



Date: Thursday, 15 February 2018
Time: 4:00 PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Ordinary Council Meeting

15 February 2018

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**MINUTES OF TEMORA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON THURSDAY, 15 FEBRUARY 2018 AT 4:00 PM**

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

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), Mrs Anne Rands, Mrs Renae Sinclair

Temora Independent – Lyn Ward & Shri Gayathirie Rajen (left the meeting at 5:15pm)

1 OPEN AND WELCOME

4:02pm

PROCEDURAL TO STAND ASIDE STANDING ORDERS

RESOLUTION 26/2018

Moved: Cr Graham Sinclair

Seconded: Cr Max Oliver

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

- Aria Park Advisory Committee – Coolamon Street Upgrade Jillian Edis & Anna Tidd
- Grant Johnson – Aerodrome Presentation
- Keith Stevenson – Area Park

CARRIED

PROCEDURAL TO RESUME STANDING ORDERS

RESOLUTION 27/2018

Moved: Cr Dale Wiencke

Seconded: Cr Dennis Sleigh

That Council resumes standing orders.

CARRIED

2 APOLOGIES

RESOLUTION 28/2018

Moved: Cr Lindy Reinhold

Seconded: Cr Max Oliver

That apologies from Cr Kenneth Smith be received and accepted.

CARRIED

3 OPENING PRAYER

The opening prayer was conducted by Cr Dennis Sleigh

4 CONFIRMATION OF MINUTES

RESOLUTION 29/2018

Moved: Cr Dennis Sleigh

Seconded: Cr Graham Sinclair

That the minutes of the Ordinary Council Meeting held on 18 January 2018 be confirmed.

CARRIED

5 MAYORAL MINUTES

Nil

6 REPORTS FROM COMMITTEES**6.1 MINUTES OF THE YOUTH ADVISORY COMMITTEE MEETING HELD ON 6 FEBRUARY 2018****File Number:** REP18/95**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Youth Advisory Committee Meeting held on 6 February 2018**RESOLUTION 30/2018**

Moved: Cr Dennis Sleigh

Seconded: Cr Lindy Reinhold

It was resolved that the reports be received.

CARRIED**RESOLUTION 31/2018**

Moved: Cr Dennis Sleigh

Seconded: Cr Claire McLaren

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

CARRIED



Date: Tuesday, 6 February 2018
Time: 10:00 AM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Youth Advisory Committee Meeting

6 February 2018

Order Of Business

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3 Reports 4

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**MINUTES OF TEMORA SHIRE COUNCIL
YOUTH ADVISORY COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 6 FEBRUARY 2018 AT 10:00 AM**

PRESENT: Cr Rick Firman (Mayor), Cr Dennis Sleigh (Chair), Cr Kenneth Smith,

IN ATTENDANCE: Steve Firth (Mr), Ms Melissa Carter

1 OPEN MEETING

10:00 AM

2 APOLOGIES

Gary Lavelle (Mr), Cr Claire McLaren

3 REPORTS**3.1 SALVATION ARMY CHRISTMAS DINNER****File Number:** REP18/53**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Salvation Army**REPORT**

The Youth Committee were asked to assist the Salvation Army with the annual Christmas dinner. Four committee members assisted with the preparation of finger food, serving desert, cleaning up of the kitchen and helped with handing out Christmas Hampers.

Margaret the Salvation Army Manager presented the committee with an award and welcomed them back for the 2018 Christmas party. An invite has been extended to the Hospitality Youth Group to assist with the Friday night dinners.

Report by Melissa Carter

COMMITTEE RESOLUTION 1/2018**Moved:** Cr Kenneth Smith**Seconded:** Cr Rick Firman

That the Committee resolved to recommend to Council that the report be noted.

CARRIED



3.2 HOLIDAYS - MOVIES**File Number:** REP18/55**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:**

- 1. Movies 1
- 2. Movies 2
- 3. Movies 3

REPORT

Over the school holidays the Youth held two movie events. The first movie was held at the Town Hall Theatre on the 8 January 2018 with 13 attending and watching Paddington 2. There was positive feedback from the Youth Team.

1 student and Youth Officer are training to become a projectionist.

The second movie was held at Platform Y on the 15 January with 14 attending and watching the movie IT. The committee raised \$80 for the day. Feedback from the youth group is that they would love to do this again.

Report by Melissa Carter

COMMITTEE RESOLUTION 2/2018

Moved: Cr Rick Firman

Seconded: Cr Kenneth Smith

That the Committee resolved to recommend to Council to note the report.

CARRIED



3.3 HOSPITALITY GROUP FOR THE RAGE KIDS**File Number:** REP18/59**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Hospitality**REPORT**

The Rural Museum Manager, Mr Bill Speirs accepted the Youth Officer idea of showing the boys the museum, over a 4 week period whilst cooking at the museum. The four boys who attended enjoyed cooking no bake energy balls, chicken parmigiana and rocky road.

Within this time I got to see that 1 boy had an interest in rocks, another boy's interest was in the tractors and one liked to cook.

Report by Melissa Carter

COMMITTEE RESOLUTION 3/2018

Moved: Cr Kenneth Smith

Seconded: Cr Dennis Sleigh

That the Committee resolved to recommend to Council to note the report.

CARRIED



3.4 AUSTRALIA DAY EVENT 2018**File Number:** REP18/61**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:**

1. Australia Day
2. Australia Day 2
3. Australia Day 3

REPORT

The Youth Committee held an event at the Recreation Centre – pool on Australia Day with 25 people attending. The majority of attendees were from the younger primary school age group. This was a successful event for the Youth Officer and the Youth Team as they were able to connect with new young people, learn their names and promote the team.

Everyone in attendance thoroughly enjoyed the day.

Report by Melissa Carter

COMMITTEE RESOLUTION 4/2018

Moved: Cr Rick Firman

Seconded: Cr Kenneth Smith

That the Committee resolved to recommend to Council to note the report.

CARRIED





BUSINESS WITHOUT NOTICE**1 CR FIRMAN**

Cr Rick Firman requested that Melissa Carter is advertised as occupying the position of Acting Youth Officer.

2 CR SLEIGH

Cr Dennis Sleigh advised that the Youth Team gave great performances in the presentation of Christmas Plays.

3 MELISSA CARTER

Melissa Carter advised that a permission note would be sent to all parents requesting permission to use photographs of members of the Youth Team in promotions and social media.

4 CLOSE MEETING

The Meeting closed at 10:40 AM.

This is the minutes of the Youth Advisory Committee meeting held on Tuesday 6 February 2018.

.....
GENERAL MANAGER

.....
CHAIRPERSON

6.2 MINUTES OF THE PROMOTIONS & VISITATION COMMITTEE MEETING HELD ON 6 FEBRUARY 2018**File Number:** REP18/96**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Promotions & Visitation Committee Meeting held on 6 February 2018**HEADING****RESOLUTION 32/2018**

Moved: Cr Max Oliver

Seconded: Cr Claire McLaren

It was resolved that the reports be received.

CARRIED**RESOLUTION 33/2018**

Moved: Cr Dale Wiencke

Seconded: Cr Lindy Reinhold

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

CARRIED



Date: Tuesday, 6 February 2018
Time: 12:15 PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Promotions & Visitation Committee Meeting

6 February 2018

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**MINUTES OF TEMORA SHIRE COUNCIL
PROMOTIONS & VISITATION COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 6 FEBRUARY 2018 AT 12:15 PM**

PRESENT: Cr Rick Firman (Mayor), Cr Max Oliver, Cr Kenneth Smith, Cr Dale Wiencke, Ms Jone Pavelic, Mrs Elaine Costello, Mr Bob Costello, Mr Peter Harper

IN ATTENDANCE: Steve Firth (Mr), Craig Sinclair

1 OPEN MEETING

12:15 PM

2 APOLOGIES

Mrs Rhonda Casey, Ann Pike, Cr Nigel Judd, Gary Lavelle (Mr)

3 REPORTS**3.1 STARKE - RESIGNATION****File Number:** REP18/46**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Starke - Resignation**REPORT**

Council has received correspondence from Meredith Starke submitting her resignation from the Promotions & Visitation Committee. Ms Starkes resignation is due to work commitments and the meetings are not held out of work hours, and Ms Starke is unable to attend.

The Committee was appointed in September after a panel review of Expression of Interests received from interested community members. This is an annual process.

Before the resignation there were 11 Committee members out of a possible 12. Therefore we have been carrying 1 casual vacancy.

COMMITTEE RESOLUTION 1/2018**Moved:** Cr Kenneth Smith**Seconded:** Mrs Elaine Costello

That the Committee resolved to recommend to Council to allow for another two suitable persons to be appointed to the Committee should they come forward.

CARRIED

Anne Rands

Subject: FW: Temora Promotions and Visitations Committee

From: Meredith Starke
Sent: Friday, 5 January 2018 1:01 PM
To: Craig Sinclair
Subject: Temora Promotions and Visitations Committee

Hi Craig,

It is with regret that I submit my resignation from the Temora Promotions and Visitations committee. When I first flagged interest I assumed the meetings would be held outside of business hours as it has been my work commitments that have meant I was not able to attend.

I hope my suggestions have been of use and I will drop in the suggested edits I have made for the Down to Earth brochure as well as the Canola Trail map.

Good luck and all the best with this beautiful shire.

Best regards,

Meredith Starke

3.2 HOMESTAY AND TEMPORARY ACCOMMODATION

File Number: REP18/71
Author: Events
Authoriser: General Manager
Attachments: Nil

REPORT

Warbirds Downunder Airshow will take place on Friday 12 and Saturday 13 October 2018. It is expected to attract up to 25,000 spectators to Temora. Accommodating these visitors is well beyond Temora's capacity, especially given that the Temora Aviation Museum (TAM) reserves the majority of hotel accommodation for their event crew.

For the 2018 event, as in previous years, TAM is planning to work with Council to offer camping at the Airpark Estate in addition to Tent City. However this style of accommodation is not suitable to all visitors and other options are being sought, in particular homestay and temporary house lets.

For many years after TAM first began flying weekends the Visitor Information Centre coordinated homestay accommodation in response to a peak in demand. TAM then moved to a more regular format where Aircraft Showcase was held twice per month. This change reduced demand and homestays petered out.

Since this time there has been a general increase in the variety and volume of permanent accommodation providers in Temora. The homestay market has also undergone a massive transformation with the arrival of online booking systems provided by the likes of Airbnb and Stayz.

TAM has partnered with TBEG to deliver a number of public seminars aimed at showcasing the number of opportunities for locals to benefit from Warbirds Downunder. One of these opportunities is for people to offer homestay or holiday let accommodation in their own homes.

The Visitor Information Centre Manager and the Economic Development Officer propose to support the offering of temporary accommodation to cater for Warbirds and other periods of peak demand by create a separate page on the www.temora.com.au website entitled "Temporary Homestay & Holiday Let Accommodation". This page will only list privately owned homes that have been inspected by the VIC Manager and which are listed on an established, reputable online booking website that has a complaints handling process. The link to this page will be distributed during high demand periods.

Council officers believe that this process should assist meeting peak demand without compromising existing accommodation providers during off-peak times.

Report by Craig Sinclair

COMMITTEE RESOLUTION 2/2018

Moved: Cr Kenneth Smith

Seconded: Mr Bob Costello

That the Committee resolved to recommend to Council to support the proposal to create a webpage that lists Temporary Homestay & Holiday Let Accommodation that has been inspected by the VIC Manager and that is listed on an established and reputable booking site.

CARRIED

3.3 WARBIRDS DOWUNDER PREPARATIONS

File Number: REP18/88
Author: Events
Authoriser: General Manager
Attachments: Nil

REPORT

The Economic Development Officer (EDO) has met with representatives of Temora Aviation Museum (TAM) and TBEG to get preparations underway for activities that support the Warbirds Downunder Airshow. The following event schedule is proposed for October 2018:

Monday 8th – Wednesday 10th

- TAM crew and visitors begin to arrive in Temora

Thursday 11th

- Proposed ticketing & information hub opens in CBD
- Proposed temporary food zone opens in Paleface Park
- Bus passenger service loop between CBD and airport commences

Friday 12th

- Flying Display at TAM
 - Gates Open: 12:00pm
 - Flying Starts: 3:00pm
 - Gates Close: 7:30pm
- High demand expected for dinner after airshow
- Late night trading opportunities for retail, entertainment and food venues

Saturday 13th

- Flying display at TAM
 - Gates Open: 8:30am
 - Flying Starts: 11:00am
 - Gates Close: 4:30pm
- Warbirds StreetFest in CBD operated by TBEG
 - 5.00pm to 9.00pm
 - Application to close Hoskins Street to be submitted to March Council meeting
 - Extended trading hours, entertainment, market stalls and food vendors

Sunday 14th

- High demand expected for breakfast

- Visitors begin to depart
- Information and ticketing hub close
- Temporary food zone close
- Bus passenger service ends

TBEG is managing expressions of interest process for community groups, residents and businesses looking to get involved in the event. EOI's close on 23rd February.

Opportunities exist to promote the Barmedman Tractor Pull which takes place on the same weekend as Warbirds, as well as the Mary Gilmore Festival which takes place the weekend following Warbirds.

The EDO is investigating the possibilities of getting a sleeper train services to once again bring passengers to the event from Sydney. These passengers would be accommodated in the train at the railway station and bused to TAM. The company that operated this service for the 2015 event has ceased to operate.

The EDO is also investigating the possibilities of offering camping on a sports field, with the two most obvious options being the Recreation Ground and Bob Aldridge due to their proximity to be the CBD and airport. This model could run using a similar format to that used by Bathurst City Council during the Bathurst 1000. Conversations have begun with the Urban Overseer whose main concerns involve wet weather damage to the ground and tent pegs being left behind. There could be a possibility to outsource the operation of the camping to one of the sporting groups that use the grounds.

The VIC will coordinate welcome packs for visitors staying in caravan and camp grounds as well as Tent City. Businesses will be invited to include special offers for visitors in the packs as long as they are delivered to the VIC by 24th September.

Report by Craig Sinclair

At 12:45 pm, Cr Nigel Judd returned to the meeting.

COMMITTEE RESOLUTION 3/2018

Moved: Cr Kenneth Smith

Seconded: Cr Max Oliver

That the Committee resolved to recommend to Council that the report be noted.

CARRIED

BUSINESS WITHOUT NOTICE**1 JONE PAVELIC**

Jone Pavelic requested signage at the old memorial pool entrance directing people to the new entrance and perhaps an interpretative panel with the history of the building.

COMMITTEE RESOLUTION 4/2018

Moved: Cr Rick Firman

Seconded: Mr Peter Harper

The Committee recommend to Council that investigations of signage and interpretative panel be referred to the Heritage Committee.

CARRIED

Requesting that a community garden be established.

Ms Pavelic was advised that a community garden has been established at Hillview Park.

Advising that she has had negative feedback from visitors regarding the Adios Sign on exits from the Shire.

2 CR JUDD

Cr Nigel Judd advised that new owners have commenced at the Arianah Park Hotel.

4 CLOSE MEETING

The Meeting closed at 12:55 PM.

This is the minutes of the Promotions & Visitation Committee meeting held on Tuesday 6 February 2018.

.....
GENERAL MANAGER

.....
CHAIRPERSON

6.3 MINUTES OF THE ASSETS & OPERATIONS COMMITTEE MEETING HELD ON 6 FEBRUARY 2018**File Number:** REP18/97**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Assets & Operations Committee Meeting held on 6 February 2018**HEADING****RESOLUTION 34/2018**

Moved: Cr Graham Sinclair

Seconded: Cr Max Oliver

It was resolved that the reports be received.

CARRIED**AMENDMENT**

Moved: Cr Max Oliver

Seconded: Cr Nigel Judd

That expenses incurred be Councillors responsibility shared equally for the Face to Face meetings with residents in coffee shops.

CARRIED**RESOLUTION 35/2018**

Moved: Cr Graham Sinclair

Seconded: Cr Lindy Reinhold

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

CARRIED



Date: Tuesday, 6 February 2018
Time: 2:00 PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Assets & Operations Committee Meeting

6 February 2018

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3.8	Temora Rural Museum Rebrand	23
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**MINUTES OF TEMORA SHIRE COUNCIL
ASSETS & OPERATIONS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 6 FEBRUARY 2018 AT 2:00 PM**

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

IN ATTENDANCE: Steve Firth (Mr), Gary Lavelle (Mr), Rob Fisher (Mr), Bimal Shah (Mr),

1 OPEN MEETING

2:00 PM

2 APOLOGIES

Kris Dunstan (Director of Environmental Services)

3 REPORTS**3.1 CENTENARY PLACE****File Number:** REP18/34**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Centenary Place**REPORT**

Council is in receipt of correspondence from a concerned resident regarding vehicles accessing land between Centenary Place and Haig Street and using this area as a race track.

The resident is requesting Council to look at installing some removable bollards as residents use this area to access their backyards.

COMMITTEE RESOLUTION 1/2018

Moved: Cr Max Oliver

Seconded: Cr Dale Wiencke

That the Committee resolved to recommend to Council to investigate costings for traffic control to be placed to restrict vehicular access.

CARRIED

Anne Rands

From: Anne Rands
Sent: Wednesday, 3 January 2018 3:44 PM
To: Anne Rands
Subject: FW: Centenary Place

Sent: Wednesday, December 20, 2017 1:27 PM
To: Temora Shire Mayor
Subject: Centenary Place

Hello Mayor Rick.

Rick as you maybe aware I reside when im in Temora about 3 days a week on The corner of Haig and Ashton street . An incident that I witnessed on the 19th December around 6pm at the top of the Centenary Place cul de sac . As I have witnessed this behavior previously I think we might have to flag a solution . The problem being is that a number of the locals , who own utes etc , with very large dogs on the back use the track between Centenary Place and Haig street as a 4 wheel drive / race track through the pine forest .. they really do speed through this area being a danger to children that reside in the area as well as walkers who use these tracks .. I have spoken to these guys on a number of occasions only to cop a serious mouthful ..I understand also that the police have been informed .. Maybe some type of removable bollard might be a solution , Removable only because some of the locals use the tracks to access backyards . Cheers in anticipation

]

3.2 2019 TEMORA RV MUSTER**File Number:** REP18/36**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. RV Muster**REPORT**

Temora Shire Council received a letter from Temora RV Muster dated 8th January, 2018.

Temora RV Muster are holding their annual event on 23rd to 30 April, 2019 at Temora Aviation Tourist Park, and are requesting Councils support in the event, such as:

- Nightly tariff at a rate of \$20/night (powered) and \$15/night (unpowered)
- Extra garbage bins and service during the event.
- Printing of notices/tickets and general printing at Councils office (to be distributed Australia wide)
- Display of street banner across Hoskins Street;
- Temora Visitor Information Centre provides 160 welcome bags to attendees.

Please note: there has been 197 enquiries regarding the event to date.

COMMITTEE RESOLUTION 2/2018

Moved: Cr Rick Firman

Seconded: Cr Claire McLaren

That the Committee resolved to recommend to Council to give in principle support and request greater detail of their proposal.

CARRIED

To:

The Mayor, Councillors and Executive,

Temora Shire Council,

Loftus Street,

TEMORA. NSW. 2666

Monday, 8th January, 2019

Good Afternoon Ladies and Gentlemen,

RE: TEMORA RV MUSTER – 2019

Most of you know me as the Event Organiser of the Inaugural Temora RV Muster, 2017 and all that was achieved.

It is my intention to hold the next Muster from 23rd April, 2019 to the 30th April, 2019 inclusive and after negotiations and site inspections of various venues around Temora, have decided to hold the event at the Temora Aviation Tourist Park. With your approval of course.

My first question, and there are only a couple, is:

Would Council consider holding the current nightly tariff at its present rate, ie: \$20 per night, powered and \$15 per night unpowered.

There will be an unknown number of RV people who will attend for x number of days prior to the event and some that will stay on after the event. They of course will pay the going rate at the time and be responsible for payment to the caretaker as per the usual arrangements.

Site fees for the event will be pre-paid and payment made to Council at the conclusion of the event.

After a preliminary inspection it is envisioned that there will be approximately 65 powered sites and 70+ unpowered sites (subject to further negotiations with land holders).

As of today's date I have 197 people that have made enquiries re: attending the Muster.

The Muster is also being advertised through many sites on Social Media – Australia Wide.

I do not think we will have any problem filling all available sites and achieving an even better outcome than last year's Muster.

Question 2.

Would Council provide extra garbage bins and possibly and extra pick up service during the event.

Question 3.

Would Council consider helping with the printing of notices to be distributed Australia wide, tickets to events (just printed on normal paper which will be cut up for distribution to participants) etc and general printing as you so graciously provided for last year's Muster.

Question 4.

Would Council again undertake the hanging of the banner across Hoskins Street, Loftus street intersection, as they did last year.

Question 5.

Would Council approve the Visitor Information Centre to provide 160 "Welcome Bags" to be provided to attendees upon arrival with all the appropriate information re: things to see and do etc., and any further inclusions that may seem appropriate.

Any unused bags will, as in the past, be returned to the Information Centre.

Most everything else that is needed to bring this event together is being organised with the assistance of some very loyal Temorians who wish to promote our Shire as much as I do.

I await your response

Yours faithfully

ELAINE COSTELLO

EVENT ORGANISER

TEMORA RV MUSTER

0410 653 680

145 Vesper Street,

TEMORA. NSW. 2666

3.3 ASQUITH STREET - FOOTPATH**File Number:** REP18/38**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Asquith Street footpath**REPORT**

Council is in receipt of a request from a home owner in Asquith Street requesting Council to give consideration of installing footpaths in the Street. The resident advises of a very busy thoroughfare for students attending schools and community accessing Churches and bowling club.

COMMITTEE RESOLUTION 3/2018

Moved: Cr Claire McLaren

Seconded: Cr Kenneth Smith

That the Committee resolved to recommend to Council to advise the home owner that this work is included in Councils Delivery Plan for future works.

CARRIED

From:
Sent: Wednesday, 29 November 2017 5:41 PM
To: Temora Shire Council
Subject: RE: ASQUITH STREET, TEMORA - FOOTPATH/S

Dear Sir/Madam

I have been a home owner in Asquith Street for over 30 years. During that time I have witnessed the level of constant use of the footpaths in relation to pedestrians which has, and continues to be, substantial. This, of course, is because of the streets close proximity to the main street, local schools, bowling club, recreation centre and Churches. It has always, and continues to be a very busy thoroughfare for members of our community. The street does run horizontally to Anzac Street, but is also a main route for people, both young who are attending school/s and also older citizens of Temora.

I am writing to request that serious consideration be given to the erection of footpaths on this well worn and very popular thoroughfare, not only as a safety issue, but also to make it more aesthetically pleasing. A walking journey down Asquith Street will confirm the need to give careful consideration to this request.

I look forward to hearing from you.

Yours faithfully

3.4 DRAFT S94A DEVELOPER CONTRIBUTIONS PLAN - COMPLETION OF EXHIBITION

File Number: REP18/49
Author: Secretary Engineering
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT**Introduction**

At the November 2017 Council Meeting, Council considered a report in relation to a Draft Section 94A Contributions Plan.

At that Meeting, Council resolved:

That Council

1. Support the draft Section 94A Developer Contributions Plan as written
2. Publicly exhibit the draft Section 94A Developer Contributions Plan for a period of 28 days
3. Receive a future report advising of the outcome of the public exhibition

This report details the outcome of this public exhibition.

Background

Councillors will recall that the contributions plan proposes the collection of funding by Council from Development Applications at the rates shown by Table 1.

Table 1: Proposed Section 94A Fees for Temora Shire Council

Estimated cost	Maximum fee payable
Up to \$100,000	nil
\$100,001 - \$200,000	0.25% of the development cost
More than \$200,000	0.5% of the development cost

The rates shown are half the maximum rate that Councils are allowed to collect.

The intention of the Section 94A Contributions Plan is to support Council in the delivery of additional community facilities, in a more timely manner. Where Council is able to make a financial contribution towards community projects, this assists in the support of grant applications to complete the identified projects.

Based on recent development levels, Council is expecting to collect \$26,000 annually through the S94A Contributions Plan.

If adopted, it was proposed that the S94A plan commence from 1 July 2018.

Public Exhibition

The draft Section 94A Contributions Plan was publicly exhibited between 24 November 2017 and 22 December 2017. The exhibition was advertised twice in the Temora Independent, as well as through social media. No written submissions were received.

Discussion

The draft Section 94A Plan included a draft table of projects proposed to be partially funded by the S94A Plan. The draft table listed the proposed projects and their estimated cost, but did not identify the level of S94A funds proposed to be collected towards the project, not the financial year of delivery.

This table has now been completed, following the public exhibition. Items selected for inclusion are already included within Council's adopted Delivery Program 2017- 2021.

Table 2: Improvements to existing Public Facilities to be partly funded from S94A levies

Description	Estimated Cost	S94A Contribution	Delivery
Main Street Upgrade	\$100,000	\$25,000	2019/20
Davey Park Toilets Upgrade	\$30,000	\$5,000	2020/21
Loftus Street Taxi Rank	\$140,000	\$20,000	2019/20
The Oval improvements – Resurface netball courts	\$75,000	\$10,000	2019/20
	\$255,000	\$60,000	

It is also noted that, where possible, Council officers will seek relevant grant funding to assist with the early delivery of the identified community projects.

Budget Implications

Potentially plus \$26,000 annually

Report by Claire Golder

COMMITTEE RESOLUTION 4/2018

Moved: Cr Rick Firman

Seconded: Cr Max Oliver

That the Committee resolved to recommend to Council to:

1. Adopt the Temora Shire Council Section 94A Contributions Plan, as amended.
2. Notify that the Section 94A Contributions Plan shall commence from 1st July, 2018.
3. Review the Section 94A Contributions Plan after 12 months.

CARRIED

3.5 COUNCILLORS MEETING WITH SHIRE RESIDENTS FACE TO FACE OVER COFFEE**File Number:** REP18/66**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Sleigh - Face to Face meetings**REPORT**

Cr Sleigh would like the Councillors to consider an idea he has presented for Councillors to meet with residents at a coffee shop to discuss issues of concern.

Councillors would be available at the coffee shop over a number of Saturdays to speak with residents of the shire.

Report by Cr Dennis Sleigh

COMMITTEE RESOLUTION 5/2018

Moved: Cr Dale Wiencke

Seconded: Cr Claire McLaren

That the Committee resolved to recommend to Council to support Face to Face meetings on a once a month basis and review in 6 months.

CARRIED

Cr R. Firman OAM
Mayor, Temora Shire,
Council Offices
TEMORA. NSW 2666

Dear Mayor,

I would like to explore with you and with our fellow Councillors an idea that I floated in a recent issue of "Up Close and Personal" in Narraburra News. It was the question of offering our residents a regular face-to-face meeting with interested Councillors akin to our Walk and Talk exercise for main street shop owners.

The idea, based on an experience that I witnessed in Canberra some years ago, would be that each Saturday morning (for example) a couple of Councillors would visit one of our local coffee shops between (say) 9 and 12 and make themselves available for conversations with our residents. The chats, over a cup of coffee, might be very brief or they might be more detailed; that would be up to the residents. We would hear them out and then refer the issue to the relevant place in the same way as we respond to incidental requests from the people of our Shire.

Depending on how many Councillors were interested and able to take part in this program, I would envisage two Councillors staying in a set café for a month, and then the following month, two others would do the same in another café. A sandwich board on the footpath outside the relevant site would indicate to people that the opportunity for this conversation would occur at that place.

I am very aware that some Councillors already have regular personal contacts with residents, but this is not as practical for some of us and so this proposal aims to set up a loose structure that will enhance communication in line with our stated values about decisions (we will make the best decisions we can) and teamwork (we will value the input of others).

I would be grateful if you would consider this suggestion and then arrange for a brief discussion at our next Council meeting. I am pleased to note that, following the floating of this idea in Narraburra News at the end of last year, there has been some interest among the townspeople, and I think it would be beneficial to pursue it.

Best wishes

Cr Dennis Sleight

3.6 ROAD NAMING - UNNAMED ROAD OFF THANOWRING ROAD

File Number: REP18/70
Author: Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: Nil

REPORT

Council's Engineering Department have investigated the naming of a currently unnamed road adjoining Thanowring and Cedar Road, east of Campbells Lane. A map is attached for reference. The naming proposal follows the recent gazettal of this road from a Crown road to a Council road.

Following a review of parish maps of this area, the below suggestions have been made:

Historical Family/Property	Proposed Road Name
Flowerdale	Flowerdale Road
CE & ED Steinhardt	Steinhardts Road
TM Cartwright	Cartwrights Road
VC Tiedeman	Tiedemans Road
GL McCormack	McCormacks Road
EV & MJ Ockenden	Ockenden Road

Consultation with the Rural Museum Manager has indicated that this road provided access to a Wiencke family property 'Flowerdale' for many years, from approximately 1912. As there is currently a Wienckes Road already present in the Shire, naming it Flowerdale Road may seem appropriate. It is noted that there are precedents across the Shire with Bartondale Road, Chellington Road and Pine Lodge Road.

Among the earliest settlers in close proximity were the Schmetzer family, who took up the land on the western side of the road in March 1891. However, there is a Schmetzers Road leading north off the Mandamah Forest Road in Bland Shire just beyond Temora's boundary.

Once a name has been agreed upon for the outlined section of road, the below process must be followed.

Temora Shire Council as the roads authority when proposing to name or rename a road;

- a) Must publish notice of its proposal in a local newspaper, and
- b) Must serve notice of its proposal on the following persons or bodies
 - i) Australia Post
 - ii) The Registrar-General
 - iii) The Surveyor-General
 - iv) The Chief Executive of the Ambulance Service of NSW
 - v) NSW Fire Brigade

- vi) NSW Rural Fire Service
- vii) NSW Police Force
- viii) The State Emergency Service
- ix) The NSW Volunteer Rescue Association Incorporated

This notice must state that written submissions on the proposed name may be made to Temora Shire Council and must specify the address to which, and the date by which (minimum 28 days from notice), any such submissions should be made.

If no submissions are made Council can then proceed with the name change by submission to the Geographical Names Board for Gazette. The above noted bodies must also be sent a letter once the road is approved through the Gazette to inform the name change has taken place.



Map 1 : Current Unnamed Road

COMMITTEE RESOLUTION 6/2018

Moved: Cr Kenneth Smith

Seconded: Cr Nigel Judd

That the Committee resolved to recommend to Council that the unnamed Road be named Cassidy's Road.

CARRIED

Report by Amanda Obst

Craig Sinclair attended the meeting at 3:07 PM

3.7 BOGINDERRA HILLS NATURE RESERVE

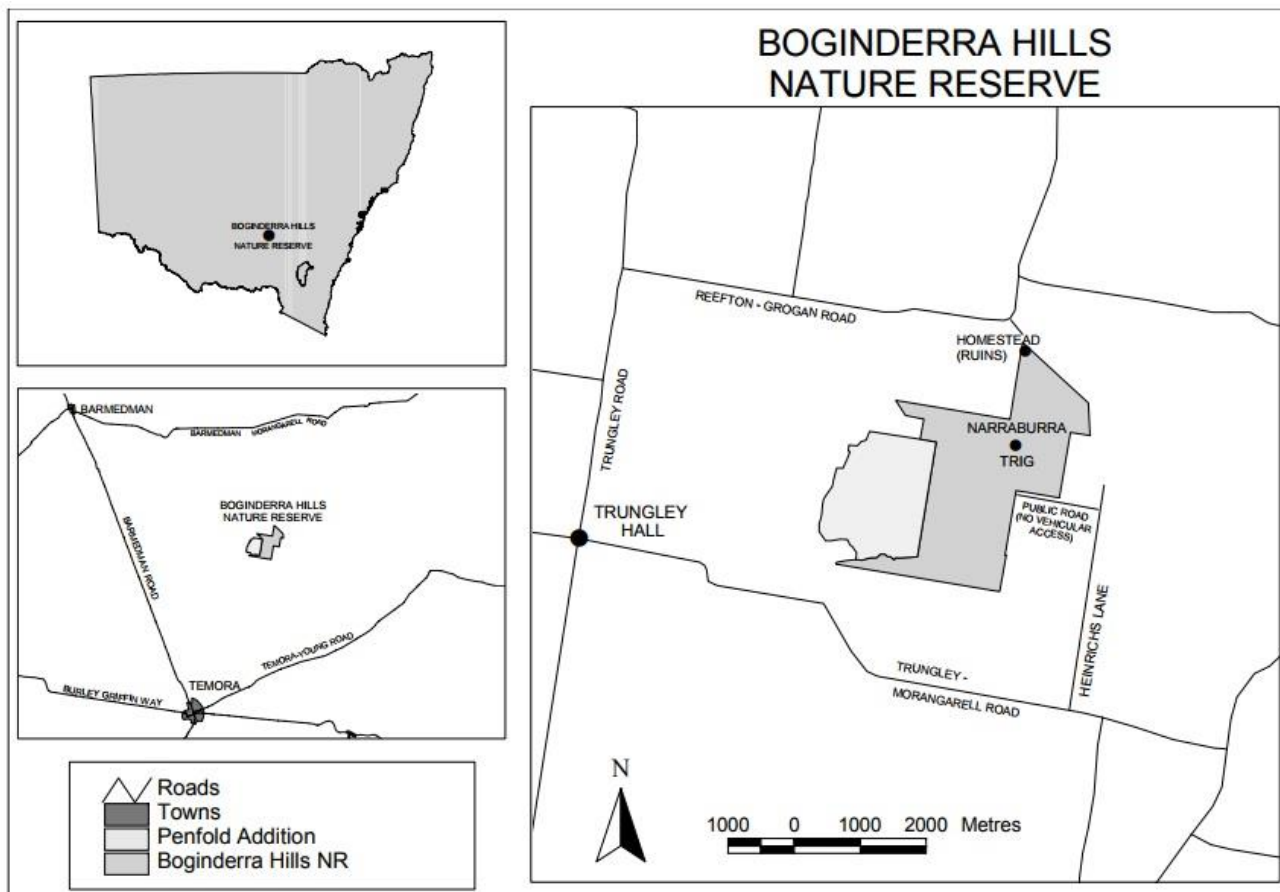
File Number: REP18/90
Author: Events
Authoriser: General Manager
Attachments: Nil

REPORT

Boginderra Hills Nature Reserve is a protected nature reserve situated around 26km drive to the north of Temora town centre. It has an area of 756 hectares and has been managed by National Parks and Wildlife Service (NPWS) since it was acquired from Mrs PJ Guest in 1982. With stunning scenery across the surrounding countryside, intermittent waterfalls, abundant nature and interesting granite rock formations, the opportunity exists to promote the natural asset as a recreational destination for both residents and visitors. Many residents in the Shire are unaware of the existence of the Reserve however there is a ground swell of interest from a group of local residents and visiting tourists to have more nature based experiences.



There are two restricted access points to the Reserve, which is surrounded on all sides by private landholders, some of whom are quite protective over the reserve. One access point is via a Council-owned laneway connecting the Reserve to Heinrich's Lane. The laneway is currently overgrown with trees and requires clearing, roadworks, parking and signage in order to be used by visitors. Upgrades to Heinrich's Lane may also be required as it is known to suffer for significant damage after heavy rain.



NPWS Management Plan

At present the NPWS management plan, published in July 2008, states the following:

Nature reserves are reserved under the National Parks and Wildlife Act to protect and conserve areas containing outstanding, unique or representative ecosystems, species, communities or natural phenomena.

Under the Act, nature reserves are managed to:

- *conserve biodiversity, maintain ecosystem functions, and protect geological and geomorphological features and natural phenomena;*
- *conserve places, objects, features and landscapes of cultural value;*
- *promote public appreciation, enjoyment and understanding of the reserve's natural and cultural values; and*
- *provide for appropriate research and monitoring.*

Nature reserves differ from national parks in that they do not have as a management principle the provision of opportunities for visitor use.

With regard to public use the management plan states:

There is little public use of the reserve apart from the occasional bushwalker or naturalist. No facilities are provided. The only public access points are from the homestead area in the north east of the reserve or by foot along the public road reserve off Heinrichs Lane.

Management Strategies include:

- *It is desirable that all visitors wishing to access the reserve gain permission from NPWS Griffith.*
- *The existing low level of visitation will be permitted for nature study and bushwalking.*
- *No facilities will be provided for visitors though the existing signage will be maintained.*
- *No competitive sporting activities will be permitted in the reserve.*
- *Visitors will be permitted to park vehicles in the homestead precinct but must walk elsewhere in the reserve.*

The management plan can be found here: <http://www.environment.nsw.gov.au/research-and-publications/publications-search/boginderra-hills-nature-reserve-plan-of-management>

Response from NPWS

The NPWS was contacted by the EDO to investigate the opportunities to improve access to the Reserve for the purposes to local and tourist visitation. The reply stated that *“at this stage, the Area Manager has no plans to amend the plan of management to cater for increased visitation, or improved vehicular access other than management trails. Those visitors who accessing the reserve on foot are welcome to continue to do so. NPWS does continue to resource improvements to visitation access for other nearby reserves, such as Weddin Mountains National Park. Although it may not be located within your Shire boundaries, it would be worth consideration on your itineraries in order to increase length of stay in Temora for your visitors.”*

During a verbal follow up conversation to this reply, the NPWS officer stated that Council are within their rights to improve access to the Reserve however NPWS would not be interested in funding any of these works nor to improve facilities on the Reserve.

Conclusion

Despite the lack of appetite and resources available from NPWS the opportunity to create an more easily accessible, free nature based experience for a relatively low investment remains. By improving access to the site and promoting it to residents and tourists Council can attract and retain more visitors to Temora Shire.

The EDO seeks approval from Council to determine costs for the following activities:

- reinstate the access road and allow visitors to access the reserve plus any necessary improvements to Heinrich's Lane
- create parking and a picnic area
- install appropriate signage

Once determined, these costs shall be presented to Council to determine if it feasible to proceed with a project to develop access to the Reserve. This project would include agreeing a management plan that addresses the concerns of local landowners and any issues identified by NPWS. It would also outline how the Reserve would be promoted to locals and visitors, as well as any funding opportunities through grant programs.

Report by Craig Sinclair

COMMITTEE RESOLUTION 7/2018

Moved: Cr Claire McLaren

Seconded: Cr Rick Firman

That the Committee resolved to recommend to Council receive a future report on the costs of improving access to Boginderra Hills Nature Reserve.

CARRIED

3.8 TEMORA RURAL MUSEUM REBRAND

File Number: REP18/91
Author: Events
Authoriser: General Manager
Attachments: Nil

REPORT

This report outlines the need to appoint an external consultant to assist with the development of a strategic plan for the rebranding and repositioning of the Temora Rural Museum in Temora's visitor economy. The 2017/18 Operational Plan for the Temora Shire Council identifies the following service delivery targets which shall be delivered by this project:

- 7.7E Develop and implement re-branding strategy for Rural Museum
- 7.7E Rural Museum website upgrade
- 7.7E Develop Rural Museum social media presence

After 45 years of operation the Temora Rural Museum is seeking new ways to capitalise on its reputation and its expanding collections to grow visitation and ensure a sustainable future. The rapid diversification of the collections means that the Temora Rural Museum brand no longer reflects the experiences accessible on the site. The recent additions of the Temora Ambulance Museum, RFS Customer Engagement Centre, Willo's Wiradjuri Keeping Place and the temporary exhibition gallery have created challenges for marketing the offering to potential visitors. This has resulted in some confusion in the market place over what can be experienced at the Museum and a degree of stagnation in developing a coordinated promotional strategy.

This project is primarily a marketing and branding initiative that looks at both existing and potential visitor experiences and how they are packaged and promoted to visitors. It is noted that contemporary visitor expectations of museums are changing to become more experience-based and interactive. The promotional strategy will need to be able to accommodate exhibition developments of this type into the future.

The project shall include the following elements:

1. A review of the visitor experience at the Museum, including a SWOT Analysis.
2. The creation of visitor profiles, current and potential.
3. The creation of new branding (including logo and brand guidelines) for the entirety of the visitor-centric experiences available at the Bundawarra Centre, including:
 - a) Temora Rural Museum
 - b) Temora Ambulance Museum
 - c) Rural Fire Service Customer Engagement Centre
 - d) NSW Fire & Rescue Temora Brigade
 - e) Temora Rock and Mineral Museum
 - f) Temora Family History Centre
 - g) Temora Visitor Information Centre

- h) Temporary Exhibition Galleries
 - i) Mother Shipton's event space
 - j) Willo's Wiradjuri Keeping Place
 - k) Temora Community Archive
4. A plan for external signage.
 5. Site map for the integrated website. For efficiency, the Museum's website (www.temoraruralmuseum.com) will be integrated within Council's tourism website www.temora.com.au by Council staff.
 6. A marketing plan, to be implemented by Council staff, that includes a social media communication strategy incorporating existing Facebook pages:
 - a. www.facebook.com/temoraruralmuseum
 - b. www.facebook.com/temoraambulancemuseum
 7. A plan for branding and promoting the various collections
 8. Recommendations for the development of more engaging experiences and the anticipated impact on Museum layout/design.

The following is out of the scope of the project:

- Procurement of additional collections
- Staffing and management changes
- Development of a Museum master plan / design of new spaces.

The desired outcomes of this project are:

- Effective and consistent branding across all platforms both physical and electronic
- Increased visitor numbers, including repeat visitors
- Greater appeal to a wider visitor demographic
- An understanding of how the new brand can underpin the development of a more engaging visitor experience
- More engagement on social media and the website

The EDO and Museum Manager propose to seek quotes for this project from interested parties through an invitation to tender process. Quotes will be reported back to Council for consideration in the 2018/19 budgeting process.

Land Description

Bundawarra Centre

Report by Craig Sinclair

COMMITTEE RESOLUTION 8/2018

Moved: Cr Claire McLaren

Seconded: Cr Kenneth Smith

That the Committee resolved to recommend to Council to approve an invitation to tender for works associated with the rebranding and marketing of the Temora Rural Museum and for costs to be included in a future report to Council in time for 2018/19 budget estimates.

CARRIED

BUSINESS WITHOUT NOTICE**1 CR MCLAREN**

Cr Claire McLaren requested advice regarding the Supported Independent Living residents

Director of Administration advised the lease has been extended for two years and residents have been assessed for NDIS packages.

2 CR SMITH

Cr Kenneth Smith advised that he will be absent for the February Council meeting, Rural Museum and Temora's Own Arts & Crafts Committee meetings and requesting alternate delegates to attend these committee meetings.

3 ROB FISHER

Rob Fisher, Engineering Technical Manager advised that he had received two quotes for Engineering details and plans for the Polaris/Hoskins Street roundabout and will supply a report to February Council meeting.

Aerodrome Subdivision – Engineering Technical Manager advised that work had commenced on the taxiway and had also commenced on the agricultural area. The agricultural area has not been budgeted and a full report of expenditure and potential income for the subdivision and expense for the agricultural area will be reported to the February meeting of Council.

4 GARY LAVELLE

Gary Lavelle, General Manager advised that Farmlink has negotiated a contract with Hutcheon and Pearce to provide machinery when required for farming operations which will result in a saving in contractor costs.

4 CLOSE MEETING

The Meeting closed at 4:07 pm.

This is the minutes of the Assets & Operations Committee meeting held on Tuesday 6 February 2018.

.....
GENERAL MANAGER

.....
CHAIRPERSON

6.4 MINUTES OF THE ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD ON 6 FEBRUARY 2018

File Number: REP18/98

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Minutes of the Economic Development Committee Meeting held on 6 February 2018

HEADING

RESOLUTION 36/2018

Moved: Cr Dennis Sleigh

Seconded: Cr Max Oliver

It was resolved that the reports be received.

CARRIED

RESOLUTION 37/2018

Moved: Cr Graham Sinclair

Seconded: Cr Dale Wiencke

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

CARRIED



Date: Tuesday, 6 February 2018
Time: 4:15 PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Economic Development Committee Meeting

6 February 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, 6 FEBRUARY 2018 AT 4:15 PM**

PRESENT: Cr Rick Firman (Mayor), Cr Nigel Judd, Cr Claire McLaren, Cr Graham Sinclair (Deputy Mayor), Cr Dennis Sleigh, Cr Reinhold (Observer), Cr Wiencke (Observer), Cr Smith (Observer)

IN ATTENDANCE: Steve Firth (Mr), Gary Lavelle (Mr), Craig Sinclair

1 OPEN MEETING

4:15 PM

2 APOLOGIES

Nil

3 REPORTS

3.1 FUNCTIONAL ECONOMIC REGIONS

File Number: REP18/89
Author: Events
Authoriser: General Manager
Attachments: Nil

REPORT

South West Slopes Functional Economic Region

In September 2017, Council was advised that the NSW State Government announced **Growing Local Economies Fund**, which aims to provide vital infrastructure to activate regional economies and support local jobs and small businesses. The key change in this particular fund is a move away from the rounds-based, whole-of-State competitive process to a new process that will see a notional allocation made to each Functional Economic Region (FER). It was suggested this approach will remove racing to meet deadlines or competing against other regional areas, and will enable a planned, whole-of-region approach to growing communities and economies.

FERs were created after the DPC examined a range of economic factors including labour flows, population and market characteristics, communities of interest and supply chains. FERs are usually comprised of a number of smaller towns surrounding a larger town (hub and spoke) and usually cross Local Government boundaries. However in the case of the South West Slopes FER, which is the region Temora Shire was allocated, there is no significant regional centre. Other Shires in the SWS FER are:

- Bland
- Weddin
- Hilltops
- Cootamundra-Gundagai.

The value of the funding pool available to each FER is yet to be advised; however central to accessing to the funds is through the creation of a Regional Economic Development Strategy (REDS). A consultancy firm was engaged by the State Government to produce the REDS, a process that started in November 2017. The document, currently in draft format, looks at a range of economic factors across the region including industry clusters, infrastructure, natural endowment and institution audits, risk analysis, core competencies, economic opportunities and strategic priorities.

To date the method for producing the REDS has largely involved a mixture of desktop analysis and workshops with GMs and EDOs. The next phase involves another workshop (proposed for 16th February 2018) to identify the key strategic priorities and develop a Regional Action Plan. It is expected that discussion will focus on the major sectors and opportunities identified in the region so far by the report, being:

- Sheep, beef cattle, and grain agriculture
- Horticulture
- Food production manufacturing

- Tourism
- Retail
- Health and Aged Care
- Education

Some of the priorities to be explored include increasing skilled workers, increasing export capability, and improving the reliability of infrastructure, telecoms and energy.

The consultancy will also conduct telephone interviews with key industry stakeholders and to this end they have been supplied with a list of key business contacts in Temora Shire who represent a diverse range of industries.

Functional Economic Region

On the 15th December 2017, the Federal Government Productivity Commission released the results of a 12-month study into the geographic impacts of the transition of the Australian economy following the resources investment boom. The purpose of this study was to examine the regional geography of Australia's economic transition since the mining investment boom, and to identify those regions and localities that face significant challenges in successfully transitioning to a more sustainable economic base as the investment phase is completed. The study also considered the factors that influence their capacity to adapt to changes in economic circumstances.

The report makes the following recommendations:

RECOMMENDATION 5.1

- The Australian Government should abolish the Regional Development Australia program.

RECOMMENDATION 5.2

- Current discretionary funding allocated by the Australian Government specifically to regional development (such as funding for regional grant programs, City Deals and the Northern Australia Infrastructure Facility) should be subject to independent, rigorous and transparent evaluation.
- Where discretionary regional programs are found to have significant net benefits, the Australian Government should transfer responsibility to the relevant states and territories consistent with their primary roles in regional development. Where the programs do not have significant net benefits they should be abolished.

RECOMMENDATION 5.3

- State and Territory governments, in consultation with local governments and communities, should develop a single consistent definition of Australia's regions to be used to inform regional development planning and policy.
- Regions should be based on functional economic regions, so as to take into account the stronger linkages and interdependencies between neighbouring communities.
- State, Territory and local governments should adopt these classifications for guiding regional policy and planning.

RECOMMENDATION 5.4

- State and Territory governments should ensure that each functional economic region has a nominated entity that:

- is responsible for developing a credible regional strategic plan that identifies the capabilities and attributes of the region and, where relevant, identifies priority actions and projects for facilitating transition and development in the region
- is sufficiently resourced and capable of developing high-quality business cases for proposed regional initiatives
- has representation from the relevant State, Territory and local governments, businesses and the regional community
- utilises and incorporates past planning priorities where they have been soundly and rigorously developed.

RECOMMENDATION 5.5

- State and Territory governments should direct discretionary expenditure for regional development (for example from regional growth funds) to areas that have been identified as priorities in a published regional strategic plan.
- Decisions should be transparent, including publication of cost–benefit assessments. For major regional infrastructure projects, decisions should be informed by the work of Infrastructure Australia and state-based infrastructure advisory bodies.
- Where governments choose to pursue projects that have not been assessed as a priority by infrastructure advisory bodies, or are inconsistent with the priorities of regions as identified in strategic plans, governments should provide a public justification for why these projects have been selected.

RECOMMENDATION 5.6

- Specific adjustment assistance (beyond generally available measures) should be reserved for extreme events that are likely to result in high levels of permanent disadvantage in a region. It should be targeted to the people who are least likely to make a successful transition and be focused on improving their employment prospects.
- Assistance designed to sustain regions or industries (as distinct from individuals) should be avoided. Assistance should be designed to facilitate movement towards explicit and transparent adjustment goals, which might be a path of managed decline.

Temora Shire has been included in the Parkes-Cobar Functional Economic Region. This region includes:

- Condobolin
- Forbes
- Parkes
- West Wyalong
- Cobar
- Temora

The Federal Government FER is clearly not aligned to the State Government FER. Although the Federal report states that the FER was created based on similar economic linkages to the State Government and that borders can change, there is a risk that the analysis conducted by grouping Temora with Shires we do not historically consider to be major trading partners could influence

policy making in the future. For example, if Regional Development Australia Riverina is abolished and an organisation based on the geography of the FER is introduced.

The report states the a region is typically defined as an area that contains a cohesive network of trade and commerce; local commuting for jobs and shopping; common access to services; and association of community activities. It utilised the Intramax method to create the FERs by grouping together geographic areas that have the strongest commuting links.

There were a number of key steps involved in creating the FERs for this study.

1. Preparing the data on journey to work flows.
1. Separating states and territories, and separating greater capital city areas from the Intramax procedure.
2. Implementing the Intramax procedure for each state and territory.
3. Aggregating ungrouped areas that had only one-way journey to work flows to a FER.
4. Aggregating ungrouped areas that shared a border with only one FER.
5. Aggregating ungrouped areas to the FER containing their closest service centre.
6. Manual adjustments to FERs.

It is worth noting that some of Temora Shire's closest neighbours are included in the Wagga – Young FER, which includes: Young, Cowra, Grenfell, Tumbarumba, Tumut, Cootamundra, Gundagai, Junee, and Wagga Region. Interestingly, the report does not state which FER Coolamon or Lockhart sit within, however they may be included in 'Wagga Region'.

The report does state that *"The FERs presented here were designed for the specific purposes of the study and are not considered to be definitive regions that should be used for regional planning. The appropriateness of each FER for planning could be investigated with further analysis and consultation between governments and communities."*

The report can be found here:

<http://www.pc.gov.au/inquiries/completed/transitioning-regions/report>

COMMITTEE RESOLUTION 1/2018

Moved: Cr Graham Sinclair

Seconded: Cr Claire McLaren

That the Committee resolved to recommend to Council to urgently make representations to the Federal Minister and Local Member for the Federal FER allocation of Temora Shire to be reconsidered given the severely lacking economic and social connections and the potential implications for policy making

AND

That the EDO continue to update Council on the development of both State and Federal FERs

AND FURTHER

That representations be made to our Local State Member.

CARRIED

COMMITTEE RESOLUTION 2/2018

Moved: Cr Claire McLaren

Seconded: Cr Graham Sinclair

It was resolved that the Committee move into Closed business at 4:25PM.

CARRIED

4 CLOSE MEETING

The Meeting closed at 5:11 PM.

This is the minutes of the Economic Development Committee meeting held on Tuesday 6 February 2018.

.....

GENERAL MANAGER

.....

CHAIRPERSON

6.5 MINUTES OF THE AERODROME USERS COMMITTEE MEETING HELD ON 6 FEBRUARY 2018

File Number: REP18/100

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Minutes of the Aerodrome Users Committee Meeting held on 6 February 2018

HEADING

RESOLUTION 38/2018

Moved: Cr Nigel Judd

Seconded: Cr Dale Wiencke

It was resolved that the reports be received.

CARRIED

RESOLUTION 39/2018

Moved: Cr Dale Wiencke

Seconded: Cr Claire McLaren

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

CARRIED



Date: Tuesday, 6 February 2018
Time: 6:00 PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Aerodrome Users Committee Meeting

6 February 2018

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**MINUTES OF TEMORA SHIRE COUNCIL
AERODROME USERS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 6 FEBRUARY 2018 AT 6:00 PM**

PRESENT: Cr Nigel Judd, Cr Dale Wiencke, Grant Johnson – Gliding Club, Nick Wills – Temora Aeroplane Co, Frank Lovell – Airport Resident, Geoff King – Gliding Club, Rob Maslin – Temora Aero Club, Peter McIntyre (Observer), Peter Harper – Temora Aviation Museum

IN ATTENDANCE: Rob Fisher (Mr) Mr James Durham (Mr)

1 OPEN MEETING

6:10 PM

2 APOLOGIES

Cr Rick Firman (Mayor), Cr Dennis Sleigh, Graham Engel, Mike Cleaver

3 REPORTS**3.1 TEMORA AERODROME GLIDER STRIP EXEMPTION****File Number:** REP18/78**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Aerodrome Glider Strip**REPORT**

The 3 year CASA exemption which allows the glider strip adjacent to RWY 09/27 to be less than 60mt wide (48.8) has expired as of the end of January 2018. Council has reapplied to CASA seeking another 3 year exemption to have the glider strip operate under the same conditions as previous.

CASA has informed that when the new Manual of Standards (MOS) is implemented this exemption can be made permanent.

Report by James Durham

COMMITTEE RESOLUTION 1/2018

Moved: Grant Johnson

Seconded: Frank Lovell

That the Committee resolved to recommend to Council to note the report.

CARRIED



Australian Government
Civil Aviation Safety Authority

Instrument number CASA EX23/15

I, PETER BEILBY CROMARTY, Executive Manager, Airspace and Aerodrome Regulation Division, a delegate of CASA, make this instrument under regulation 11.160 of the *Civil Aviation Safety Regulations 1998 (CASR 1998)*.

[Signed P.B. Cromarty]

Peter Cromarty
Executive Manager
Airspace and Aerodrome Regulation Division

20th February 2015

Exemption – physical characteristics for glider strip dimensions – Temora aerodrome

1 Definitions

In this instrument:

aerodrome means Temora aerodrome.

aerodrome operator means Temora Shire Council, Aviation Reference Number 542731, being the operator of Temora aerodrome.

2 Application

This instrument applies to the aerodrome operator in relation to the operation of the glider runway strip adjacent to runway 09/27.

3 Exemption

The aerodrome operator is exempt from compliance with regulation 139.295 of CASR 1998, but only to the extent that the width of the glider runway strip adjacent to runway 09/27 must comply with paragraph 6.7.2.1 of the Manual of Standards (MOS) – Part 139 Aerodromes (the *MOS*).

Note Under paragraph 6.7.2.1 of the MOS, where the glider runway strip is located outside an existing runway strip, the width of a glider runway strip must not be less than 60 m, and must be of sufficient length for the glider operations.

4 Conditions

The exemption is subject to the conditions mentioned in Schedule 1.

5 Expiry

This instrument expires at the end of January 2018, as if it had been revoked by another instrument.

Instrument number CASA EX23/15

Page 1 of 2 pages

Schedule 1 Conditions

The aerodrome operator must ensure that the following requirements are met:

- 1 The width of the glider runway strip must be at least 48.8 m.
 - 2 Flush markers may be used to delineate the separation between runway 09/27 and the glider strip only. The flush markers are to be parallel white and orange to mark the limitations of both runway 09/27 and the glider strip respectively.
 - 3 Additional glider operational signals are to be placed at each end of the glider strip, the specifications of which must comply with the requirements of paragraph 8.12.1.4 of the MOS, including Figures 8.12-3 and 8.12-4.
 - 4 A common circuit direction is required for use of runway 09/27 and the glider runway strip. Contra-circuit directions are not permitted.
 - 5 Independent runway operations are not permitted. All aircraft must share the circuit in a regular manner and use the appropriate runway – being either runway 09/27 or the glider runway strip – for the particular operation.
 - 6 The conditions in clauses 4 and 5 must be published in the Australian Information Package (AIP) En Route Supplement Australia (ERSA).
-

3.2 TEMORA AERODROME TAXIWAY AND APRON WORKS**File Number:** REP18/80**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Taxiway & Apron**REPORT**

The following draft plans incorporating upgrade works to the main apron, Jet A1 bowzers and connecting taxiway have been designed and submitted by Airworks. Also completed is the design layout for a Code A taxiway to service Spitfire Drive subdivision connecting to RWY 18/36.

Report by Rob Fisher

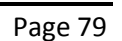
COMMITTEE RESOLUTION 2/2018

Moved: Robert Maslin

Seconded: Frank Lovell

That the Committee resolved to recommend to Council that an onsite meeting be held on Tuesday 13 February 2018 at 6:00pm to discuss the upgrade work design plans.

CARRIED





3.3 AERODROME USERS - CALENDAR OF EVENTS - FEBRUARY 2018

File Number: REP18/82
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT**February 2018**

17 Temora Aviation Museum Showcase

March/April

31/1 Temora Aviation Museum Showcase

April

28/29 Temora Aviation Museum Showcase

June

9 Temora Aviation Museum Showcase

9/10 RV Fly In

October

12/13 Warbirds Downunder

Report by James Durham

COMMITTEE RESOLUTION 3/2018

Moved: Frank Lovell
Seconded: Peter Harper

That the Committee resolved to recommend to Council that the report be noted.

CARRIED

BUSINESS WITHOUT NOTICE**1 FRANK LOVELL**

Requested that the garden at the Airport Entrance be trimmed back and tidied up as it has overgrown the Airport Sign.

If Council could consider a concrete footpath on the southern side of Tenefts Street in future plans.

2 GRANT JOHNSON

Enquired about Council spraying the catheads on runway edges.

James Durham will meet with Grant Johnson to investigate.

A report on the recent Gliding Championships will be present to the next meeting.

3 PETER HARPER

Advised that the Temora Aviation Museum is now heavily involved in organising Warbirds 2018 and hoping to get the local community involved. Temora Aviation Museum will be sending out emails to Airport Users groups shortly requesting assistance.

4 ROB FISHER

Advised that Council has received 4 tenders for the Flooding Repairs to Rwy 05/23 and was hoping to have the work undertaken in March 2018.

5 ROBERT MASLIN

Invited everyone to the Aero Club Safety Seminar Evening on 23 February 2018 at 6:00pm. This safety night is presented by CASA.

4 CLOSE MEETING

The Meeting closed at 6:55 PM.

This is the minutes of the Aerodrome Users Committee meeting held on Tuesday 6 February 2018.

.....

GENERAL MANAGER

.....

CHAIRPERSON

7 DELEGATES REPORTS**Cr Oliver**

Attended the Springdale Progress Association meeting on Sunday 11th February.

Cr Sinclair

Australia Day – Mrs Enid Coddington was announced Citizen of the Year 2018 and this year the Australia Day Ambassador was excellent.

General Manager and himself attended the Tumba Treck on Friday 9th and Saturday the 10th of February 2018.

Engineeriang Technical Manager and himself attended a Heavy Vehicle Sub- Committee meeting in Sydney on 14th February 2018.

Cr Sleigh

Attended the Show Society AGM as the returning officer and all positions remain the same with new members on the committee.

Cr Reinhold

TBEG have moved their executive meetings forward to 4:30pm to 5:30pm and then follows with a general meeting held at the Temora Hotel.

8 MAYORAL REPORT**8.1 MAYORAL REPORT - JANUARY 2018****File Number:** REP18/87**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** Nil**REPORT**

1st January – Wishing our Council and community a Happy & Healthy new year! Let's ensure it's a year of fun and looking for ways to genuinely help others.

- I had a meeting with NSW Member for Cootamundra, Ms Steph Cooke MP and newly appointed Officer In Charge at Temora, Inspector Robert Vergano. Inspector Vergano seems very genuine in his approach to have a positive impact on the Shire community. Council looks forward to working with Ms Cooke and Inspector Vergano to strengthen law and order.

3rd January - I had an interview with local paper re: proposed Australia becoming Republic. I don't mind having the debate - I'm just somewhat perplexed at the community priorities of our Government and Opposition benches.

4th January – The Deputy Mayor (Cr Graham Sinclair), Cr Max Oliver and I joined other members to attend the Temora Shire Australia Day Council meeting. All seems in readiness for a great day of National celebration at both Aria Park (8:00am) and Temora (5:00pm).

5th January – Cr and Mrs Ken Smith represented Temora Shire Council at the Temora Trots. Cr Smith indicated it was a great race and the Temora Trotting Club appreciates Council's support.

8th January –The Deputy Mayor (Cr Sinclair) and I met with our General Manager (Mr Gary Lavelle) and Director of Finance & Administration (Mr Steve Firth) to discuss the year ahead.

9th January – I attended Council offices.

10th January – I attended Council offices.

- I had a meeting with Riverina Eastern Regional Organisation of Councils (REROC) Chief Executive, Mrs Julie Briggs to discuss the year ahead.

11th January – I attended Council offices.

15th January – I had a luncheon/meeting with Mayor of Coolamon Shire, Cr John Seymour OAM, and former Mayor of Lockhart Shire, Mr Peter Yates. We caught up and speak about all things local government. Mr Yates is a great friend of Temora and Coolamon Shires.

- The Chief Executive of REROC, Mrs Julie Briggs and I met with NSW Member for Cootamundra, Ms Steph Cooke MP regarding the Container Deposit Scheme, which is proving most frustrating for everyone. The NSW Government have a great concept, however the execution of it by the TOMRA-CLEANAWAY Joint Venture, has been far from satisfactory.

16th January – I had a meeting with the Mayor of Cootamundra/Gundagai Shire, Cr Abb McCallister

- I had a meeting with the Mayor of Snowy Valleys, Cr James Hayes OAM
- I had a meeting with the Chief Executive of REROC, Mrs Julie Briggs
- I had a meeting with The General Manager of Coolamon Shire, Mr Tony Donoghue
- I had a meeting with the General Manager of Greater Hume Shire, Mr Steve Pinnuck

18th January – I had an interview with the fun Anne Delaney from ABC Riverina, discussing the year ahead.

- I had a meeting with Director of the Temora Ex-Services Memorial Club, former Young Citizen of the Year, Mr Michael Floyd and our Communications Officer, Mrs Kate Slapp.
- The Deputy Mayor (Cr Sinclair) and I had a meeting with the General Manager (Mr Lavelle), Director of Administration and Finance (Mr Firth), Engineering Technical Manager (Mr Rob Fisher) and Town Planner (Mrs Claire Golder).
- Councillors, Senior Staff and I attended our first Council meeting for 2018. We're all ready for a BIG year ahead!

19th January – The General Manager (Mr Lavelle), Cr Dennis Sleight and I attended the funeral service of the late Mrs Eileen McCormack, the Mother of our Federal Member for Riverina, the Hon Michael McCormack MP. Our thoughts and prayers remain with Mr McCormack and his family. On arrival home, I went and gave my mother the biggest hug I could...she did survive thank God...

- I had an interview with the Wagga Daily Advertiser regarding the Temora Gift Card.
- The Deputy Mayor, Cr Graham Sinclair hosted the street naming ceremony for the well-respected O'Dea Family. I understand it was a warm and reflective occasion. Thanks to Cr Dale Wiencke, and all who were guests of Council for attending.

22nd January – I attended Council offices.

- I had a meeting with the REROC Chief Executive, Mrs Julie Briggs.

23rd January – I had an interview with ABC Riverina re: Queen's Baton Relay experience I'm to have on 29th January in West Wyalong. I'm very honoured to be representing our Temora Shire community at this significant event.

24th January – I attended a meeting at the Hospital, with Mrs Carla Bailey, updating me on the Theatre upgrade.

- I visited Narraburra Lodge

- I had a meeting with General Manager

25th January – I chaired the Temora & District Education Fund Board meeting.

26th January – Like many citizens, I attended Australia Day ceremonies at both Aria Park and Temora. This is a day I really look forward to, for many and varied reasons. Congratulations to Aria Park's Mr & Mrs Robert Bennett and Ms Frances Dwyer – who received Aria Park Outstanding Citizen Awards.

We extend congratulations to all nominees in the Temora Awards, all worthy of their recognition. Well done to Citizen of the Year, Mrs Enid Coddington, Yong Citizen, Miss Shania Corby and Event of the Year, Aria Park Central School's inspiring Sheep dog project. Council thanks Deputy Mayor, Cr Sinclair, Cr Max Oliver, my Mother, Mrs Beth Firman, and all the organising Committee members for working hard to host these events.

A special mention to retiring Aria Park event organisers, in Mrs Toots Noack and Mrs Robyn Lewis. They have done an excellent job over many years, and I know they'll remain heavily involved in other activities at Aria Park.

29th January – My parents (Mr & Mrs Bruce Firman) took me across to West Wyalong for the Queen's Baton Relay. It was an honour to meet the other Baton Bearers, particularly to catch up with good friends in Mrs Pat Wells and Mrs Shirley Clay, both Barmedman 'icons'. What an exciting occasion and one I shall not forget.

I had interview with the Temora Independent, ABC Riverina re: Queen's Baton Relay experience.

30th January – The Deputy Mayor (Cr Sinclair), Councillors and I attended a briefing session at the Chambers.

31st January – I chaired the REROC Executive Board meeting in Wagga.

- Congratulations are extended to Dr Brett Fritsch on his induction to the National Water Ski Hall of Fame. A great achievement and well deserved.

Report by Cr R B Firman OAM

MAYOR

RESOLUTION 40/2018

Moved: Cr Dale Wiencke

Seconded: Cr Dennis Sleight

It was resolved that the Mayoral report be noted.

CARRIED

RESOLUTION 41/2018

Moved: Cr Graham Sinclair

Seconded: Cr Nigel Judd

It was resolved that Council receive Staff Reports.

CARRIED

9 GENERAL MANAGER**9.1 CALENDAR OF EVENTS - FEBRUARY 2018**

File Number: REP18/72
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT**February 2018**

11th Springdale Progress Association
DELEGATES: Cr Oliver, Cr Smith
15th Council Meeting
20th Imagine Temora Committee Meeting
Council Chambers at 5:00 PM
DELEGATE: Cr Sleigh
21st Temora & District Sports Council Meeting
Temora Ex-Services Club - 6:30 PM
DELEGATES: Cr Firman, Cr Oliver
22nd TBEG Meeting - AGM
Temora Hotel at 4:30 PM
DELEGATE: Cr Reinhold, Cr Firman
26th Workshop – Draft Code of Meeting Practice

March 2018

1st Bundawarra Centre Management Committee
DELEGATE: Cr Smith, Cr Oliver
6th Committee Meetings
15th Council Meeting
20th Imagine Temora Committee Meeting
Council Chambers at 5:00 PM
DELEGATE: Cr Sleigh
21st Temora & District Sports Council Meeting
Temora Ex-Services Club - 6:30 PM
DELEGATES: Cr Firman, Cr Oliver
29th TBEG Meeting
Temora Hotel at 5:30 PM
DELEGATE: Cr Reinhold, Cr Firman

April 2018

8th Springdale Progress Association
DELEGATES: Cr Oliver, Cr Smith
10th Committee Meetings

- 17th Imagine Temora Committee Meeting
Council Chambers at 5:00 PM
DELEGATE: Cr Sleigh
- 18th Temora & District Sports Council Meeting
Temora Ex-Services Club - 6:30 PM
DELEGATES: Cr Firman, Cr Oliver
- 19th Council Meeting
- 29th TBEG Meeting
Temora Hotel at 5:30 PM
DELEGATE: Cr Reinhold, Cr Firman

RESOLUTION 42/2018

Moved: Cr Graham Sinclair

Seconded: Cr Dale Wiencke

It was resolved that the Calendar of Events be noted.

CARRIED

9.2 SEALS - FEBRUARY 2018

File Number: REP18/73
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

The Council Seal is required to be affixed to the following document:

- Transfer - 98 Airport Street, Temora



Report by Gary Lavelle

RESOLUTION 43/2018

Moved: Cr Max Oliver
Seconded: Cr Lindy Reinhold

It was resolved that Council affix the Council Seal to the above document.

CARRIED

9.3 JOINT ORGANISATIONS**File Number:** REP18/93**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. REROC - JO  **REPORT**

As Council are aware from ongoing discussions, the Local Government Amendment (Regional Joint Organisations) Bill 2017 has passed through State Parliament allowing Councils to voluntarily join new Joint Organisations (JO) in their planning region. At the meeting of Council held 21 December 2017, correspondence received from the Deputy Premier the Hon John Barilaro was considered and Council resolved that:

“That Council support the REROC JO option”.

On the 1 February 2018, the REROC Board met for a general meeting with the issue of the JO to be considered. At that meeting, the Board resolved to support the option of a REROC JO. A copy of the correspondence from REROC and details of the proposed JO is attached.

To meet the requirements of Government, Council need to formally resolve to participate in a Joint Organisation. Once the resolutions have been made by the Council, the Minister must wait at least 28 days before recommending the Joint Organisation to the Governor. That is, Council have a fixed 28 day period to rescind any resolution, unlike a normal Council resolution

Report by Gary Lavelle**RESOLUTION 44/2018**

Moved: Cr Graham Sinclair

Seconded: Cr Dale Wiencke

It was resolved that In accordance with Part 7 of Chapter 12 of the Local Government Act 1993 (Act) the Temora Shire Council (Council) resolves;

1. That the Council inform the Minister for Local Government (Minister) of the Councils endorsement of the Minister recommending to the Government the establishment of a Joint Organisation (Joint Organisation) in accordance with this resolution.
2. Approve the inclusion of the Councils area in the Joint Organisations area.
3. That the Joint Organisation be established to cover the Councils area and any one or more of the following Council areas – Bland Shire Council, Coolamon Shire Council, Cootamundra/Gundagai Council, Junee Shire Council, Lockhart Shire Council, Greater Hume Shire Council, Snowy Valleys Council, Wagga Wagga City Council.
4. That before the 28 February 2018, the General Manager provides the Minister with a copy

of this resolution including the date on which the Council made the resolution.

5. That on the expiry of a period of 28 Days from the making of this resolution, the General Manager informs the Minister that this resolution has not been rescinded.

CARRIED

REROC

RIVERINA EASTERN REGIONAL
ORGANISATION OF COUNCILS

1 February 2018

PO Box 646
Wagga Wagga NSW 2650
ph: (02) 6931 9050
fax: (02) 6931 9040
email: mail@reroc.com.au
website: www.reroc.com.au
ABN: 91 443 421 423

Mr Gary Lavelle
General Manager
Temora Shire Council
PO Box 262
TEMORA NSW 2666

Dear Gary ,

REROC Resolution in relation to the formation of the REROC Joint Organisation

I write following today's REROC Board meeting to advise Council of the Board's resolution in relation to the establishment of a Joint Organisation to service REROC's current Member Councils. The Board resolved the following:

REROC Board recommends the adoption of Option One and its Explanatory Notes to its Member Councils, with a full external review undertaken after 18 months of operation with the outcomes of the review to be put to the Board.

I have attached for your Council's information the overview of Option One, which the Board received to facilitate today's discussions. As the Board's Chairman I greatly appreciated the robust discussion that occurred in relation to the options under consideration. I am sure I speak for the entire Board when I say that such discussion is essential to a healthy and well governed organisation, it is also important to the continuing success of REROC and the future success of the proposed REROC JO.

As a result of today's resolution we are hoping that Member Councils will now be in a position to move confidently forward with their own resolutions in relation to the Joint Organisation initiative. I would appreciate receiving advice from your Council once it reaches a final position and resolution on its membership of the Joint Organisation.

I would like to extend my thanks to your councillors and staff for their valuable contributions towards the discussions on the formation of the REROC JO.

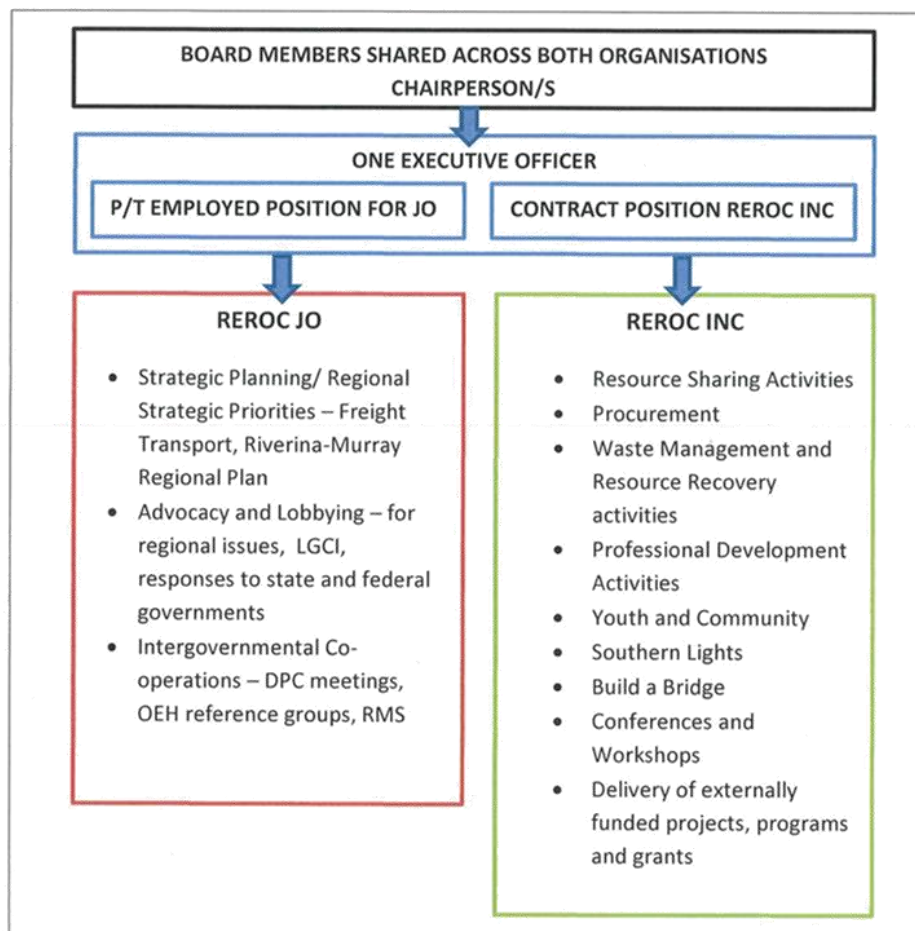
Yours sincerely



Cr Rick Firman OAM
Chairman
Encl.

councils working together

Option One – REROC Inc and REROC JO run side-by-side

**Explanatory Notes**

- The two organisations operate side-by-side.
- REROC provides the secretarial services for the JO on a peppercorn basis.
- The two Organisations share the same Board members (however, GMs are not on the JO Board). It will in effect be two separate Boards because they are separate organisations – however the membership can be the same.
- Two Organisations share the same Executive Officer. The JO employs a part-time Executive Officer – the JO has to have an employed EO because the EO is the Public Officer. REROC Inc continues with its contracted arrangements for the provision of Executive Officer services.
 - Employment of the JO Executive Officer is on a GM's contract with the salary set by the Board. The expectation is that it is at SES One level.
- Board meetings are held consecutively. The JO meeting is held and then closed. The REROC Inc meeting opens and then closes. AGMs are held consecutively as well.

- Community of Interest – the community of interest for the JO is the membership of REROC Inc. A council cannot be a member of the JO if they are not also a member of REROC. Membership of REROC requires that the member council looks to Wagga Wagga as its regional centre. Clause 7.3 of the Constitution states:
Members should only be drawn from the Eastern Riverina and should recognise Wagga Wagga as their primary, commercial, professional, social and sporting reference point or be an existing (as at 2005) member of the Shire's Association G Division.
- The expenditures associated with the activities that the JO undertakes are transferred from the REROC Inc budget to the JO budget.
- Member council contributions remain unchanged (apart from the usual rate-pegged annual increase).

For and Against

FOR	AGAINST
Minimal change to the way we currently operate. Same councils, same funding. Current activities are split between the JO (strategic) and the ROC (operational).	Challenge of splitting tasks between the 2 organisations.
Gives members a chance to trial the JO concept in a minimalist model.	Governance issues - REROC Board has GMs, the JO Board does not. Is this likely to cause problems?
Retaining REROC Inc. provides Member Councils with a "security blanket".	
Members can choose which organisation is best placed to provide a service to them. The Association structure has more flexibility and is not governed by the LG Act.	
Member Contributions can stay as is because running costs remain almost the same.	
Well established community of interest that is clearly centred on Wagga Wagga as the Region's service centre.	
Trust between members is strong.	
We can leverage the existing brand in our interactions with State and Federal agencies and politicians.	
Opens doors to more funding for the Region.	
Receive a share of the \$3.3 million in establishment funding.	
Members are familiar with the regional priorities.	

BUDGETS ARE ATTACHED

OPTION ONE - REROC JO	
BUDGETED INCOME STATEMENT	
	PROPOSED BUDGET 2018/2019
<u>Income</u>	
Contribution from State Government	300,000.00
Interest on Investments	5,000.00
	305,000.00
<u>Expenditure</u>	
Executive Officer Wages	11,000.00
Executive Officer Superannuation	1,140.00
Executive Officer Leave	1,223.08
Workers Compensation Insurance	400.00
Secretarial Services (by REROC)	1.00
Public Liability/Professional Indemnity Insurance	6,000.00
Travel	4,000.00
Representations	7,000.00
Meetings	3,000.00
Projects and Planning	5,000.00
Printing	1,000.00
Audit	3,000.00
	42,764.08
OPERATING RESULT	262,235.92
BUDGETED EQUITY STATEMENT	
	PROPOSED BUDGET 2018/2019
Equity	
JO	262,235.92
	262,235.92

OPTION ONE - REROC INC			
BUDGETED INCOME STATEMENT			
	ADOPTED BUDGET 2017/2018	ESTIMATED 2017/2018	PROPOSED BUDGET 2018/2019 RATE PEGGING 2.3% INCREASE 2016 ABS
<u>Income</u>			
Council Contributions	231,373.00		238,676.00
Sundry Income	2,000.00		2,000.00
Interest on Investments	10,000.00		10,000.00
Bitumen Emulsion Rebate	10,000.00		10,000.00
Special Projects - Income			
- Training/Workshops	2,000.00		2,000.00
- Youth Network			
- Street Lighting			
- LGP Rebates	10,000.00		
- Careers in Local Government			
	265,373.00	0.00	262,676.00
<u>Expenditure</u>			
Executive Services	208,696.00		213,913.40
Phone	4,080.00		4,182.00
Printing/Stationery/Postage	6,630.00		6,795.75
Advertising	1,530.00		1,568.25
Insurance	8,160.00		8,364.00
Rent	21,828.00		22,373.70
Travel	4,080.00		2,000.00
Web Site	5,000.00		2,500.00
Meetings/Catering	5,100.00		2,500.00
Representations/Attendance at Meetings	6,630.00		2,500.00
Legal/Accounting/Audit	6,000.00		6,150.00
Research & Resources	0.00		0.00
Subscriptions	700.00		717.50
Sundry	1,530.00		1,568.25
Special Projects			
- Training/Workshop	2,000.00		2,050.00
- Youth Network			
- REROC Scholarships	1,000.00		0.00
- Action Plan Projects	5,000.00		2,500.00
- JO Consultancy			
- Street Lighting			
- Strategic Collaboration			
- Careers in Local Government			
	287,964.00	0.00	279,682.85
OPERATING RESULT	(22,591.00)	0.00	(17,006.85)

9.4 OPERATIONAL PLAN - QUARTER 2 REPORT 2018**File Number:** REP18/103**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Operational Plan Quarter 2  **REPORT**

Report on progress to 31 December 2017 on Councils Operational Plan.

Report by Gary Lavelle

RESOLUTION 45/2018

Moved: Cr Max Oliver

Seconded: Cr Dale Wiencke

It was resolved that Council notes the Operational Plan Quarter 2 Review for 2017/2018.

CARRIED



TEMORA

The Friendly Shire

Temora Shire Council
Operational Plan
Quarter 2 – 2017/2018
Review

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Administration






Key Functions - Administration Services, Human Resources, Information Technology, Records Management, Financial Services

Policy Direction • To manage all records in accordance with the State Records Act • Commitment to e-commerce strategies • Support a larger share of taxation revenue for Local Government • Ensure Council's investment portfolio is properly managed to obtain highest possible secure interest yield within allowable form of investments

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Investigate the implementation of LG Solutions Software	Gary Lavelle	Progressing	▲	75%	Implemented the CPR module. Investigations to be undertaken on Enterprise Risk Management and Performance Management for budget consideration.
	Appoint an external IT consultant to undertake an audit of the Council system	Kurt Tinnock	Not Progressing		0%	Not started
	Call tenders for Banking Services	Jacqui Hall	Progressing	▲	25%	Currently developing tender documents. Tenders called first quarter 2018.
	Complete implementation and optimisation of Content Manager 9	Kurt Tinnock	Progressing	▲	60%	Security roles are still being updated
	Continue to maximise the opportunity to use technology to automate processes through Authority, GIS, and 3rd Part applications	Kurt Tinnock	Progressing	▲	40%	Intramaps update has been scheduled for March

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Create internal and external user guides for Council IT systems	Kurt Tinnock	Progressing	▲	40%	More guides to be created over the coming months
	Create procedures and guides for IT business systems.	Kurt Tinnock	Progressing	▲	35%	More procedures to be developed. Also investigating into Intranet being a possible location to store these documents so they are easily accessible by all staff
	Develop a system to test, evaluate and record (database) all hardware and software	Kurt Tinnock	Not Progressing	▬	0%	Not started
	Develop an IT asset replacement strategy	Kurt Tinnock	Not Progressing	▬	0%	Not started
	Develop ICT strategic plan	Kurt Tinnock	Not Progressing	▬	0%	Not started
	Develop IT disaster recovery plan in conjunction with business continuity plan	Kurt Tinnock	Not Progressing	▬	0%	Not started
	Develop procedures for person specific roles and introduce review sheets for each procedure	Jacqui Hall	Progressing	▲	20%	Review of current procedures underway.
	Implement alternative systems to the The Electronic Agenda (TEA)	Anne Rands	Completed	●	100%	Went live on the 1 January 2018.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Information Technology user agreement for staff	Kurt Tinnock	Not Progressing		0%	Not started
	Introduce a corporate password policy for adoption by Council	Kurt Tinnock	Progressing	▲	20%	Contacted Civica account manager and waiting on pricing
	Investigate the implementation of Civica Online Purchasing	Jacqui Hall	Progressing	▲	15%	Updated Service Definition and quote requested.
	Investigate the implementation of Civica Online Timesheets	Jacqui Hall	Progressing	▲	20%	Updated Service Definition and quote to be requested. C New has attended Civica demonstration.
	Investigate the implementation of Power Budget additional modules	Jacqui Hall	Not Progressing		0%	Updated Service Definition and quote to be requested
	Investigate the implementation of Work Order Budgeting	Jacqui Hall	Progressing	▲	75%	Work Order Budgeting has been implemented into the Test environment. Plan to go Live end of February 2018.
	Investigate the use of Cloud technology for business applications	Kurt Tinnock	Progressing	▲	20%	Ongoing
	Review and test all internal procedures	Jacqui Hall	Progressing	▲	10%	Review of rates procedures have begun.
	Review current and future requirements for ICT	Kurt Tinnock	Progressing	▲	20%	Looking into technologies for MANEX meetings. Social media capture and staff intranet

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Review of the rating structure mix	Steve Firth	Completed		100%	Report presented to Council. Resolved that no change was necessary
	Review the adaptation of smart card systems for building access	Kurt Tinnock	Progressing		40%	Requirements sent off to security contractor and awaiting pricing. Pricing received for Library/Pinnacle
	Review the security of Council Wi-Fi	Kurt Tinnock	Progressing		30%	Reviewed network migration document developed by Computer Systems Australia Pty Ltd. Wi-Fi will be changed to RADIUS authentication once password policy has been adopted and implemented.
	Review the use of Council staff intranet	Cathy New	Progressing		10%	Investigating options and content with IT Officer.
	Undertake Content Manager 9 development and training	Kurt Tinnock	Not Progressing		0%	Awaiting optimisation of Content Manager 9 before undertaking more training
1.1	Develop and implement a compliant internal audit program	Gary Lavelle	Progressing		70%	Internal Audit program in place.

Airport

Key Function - Temora Aerodrome

Policy Direction • Compliance with all CASA requirements to maintain registration • Maintain sufficient land stock for future development of the Temora Aerodrome • Lobby for the development of a Multipurpose Facility at the Aerodrome to meet the needs of user groups

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Develop plan for drainage upgrade at Temora Airport	Rob Fisher	Progressing	▲	30%	Survey nearing completion and drainage asset register currently being developed.
	Investigate relocation of weather station at Temora Airport to enable widening of the grass strip	Rob Fisher	Not Progressing	▬▬	0%	No action. Linked to reinstatement of TAF services action.
	Make submission to Bureau of Meteorology for the reinstallation of TAF services	Rob Fisher	Completed	●	100%	Submission complete.
	Review airside security issues	Rob Fisher	Not Progressing	▬▬	0%	No action
	Review management and staffing at Temora Airport	Rob Fisher	Not Progressing	▬▬	0%	No Action. Consider in conjunction with Aerodrome Management Plan.
9.6	Review taxiway, runway, aprons and access to fuel outlets	Rob Fisher	Progressing	▲	65%	Draft design complete for comment. waiting on pavement design details expect full completion in Feb 2018
9.6	Undertake Review of Legislative Compliance as a Registered Airport	Rob Fisher	Progressing	▲	20%	Town Planner has started investigations. Ongoing.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
9.6E	Develop policies in relation to key issues identified at Temora Airport including agricultural use, landing fees/user contributions, future airport estate expansion, potential multipurpose building and agreed infrastructure capability standards	Rob Fisher	Progressing	▲	50%	Ongoing. Draft policies included in master planning document due for completion by 30th June 2018.
9.6E	Development of a long term strategic plan for Temora Airport incorporating an Airport Asset Management Plan	Rob Fisher	Progressing	▲	15%	Preliminary draft Aerodrome Asset Management Plan Complete. No change from Q1.
9.6E	Installation of appropriate signage indicating access conditions to airport	Rob Fisher	Not Progressing		0%	No Action.
9.6I	Review the charges applicable to use of Temora Airport including landing fees	Rob Fisher	Progressing	▲	50%	Included in master planning due for completion by 30th June 2018.
10.2E	Develop concept plans for the development of a multi-purpose facility at Temora Airport	Craig Sinclair	Progressing	▲	25%	No progress since last update.
C16	Construct hardstand area and associated infrastructure for refuelling area	Rob Fisher	Not Progressing		0%	Scheduled for 1st quarter of 2018. no change from Q1.
C16	Construct taxiway for Airport Estate stage 3	Rob Fisher	Not Progressing		0%	Scheduled for 1st quarter of 2018. No change from Q1.

Aged & Special Needs Care

Key Functions - Aged Care, Home & Community Services (HACC), Persons with Disabilities, Senior Citizens

Policy Direction • Support existing providers of aged care services in the development and retention of facilities and services • Undertake regular and comprehensive consultation to ensure that the current and future needs of senior residents are met • Continue to seek funding for programs that improve the options available for frail aged and disabled

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Advise availability of Pinnacle Services transport to Wagga Wagga	Gary Lavelle	Progressing	▲	50%	Ongoing advertising of services
	Advocacy and Lobbying on behalf of private aged care providers	Gary Lavelle	Progressing	▲	50%	Strong lobbying for funding of Greenstone Lodge replacement. Meetings arrangements in place for a meeting with Government in early 2018.
	Attendance and participation in Interagency Meetings	Amanda Gay	Progressing	▲	50%	Attended interagency meetings where possible.
	Continue to maintain Pinnacle Service levels to meet the needs of clients	Sheree Axtell	Progressing	▲	50%	Continuing to accept all referrals made to PCS from My Aged Care for Aged Care clients and maintaining clients who are transitioning from ADHC funding to NDIS. New referrals for NDIS clients since last reporting period also.
	Create a positive ageing expo/information session	Claire Golder	Progressing	▲	20%	Event proposed for Seniors Week 2018. Draft folder being prepared for use at event. Folder to provide flyers with information relevant to seniors. Next meeting scheduled for 13 February.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Create awareness of the Positive Ageing Working Group with the community, local members of parliament, Murrumbidgee Primary Health Network and Murrumbidgee Local Health District.	Claire Golder	Progressing	▲	30%	Meeting held with Councillor Dennis Sleigh to discuss content of letters to be prepared for mailing to State and Federal Members. Letters in process of being drafted. Notes prepared by Cr Sleigh used to develop letter.
	Develop and deliver a promotions plan about how to access aged care services in Temora using digital media and information flyers covering relevant topics including medical services, transportation and home modifications	Sheree Axtell	Progressing	▲	50%	Pinnacle Community Services Marketing Plan attached to Q1 report. Continued advertising for Aged Care Services including fortnightly Aged Care ads in Temora Independent, ad at local cinema and regular posts on social media sights and website.
	Include images of people with disabilities in Council publications	Kate Slapp	Progressing	▲	50%	Narraburra News, Facebook and the Pinnacle website all have had images used from our Pinnacle House clients
	Investigate accommodation options for disability and independent living in Temora Shire	Steve Firth	Progressing	▲	50%	Rented accommodation provided for three Supported Independent Living recipients A further report will be submitted to Council regarding future options
	Monitor the finances of Pinnacle Services	Steve Firth	Progressing	▲	50%	A regular report is submitted to Council showing the financial position of Pinnacle Community Services
	Participate in advancing the	Amanda Gay	Progressing	▲	50%	Access and Equity Committee

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	agenda of the Interagency Network to include disability issues					established this action will be advance through the Access and Equity Committee.
	Promote the availability of transport facilities through Pinnacle Services	Sheree Axtell	Progressing	▲	50%	Regular promotion of transport services in Narraburra News, social media and ad at local cinema.
	Promotion of Pinnacle Community Services as a provider of choice for disability services	Sheree Axtell	Progressing	▲	25%	New Disability ad developed and now showing at local cinema to promote PCS as provider of choice. Regular fortnightly ad in Temora Independent and regular posts on Facebook. New NDIS clients referrals since Q1.
	Provide Pinnacle Services at no net cost to Council	Sheree Axtell	Progressing	▲	25%	Regular monitoring of financial reports to ensure service provision is kept within budget.
	Reintroduction of the Access Committee to inform Council processes relating to disabled	Amanda Gay	Progressing	▲	10%	Access Committee formed and will meet early 2018.
	Review access to public buildings and businesses in conjunction with TBEG	Sheree Axtell	Progressing	▲	5%	Joined Access Committee - will attend meetings as required.
	Review the hours of operation for Community Transport to include weekends and public holidays	Sheree Axtell	Progressing	▲	10%	Investigating options for out of normal business hours transport.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Support of the Positive Ageing Working Group	Claire Golder	Progressing	▲	50%	Meeting held in December. Information folder design preferences finalised with contractor. Advocacy continuing through letters to MPs, letter of support for Whiddon Group application for grant funding for extension to Narraburra Lodge.
	Support the development of private Aged Care facilities	Sheree Axtell	Progressing	▲	10%	Continued attendance of Positive Ageing working Group in support of all aged care services including development or expansion of aged care facilities.
	Support the increased capacity for seniors accommodation offerings in Temora	Craig Sinclair	Progressing	▲	50%	Assisted Whiddon Group with funding application for the extension of Narraburra Lodge. Liased with developers regarding the construction of aged care housing. Actively participated in Positive Ageing Working Group.
	Undertake My Aged Care Regional Assessment under contract to Community Options Australia	Sheree Axtell	Progressing	▲	50%	Contract being maintained and all referrals for RAS undertaken as received. Looking at recruiting & training another RAS assessor to ensure coverage of all LGAs can be met to maintain KPIs. 100% scored against all KPIs for the reporting period.
	Undertake systems mapping to support collective impact for disability inclusion across the Interagency Network	Amanda Gay	Progressing	▲	50%	Action will be carried out through the new Access and Equity Committee.
	Use social media and information flyers to create awareness of who can access	Sheree Axtell	Progressing	▲	50%	Regular promotion of transport services in Narraburra News, social media and ad at local cinema.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Community Transport and how to use this service					
	Utilise the My Aged Care portal Central Intake and Referral distribution to Pinnacle for Home Care Services	Sheree Axtell	Progressing	▲	50%	58 new referrals received during reporting period for the Temora, Cootamundra and Leeton outlets.
1.1E	Provide donation equivalent to 25% of General rate to the following: • Dr Parry Homes • Arianah Park Senior Housing, • Temora Senior Citizens Group, • Arianah Park CWA	Steve Firth	Completed	●	100%	Donations have been made
3.1	Provide information linkages to National Disability Insurance Scheme (NDIS)	Sheree Axtell	Progressing	▲	25%	Continued promotion of NDIS through client newsletters, social media, ad shown at local cinema.
3.1	Regular promotion of health services	Sheree Axtell	Progressing	▲	50%	Continued regular promotion of services for aged & disability services through social media, local newspaper and newsletters, ads at local cinema, brochures and website.
4.1E	Deliver access and inclusion training to Council staff and community leaders	Amanda Gay	Progressing	▲	50%	To be delivered in consultation with the new Access and Equity Committee. Committee established and training will be delivered in 2018
4.1E	Implement a Temora Shire Disability Inclusion Action Plan	Sheree Axtell	Progressing	▲	50%	Disability Inclusion Action Plan completed and actions will be implemented over time. Access Committee set up and will commence early 2018.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
7.5	Consider access issues at local parks, including removal of edging to allow wheelchair access	Rob Fisher	Not Progressing		0%	No action
7.5	Consider access issues at sporting grounds	Kris Dunstan	Progressing	▲	70%	Path has been installed to provide accessibility to Lake Centenary amenities. Gloucester Park path completed. Railway Precinct path and trail made accessible. Once access committee is established (by others) a more strategic approach can be developed.
7.5	Consider access issues at Temora Recreation Centre including ramp entry and accessible change rooms	Kris Dunstan	Progressing	▲	40%	Report on Stadium "Members Entrance was considered at November Assets and Ops Meeting. - Rejected Plan of Change room reconfiguration/refurbishment to be prepared for costing.
7.5	Plan, develop and maintain facilities, parks and gardens that respond to the needs of the community	Rob Fisher	Progressing	▲	15%	Some investigation complete. On going.
9.5	Provide mobility car park spaces that meet the needs of the community	Sheree Axtell	Not Progressing		0%	Will be referred to the Access Committee.
9.5	Review existing disabled car parking spaces	Sheree Axtell	Not Progressing		0%	Will be referred to Access Committee

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
10.2	Establish flexible work practices to encourage an inclusive working environment	Cathy New	Not Progressing		0%	Council has adopted a Disability Inclusion Action Plan and has adopted the Constitution for an Access Committee to address the ability to provide an inclusive working environment.
10.2	Provide disability awareness training to staff, new and current, as well as Councillors	Cathy New	Not Progressing		0%	To be arranged in 2018.
10.2	Review Council employment policy to address local and social benefit	Rob Fisher	Not Progressing		0%	No Action

Commercial Services

Key Functions - Caravan Parks, Land Stocks, Sale Yards, TAIC

Policy Direction: • Develop the existing caravan parks to a level where commercial interest would find the facilities attractive to lease or buy • Retention of caravan park facilities in Arianah Park and Temora

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
10.2	Consult with rural community regarding the reasons for closure of saleyards	Rob Fisher	Completed		100%	Complete
10.2	Physical closure of Temora Saleyards	Rob Fisher	Not Progressing		0%	No directive from Council to physically close saleyards. TBA.
10.2	Provide budget to enable the continued operation of Temora Agricultural Innovation Centre	Steve Firth	Progressing		50%	Budget is on track as presented in the Operational Plan
10.2	Provide comprehensive review of the operations of TAIC, considering Councils financial exposure and seeking additional revenue streams for TAIC	Steve Firth	Progressing		30%	Due to the current infrastructure works being carried out and their potential for major influence on the future revenue stream this report will be presented when this can be further clarified
10.2	Review options for the location and operation of Saleyards Truck wash and Standpipe	Rob Fisher	Progressing		40%	Report submitted to December Council meeting. Expect completion in early 2018.
10.2	Review options for use of land at Temora Saleyards	Rob Fisher	Progressing		30%	Investigations underway.





Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
10.2	Seek alternative location for holding of special sales	Rob Fisher	Not Progressing		0%	No Action. GM/Council has carriage of this at present.

Community Services

Key Functions - Child Care, Cultural Services, Education, Library Services, Town Hall Theatre, Town Hall

Policy Direction • Continuation of a Government funded childcare service through the Bland/Temora Family Day Care Scheme • Continued employment of a Community Services Officer • Support for Imagine Temora and membership of Eastern Riverina Arts (ERA) • Maximise the opportunity for cultural exchange with sister cities • Develop opportunities for relationship with Charles Sturt University (CSU) • Upgrade of the town hall facilities to meet the needs of a modern day conference/ entertainment venue

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Communicate with residents about the progress in the roll out of NBN and mobile towers in Temora Shire	Craig Sinclair	Progressing	▲	50%	Update provided in Narraburra News
	Connect with community members interested in a community garden and native plant propagation nursery. Secure grant funding for project. Potential urban Landcare group to be established	Belinda Bushell	Progressing	▲	50%	Awaiting appointment of new officer through LLS
	Create accessibility guidelines for events	Amanda Gay	Progressing	▲	50%	Access and Equity Committee has been established and these actions will be advanced through this committee.
	Develop a Communications Policy	Kate Slapp	Completed	●	100%	Completed
	Develop a Greeter Network to assist integration into the community	Ann Pike	Progressing	▲	15%	An ad was placed in the Temora Independent inviting people to register their interest in becoming a greeter. One person showed interest. Due to the lack of

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
						<p>demand and interest shown for this project, consideration should be taken to delete the project from the management plan.</p> <p>No progress has been made to establish this program. The initiative is not a good fit with tourism as the target group are not visitors but rather, new community members. Consideration should be given to moving the project into the Community Services portfolio of Council's activities if it is to succeed.</p>
	Develop a Management Plan for the future operations at Temora Library	Eileen England	Completed		100%	Completed and presented to Director of Administration and Finance, January 2018. The plan provides an overview of library management for staff, customers and Riverina Regional Library. The plan will be updated regularly to provide a strategy for future library directions.
	Ensure information on digital platforms is current and accurate	Kate Slapp	Progressing		50%	Continuous action. Websites and Social Media monitored daily
	Hold an annual Community Evening during Local Government Week with the format of the meeting to be determined.	Gary Lavelle	Completed		100%	Meeting held at Temora Ex Services Club
	Hold an annual meeting with rural ratepayers in rural localities on a rotational basis to discuss locality issues in	Gary Lavelle	Not Progressing		0%	To be considered in the next few months.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	conjunction with the local Councillor					
	Include access and inclusion criteria in Event Application Form and approval process	Amanda Gay	Progressing	▲	55%	Will be implemented after consultation with new Access and Equity Committee
	Include images of people with a disability, information on NDIS and other disability services in new residents packs	Ann Pike	Completed	●	100%	Information is currently being gathered so this information can be included in the New Resident Packs Brochures have been sought from Pinnacle and placed in the new Resident packs
	Investigate alternative mechanisms to improve communication, eg, Pop Up shops, Village road show, Focus groups	Gary Lavelle	Not Progressing		0%	Report to be provided to Council in first quarter 2018.
	Investigate and report on the establishment of an RTO	Amanda Gay	Progressing	▲	45%	Will be travelling to Gwyder for meeting with Rick Hutton and tour of Living Classroom on a weekend in March 2018 date to be confirmed.
	Partner with Bland Shire regarding family day care provision.	Steve Firth	Progressing	▲	50%	Monitor and assist with advertising and recruitment of new providers.
	Provide information about child care and early learning options in Temora on Council website, social media, new resident packs.	Amanda Gay	Progressing	▲	45%	Send appropriate information to Communications Officer to post. New Child Care Packages for 2018 information sent to Communications Officer for delivery to appropriate Council media sites.






Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Remain active on social media sites to ensure that issues affecting Council are identified	Kate Slapp	Progressing	▲	50%	Our social media is very active, particularly on the council, youth and Pinnacle sites. More attention is required for our other facebook pages. We are developing strategies to address specific circumstances
	Review content and distribution of Narraburra News to ensure that the impact and spread is optimised	Kate Slapp	Progressing	▲	50%	Online survey conducted including data about the Narraburra News and investigations regarding cost and distribution. More economic solution not yet found.
	Review Council websites to ensure mobile optimisation	Kurt Tinnock	Progressing	▲	50%	Communications Officer has created a report to deliver to Council
	Review options for the operation of Ariah Park Library	Eileen England	Progressing	▲	30%	Have discussed options with Riverina Regional Library Executive Director. Conduct community survey re library operations. Suggest deposit station, collection of donated material, loan by honesty system, or a swap collection. Advantages of Mobile Library visits are new stock, variety of material, access to computers.
	Review options for the provision of Narraburra News in a lower cost option such as plain paper	Kate Slapp	Progressing	▲	50%	Still investigating. Initial investigations indicate that the current arrangement is relatively cost effective.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Review Social Media policy	Kate Slapp	Progressing	▲	50%	Reviewed and a procedure document has been created in an attempt to have a uniform practice on social media that follows the Social Media Policy. Awaiting a team meeting to review the procedure.
	Review the effectiveness and relevance of Government and Non-Government programs for regional growth	Craig Sinclair	Progressing	▲	50%	Ongoing, including participation in discussions regarding the establishment of the South West Slopes Functional Economic Regions (FER)
	Review the structure and efficiency of the Section 355 Community Committee structure	Gary Lavelle	Progressing	▲	75%	Report presented to Council outlining conditions, adequacy of committees and providing a new model constitution and guidelines. Further report to February meeting of the Council.
	Review the use and scope of social media platforms	Kurt Tinnock	Completed	●	100%	Ongoing review. Social Media Policy adopted.
	Support the activities of the Bland/Temora Landcare groups	Belinda Bushell	Progressing	▲	75%	Awaiting appointment of new officer through LLS
	Support volunteers associated with Temora Town Hall Theatre	Kris Dunstan	Progressing	▲	50%	Completed and Ongoing. Volunteer retention levels pleasing. Annual Christmas Party scheduled for December. Management Committee social function/meeting also conducted in January.
	Undertake a Walk and Talk Tour of Temora for Councillors	Gary Lavelle	Completed	●	100%	Tour conducted and report to Council.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Upgraded use of digital media platforms to communicate with residents	Kate Slapp	Progressing	▲	50%	Investigating the use of an app for smartphones that would allow residents to perform many tasks relating to council in the palm of their hands. An app is expensive and liaising with IT Officer to seek alternate solution. Researching the option for a "bulk-message" service which would be cheaper, but not as functional.
	Use Council communications outlets to advise of volunteering opportunities	Kate Slapp	Progressing	▲	50%	Developing a video project with 355 committees showcasing what the committees do, how people can be involved and highlighting the importance for volunteers.
1.1E	Provide a current and upcoming works program in the Narraburra News	Kate Slapp	Progressing	▲	50%	Whenever applicable this is carried out
1.1E	Provision of a donation equivalent to rates for the Ariah Park Community Hall	Jacqui Hall	Completed	●	100%	Refund processed.
1.1E	Support the concept of conducting a Survey to gain the Residents feedback and review mechanisms for ratepayers to provide ongoing feedback to Council (Next survey 2021)	Gary Lavelle	Completed	●	100%	Not scheduled this financial year. New issues referred to process.
4.1E	Host an Afternoon Tea for carers	Sheree Axtell	Completed	●	100%	Afternoon tea for carers held on 24th November 2017.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
4.3E	Maintain the Direct Me guide	Amanda Gay	Progressing	▲	50%	New information is referred to the Communications Officer
4.3E	Provide an easy format flyer advising of volunteer opportunities in the community	Kate Slapp	Progressing	▲	50%	Gathering information for this document and it will be developed further with my new video project highlighting volunteering
4.4E	Conduct weekly youth cultural groups	Kim Sandgren	Progressing	▲	50%	Drama workshops are provided every Wednesday from 4pm to 5.30pm. This is continuing into 2018 , starts on the 7.2.2018.
4.4E	Develop and run weekly gaming activities to allow young people to meet, connect and interact socially	Kim Sandgren	Progressing	▲	50%	Youth Gaming Team meets Friday from 5pm to 8pm. starting on the 9th of February 2018 , for another year.
4.4E	Development of a program for school holiday activities	Kim Sandgren	Progressing	▲	50%	Programs have been completed for the Term 3 School holidays and we are currently designing Christmas School holiday programs. Movie days, cooking classes held for 2017 Christmas holidays.
4.4E	Undertake a survey of young people to establish activities to be held during the year	Kim Sandgren	Completed	●	100%	Surveys conducted at Temora high School and Ariah Park Central School
5.6E	Support Friends of Temora Shire Cemeteries	Belinda Bushell	Progressing	▲	75%	Fortnightly visits to site and meet with FOTSC Representative. Attend meetings wherever possible. Ariah Park Cemetery Toilet install 100% complete.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
7.1E	Review adequacy of signage at Temora Library and provide report to Council	Eileen England	Progressing	▲	10%	Will hold discussions with local signwriter. Will investigate signage at other libraries.
7.2E	Provide additional funding for emergency building works at Springdale Hall	Kris Dunstan	Progressing	▲	50%	Emergency Funding made available. On-site meeting held between Springdale Progress Committee and contractor. Work Scheduled to be completed prior to ANZAC Day
7.2E	Provide financial support to Springdale Memorial Hall Committee	Kris Dunstan	Completed	●	100%	\$5000 voted by Council - Available to Springdale Progress Committee
7.8	Create a public art policy	Amanda Gay	Progressing	▲	50%	Working with consultant to create new public arts policy- actions on this policy carry through to other policy.
7.8	Develop a welcome pack for new residents	Ann Pike	Completed	●	100%	A New resident pack has been developed in conjunction with the PVC.
7.8	Develop opportunities for the conduct of Artisan Markets	Amanda Gay	Progressing	▲	55%	Have created an opportunity for Artisan Markets within Grandparents Day function 2017. Working to create relationship with TEBEG to match Artisan with shopkeeper for Saturday Market atmosphere in main street one a month. Established an opportunity for Artisans at RFS Games September 2018 at Railway

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
						Station precinct. Creating expressions of interest for RFS Games Food Vendors
7.8E	Acquire funding for refurbishment of pool building	Amanda Gay	Cancelled by Council Decision		0%	Council decision to support purchase of old Scout Hall.
7.8E	Act as host of the 2017 Bald Archys	Amanda Gay	Completed		100%	Advertising commenced. Event to be held November 2017. Event held - works hung –exhibited and packed up and sent on. Peter Batey has sent the dates for 2018 Temora hosting. Event completed.
7.8E	Arrange visit to the National Gallery for museum volunteers	Amanda Gay	Progressing		50%	Meeting with NGA Guides representative in Canberra on weekend of March 03 2018 to nut out the details for 2018 visit.
7.8E	Broaden the scope of the Imagine Temora – Lifestyle Cell	Amanda Gay	Progressing		50%	Establishing a number of Lifestyle workshops to be delivered in 2018 currently working with (11) Facilitators for weekend and weekday workshops.
7.8E	Conduct Temora Shire Council Art Prize	Amanda Gay	Completed		100%	Highly successful community event held in September. Approximately 270 entries. Started working on Arts projects for 2018 Miniature Exhibition to run at Rural Museum in May 2018 together with Bonsai Exhibition and Facilitator Exhibition.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
7.8E	Hold a welcome function for new residents	Amanda Gay	Progressing	▲	70%	Scheduled a Welcome New Residents BBQ Tuesday 08 May 2018
7.8E	Maintain membership and hold executive position on Eastern Riverina Arts	Amanda Gay	Progressing	▲	55%	Membership and two positions held by Temora Shire Council. Slam Poet performed in Temora Temora has been indicated as the venue for ERA - Dream Big 2018 Eastern Riverina Arts Mobile Office in 236A Hoskins Street Temora 10.00 am - 2.00 pm - 13 February 2018
7.8E	Participation in Eastern Riverina Arts Projects	Amanda Gay	Progressing	▲	50%	CCSO is a member of ERA and participates actively in events. Dream Big Regional Arts Conference will be held in Temora in August 2018 date to be advised.
7.8E	Promote arts and cultural events through council media outlets including websites, facebook and 'whats on' in Narraburra News	Kate Slapp	Progressing	▲	50%	Working towards a concrete system that minimises mistakes and keeps individual's roles clear.
7.8E	Provision of an annual budget for the use of Imagine Temora within Council guidelines	Amanda Gay	Progressing	▲	50%	In progress
7.8E	Review of opportunities to develop arts based programs under NDIS	Amanda Gay	Progressing	▲	50%	In progress The CCSO currently teaches the Pinnacle Disability Art class every second Tuesday (in her own time) Work

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
						with Pinnacle to develop art based workshop for the NDIS Meeting with Pinnacle Manager to explore the development of Art based NDIS opportunities.
7.8E	Support at a minimum the following events, • Seniors Festival • Youth Week • Local Government Week • NAIDOC Day • International Women's Day • Australia Day • Volunteers Week • Mary Gilmore Festival including seeking grant funding for those events	Amanda Gay	Progressing	▲	70%	Alzheimer's Australia Mobile Van is booked and will present at Seniors Week. Also booked for evening presentation at the RSL Club 12 April 2018 Instigated meetings for Local Government Week 2018. Local Government week 2018 Rate Payer's Information Evening booked in at the RSL Club 5.30 pm 01 August 2018
7.8E	Support for the events supported by resolution of Council	Amanda Gay	Progressing	▲	50%	Supporting Events
10.2	Partner with SWWCC to establish and promote access to free public Wi-Fi in key areas	Craig Sinclair	Progressing	▲	20%	Discussions initiated with SWWCC. Kurt is confirming technical requirements for provision of WiFi to Hoskins Street CBD between roundabouts on Victoria and Parkes Streets.
10.2E	Create an alternative event to CARLE	Craig Sinclair	Completed	●	100%	Developed Country Living Expo which was held in conjunction with the Temora Show.
10.2E	Develop and distribute new resident packs to real estate agents, including	Ann Pike	Completed	●	100%	New resident packs have been developed. After speaking with Real estate agents most would prefer a voucher that they

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	development of an MOU					could give to their new residents. This ensures that the information that the residents receive is up to date and the voucher can be used as a data base for the new resident welcome. A voucher has been created and delivered to QPL, Miller and James, MF Brennan and Gersbach and Firman real estate agents.
10.2E	Host an open week in conjunction with TBEG Expo at the Temora Show	Craig Sinclair	Completed		100%	Country Change Expo held on 23rd Sept 2017 at the Temora Show with around 20 families registered as attending.
C1	Undertake upgrade of kitchen and toilets at Temora Library utilising grants and own source funds	Kris Dunstan	Not Progressing		0%	Not commenced.
C1	Upgrade lighting and sound equipment and refurbish main hall (grant required)	Kris Dunstan	Progressing		20%	Grant funding confirmed. Plans being refreshed and re-costed. Plan for work to commence in January 2019 during low use period.
C17	Upgrade or replacement of Council mobile stage	Kris Dunstan	Progressing		90%	Design finalised and reported to Council. Order placed. Expect delivery in Sept 2018

Economic Development, Tourism & Resident Attraction

Key Functions - Economic Development, Tourism

Policy Directions • To lobby for continued improvement of and access to services, transport, communications and utilities for Temora Shire • To attract grant funding to assist in the development of the Shire • To build a strong and united community force for the growth and sustainability of our Shire. • To plan for the possibility of a sudden upsurge in investment and population which may result from a new mine or other large employer • To keep State and Federal members informed of Temora's needs and our strategies to meet those needs. • To maintain close links with relevant State and Federal Govt. Departments, agencies and Regional Offices. • Increase the access to information regarding TSC and Government programs initiatives and funding opportunities to the community via newsletters and webpage on Council and www.temora.com.au websites • Maintain membership of Regional Tourism Bodies • Proactively seek business opportunities for Temora Shire including villages

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Actively target intensive agricultural business in the Sydney basin	Craig Sinclair	Progressing	▲	25%	Work commenced on an investment prospectus for Temora with RDA. Draft revisions sent back to RDA. The prospectus contains statistical and economic data which can be bolstered with case studies of local businesses to assist with lead generation.
	Adopt a policy direction regarding the participation of Bulk Water customers within the Goldenfields Network	Gary Lavelle	Progressing	▲	80%	Reported to Council and policy adopted. Meeting with other Councils to garner support.
	Attend quarterly RDA Riverina Economic Development Forums	Craig Sinclair	Progressing	▲	50%	Was unable to attend the end of year RDA function due to a diary clash, however I retain a close contact with RDA Riverina due to the Country Change program and Riverina Investment Prospectus initiative for which Temora is a test case.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Be proactive, professional and discrete when following up development lead opportunities	Craig Sinclair	Progressing	▲	50%	Ongoing.
	Commitment to the Temora Shire Sportsman Walk of Honour including provision of budget as required	Steve Firth	Completed	●	100%	No nominees -budget available
	Conduct a conferencing and events study to investigate the predicted demand for a suitable facility/s, location and user requirements, and operating costs	Craig Sinclair	Progressing	▲	75%	Little progress since last update
	Conduct a review of tourist signage in Temora Shire and implement recommendations, including investigating Canola Trail, Mary Gilmore Way and Arah Park detour signage.	Ann Pike	Progressing	▲	15%	Not Started A Plan has been developed and a final report should be available for Council in September 2018.
	Conduct audit of signage pertaining to AVIC and CMCA accreditation is undertaken	Ann Pike	Progressing	▲	30%	Signage audit pertaining to AVIC and CMCA is in progress and will be completed in November The signage audit will be completed in conjunction with the Tourist signage audit and a report will go to Council in September 2018






Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Conduct study to determine needs and develop strategies to address any housing shortfall in market	Craig Sinclair	Progressing	▲	10%	Little progress since last update.
	Connect businesses with complimentary skills, needs and resources.	Craig Sinclair	Progressing	▲	50%	Ongoing. TBEG "Beers n Business" networking event launched successfully on the last Thursday of the month. Regularly attracting crowds of up to 40 business people. Details of funding and learning opportunities shared via a newly created database of 376 local business contacts on Mailchimp. Average open rate for the list is 39.2%, almost double the industry average.
	Continually build rapport with relevant politicians	Craig Sinclair	Progressing	▲	50%	Ongoing, in particular have met informally with Michael McCormack and Steph Cooke during this period.
	Continue to drive the Temora Food Network and attend gatherings	Craig Sinclair	Progressing	▲	20%	Actively participating in TFN Facebook page moderation. Gathering to be scheduled after harvest.
	Create a local trades directory	Craig Sinclair	Progressing	▲	30%	No progress since last update
	Develop partnership between Temora Food Network and Bland Temora Landcare Groups	Craig Sinclair	Not Progressing		0%	This action to be assigned to Landcare Officer (currently vacant)
	Develop priority projects to 'shovel ready' in order to take advantage of funding opportunities as they arise, including • Lake Centenary	Craig Sinclair	Progressing	▲	25%	TAIC- the machinery and training shed (funded under the GRDC grant) will be the first step towards a conferencing facility and will provide accessible toilets and kitchen to the nearby stables. Rural Museum -

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Holiday Park, The Stables Function Centre at TAIC, NSW Ambulance Museum, Greenstone Lodge Hotel, Aeroclub Bellman Han					rebranding project brief finalised ready for submission to Council. Greenstone Lodge - Whiddon Group have submitted funding application for extension to Narraburra Lodge, if approved talks can commence regarding Greenstone. No progress on other projects.
	Develop procedures for applications to hold events within Temora Shire	Amanda Gay	Progressing	▲	50%	The Event Policy has been created and adopted by Council and commenced creating steps for internal procedure. Internal procedure has gone to MANEX and agreed to set time to workshop with relevant parties.
	Develop tools and a process to support event organisers to hold quality events	Amanda Gay	Progressing	▲	50%	Researching and developing tool kit for events in Temora.
	Develop tours pertaining to Agriculture	Ann Pike	Progressing	▲	10%	Several attempts have been made to organise a famill tour at Graincorp to no avail due to heavy workloads by staff at Graincorp. Will try again after harvest. Canola trail has proved to be very successful with several people contacting the VIC from Sydney and wanting to do the drive. Maps have been well received. No progress on developing the Graincorp tour this quarter

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Develop, implement and test an Accommodation Charter for Temora Shire	Ann Pike	Progressing	▲	80%	An accommodation charter has been implemented and a meeting held with stakeholders to present same. A copy needs to be forwarded to stakeholders to sign off on. Meeting held with EDO to finalize Accommodation Charter
	Disseminate grant information to relevant stakeholders	Craig Sinclair	Progressing	▲	50%	Ongoing. Grant information disseminated via email, Facebook or phone call as appropriate.
	Encourage the development of new events for Taste Riverina	Craig Sinclair	Progressing	▲	50%	A revised strategy for Taste Riverina will see the festival replaced with a promotional vehicle that allows events to be marketed under the Taste branding all year round. If approved this is likely to come online early in the 2018/19 financial year. This will provide more opportunities for a diverse range of events to be held throughout the year.
	Encourage the provision of additional visitor accommodation during peak periods	Ann Pike	Progressing	▲	20%	Investigating the possibility of AirBnB to replace homestay. TBEG holding a meeting in February to discuss and attract interested people to participate in Air B&B.
	Ensure all accommodation options are listed on Get Connected, Council Website, Google and Trip Advisor	Ann Pike	Progressing	▲	70%	This is an ongoing process. All operators are encouraged to register their own business on Get Connected and have been emailed with the information on

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
						<p>how to register.</p> <p>All operators that have supplied information have been placed on the Council website.</p> <p>Approximately 55% of Accommodation providers have been loaded on Get Connected</p> <p>88% of accommodation providers are on www.temora.com.au</p> <p>77% of accommodation providers are on Google and</p> <p>55% are on tripadvisor.</p>
	Facilitate a smooth DA process for investors	Craig Sinclair	Progressing	▲	50%	<p>Ongoing. Assisted Whiddon Group with application for funding the extension of Narraburra Lodge including sourcing letters of support and initial planning assessment response. DA yet to be submitted. Assisted with progressing the Timmins Street Childcare Facility - amended DA approved.</p>
	Facilitate and promote training through State, Federal and Regional agencies	Craig Sinclair	Progressing	▲	50%	<p>Ongoing. Training opportunities promoted through email, social media and TBEG as appropriate.</p>
	Investigate design options for the VIC space	Ann Pike	Progressing	▲	10%	<p>Not started</p> <p>Meeting with EDO held and a discussion will be held in regards to sourcing professional people for design and quote for a new design for the VIC</p>

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Investigate options for the reuse of Greenstone Lodge if the facility becomes vacant	Craig Sinclair	Progressing	▲	20%	The Whiddon Group are awaiting funding for the development of the extension to Narraburra Lodge before engaging in conversations about Greenstone. Assisted Whiddon Group with funding application for extension of Narraburra Lodge to strengthen connections with the organisation.
	Investigate potential opportunities to accommodate camping, caravans, RVs and cabins at Lake Centenary. Include investigation as part of Conference and Events Study	Craig Sinclair	Not Progressing		0%	No progress.
	Investigate the development of a tourist park at Lake Centenary	Craig Sinclair	Not Progressing		0%	Not started
	Investigate the potential of establishing a produce swap of farmers market	Craig Sinclair	Not Progressing		0%	This action to be reassigned to Landcare Officer (currently vacant)
	Maintain accreditation for the Temora Visitor Information Centre	Ann Pike	Completed	●	100%	The Visitor Information Centre has received accreditation until June 2018
	Maintain strong relationships with local estate agents to monitor markets and communicate to property owners	Craig Sinclair	Progressing	▲	50%	Ongoing. Regular informal contact with all four estate agents regarding a range of property issues, including empty shops and demand for large lot residential land and lifestyle blocks.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Participate in Taste Riverina	Craig Sinclair	Completed		100%	Three events registered in Temora Shire for Taste Riverina Festival in 2017 along with participation in Top Plates by two local restaurants.
	Partner with NSW Housing to investigate opportunities to increase the availability of affordable housing	Kris Dunstan	Progressing		70%	Crown Land negotiations progressing. \$90K purchase price has been agreed upon. (Reported to October, 2017 Council Meeting). Acquisition still progressing through NSW Govt. processes. No further progress in this quarter. Dept of Housing have again requested for status update. No response
	Promote opportunities for employment in aged related services including home and garden maintenance	Craig Sinclair	Progressing		15%	Active attendance at Positive Ageing working group meetings. and working through other priorities at present
	Promote the use of booking engines to accommodation providers	Ann Pike	Progressing		35%	Accommodation operators were informed of booking engines at the Accommodation Charter information session and advised if they wanted more information to contact Council. To date VIC Manager has not received any enquiries. At present there are about 16% of operators using a booking engine. Some use their own website linked to booking engine some are on standalone websites eg booking.com
	Provide advice and support to the TBEG	Craig Sinclair	Progressing		50%	Ongoing attendance at TBEG meetings. Temora Gift Card successfully launched with \$12,000 loaded on to cards up to December 31st. Christmas Street Fair event delivered successfully. Joint working group

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
						formed with TBEG and TAM to promote local economic opportunities for the Warbirds Downunder Airshow. Workshop scheduled to encourage rural landowners to provide camping opportunities.
	Provide funding for up to 5 hours per week for the TBEG Executive Officer	Craig Sinclair	Progressing	▲	50%	Ongoing
	Provide plan for the development of Boginderra Hills Picnic Area	Craig Sinclair	Progressing	▲	30%	Direct contact made with a proactive officer at NPWS. Report to February Assets and Operations Committee
	Provide relevant information about housing, services, facilities and opportunities for community involvement to potential new residents	Kate Slapp	Progressing	▲	50%	Spitfire Drive promotion has begun in conjunction with the Economic Development Officer and QPL Real Estate
	Provide the Mayor with the appropriate information to best represent the Shire's needs.	Craig Sinclair	Progressing	▲	50%	Ongoing
	Provision of professional development training in conjunction with TBEG	Craig Sinclair	Progressing	▲	25%	Various externally provided training opportunities were promoted.
	Review options for the future operations of Temora Showground	Gary Lavelle	Progressing	▲	35%	Report to be provided to Council. Ongoing discussions with Dept of Lands.
	Support of buy local campaign in conjunction with TBEG	Craig Sinclair	Progressing	▲	85%	Temora Gift Card launched successfully with over 40 businesses participating and \$12,000 loaded on to the cards up to Dec 31st

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Support relevant organisations to prepare grant applications	Craig Sinclair	Progressing	▲	50%	Ongoing. Support provided to the Whiddon Group.
	Support TBEG in the delivery of events and initiatives	Craig Sinclair	Progressing	▲	50%	Support provided - including Temora Gift Card, Xmas Street Fair, Temora Business Awards, Beers N Business, YouCamp information session, Warbirds information session, website redevelopment.
	Support the implementation of relevant government programs aimed at farm diversification and collaboration	Craig Sinclair	Progressing	▲	50%	Attended the FarmLink strategy planning day in December to assist with planning. Coordinated a YouCamp information day to be delivered in Feb aimed at farmers looking to diversify income.
	Undertake workforce planning with developers to determine likely spikes in population and communicate the impacts to relevant stakeholder in advance.	Craig Sinclair	Progressing	▲	50%	Continued liaison with developers including LPC for chicken farm workers and determining labour force requirements for other large scale developments in the future.
	Utilise support available through Randwick City Council	Craig Sinclair	Progressing	▲	50%	Progress on proposals with Randwick have halted due in part to difficulty obtaining support from the relevant staff there and the delay caused by the induction of newly elected Councillors.
	Work with developers to ensure local tradesman are used where possible	Craig Sinclair	Progressing	▲	50%	Ongoing
	Work with Environmental Services and local developers to ensure there is	Craig Sinclair	Progressing	▲	50%	Letter prepared to land owners of land zoned for large lot residential but which has not been developed. Discussions ongoing

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	a sufficient pipeline of available residential land					with owners of land in French Street regarding potential development.
1.1E	Maintain a subscription to Easy Grants & distribute to relevant stakeholders	Craig Sinclair	Progressing	▲	50%	Subscription maintained. Copyright prevents redistribution however relevant grants are highlighted to relevant stakeholders or promoted via Facebook and/or email.
10.1E	Develop a new tourism brochure and digital flip page for Temora Shire	Ann Pike	Completed	●	100%	Booklet completed September 2017
10.1E	Maintain membership of, and actively participate in, regional tourism bodies	Craig Sinclair	Progressing	▲	50%	Ongoing Chair of Thrive Riverina. Participation in Destination Management Plan consultation review. Development of Thrive strategic plan. Ongoing consultation with Destination Riverina Murray.
10.1E	Provide a budget and associated policy for the PVC for the purpose of promoting and developing events and tourism initiatives	Craig Sinclair	Progressing	▲	50%	Budget in place. Policy not commenced.
10.1E	Work with Junee and Coolamon Shire's to actively develop and promote the Canola Trail experience and brand in all relevant tourism channels	Craig Sinclair	Progressing	▲	50%	Little activity on promoting the Canola Trail during this period due to it being the off-season and a difficulty meeting with other partner representatives.
10.2	Development of strategic partnership with Farmlink to attract new industry and provide opportunities for	Craig Sinclair	Progressing	▲	50%	Participated in Farmlink's strategic planning workshop. Ongoing discussion and support with Farmlink staff regarding grant opportunities.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	existing industry through diversification					
10.2	Review the relative cost of the provision of electricity and other utilities in Temora Shire	Craig Sinclair	Not Progressing		0%	Not started
10.2E	Create a development prospectus, including Ariah Park and update the relevant pages on the temora.gov.au website	Craig Sinclair	Progressing	▲	30%	First draft of the investment prospectus released by RDA. Feedback provided. Awaiting updated design from RDA before commencing the sourcing of local case studies and designing the document.
10.2E	Host a Landcare 'Farm to Fork' feast in conjunction with Taste Riverina Festival	Craig Sinclair	Not Progressing		0%	This action to be reassigned to Landcare Officer (currently vacant)
10.2E	Maintenance of membership of NSW Business Chamber	Craig Sinclair	Completed	●	100%	Membership renewed for 12 months
10.2E	Participate in relevant conferences that focus on regional development issues	Craig Sinclair	Progressing	▲	50%	Participating in ongoing discussions regarding Functional Economic Region. Presented at a conference on Economic Development in Melbourne in November. Participated in forum regarding development of freight at Canberra Airport.
10.2E	Partner with neighbouring LGA to investigate the fees and charges of Goldenfields Water including a comprehensive submission on the Developer Services Plan	Craig Sinclair	Progressing	▲	90%	No change since last update.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
10.2E	Support TBEG as a Council Committee and through financial assistance	Gary Lavelle	Progressing	▲	50%	Provision of assistance through partial funding of the Executive Officer
C1	Complete construction of tourist information bays at: Temora West Park, Lake Centenary, Edis Park, Arian Park, Victoria Street, Springdale	Craig Sinclair	Progressing	▲	60%	Quote approved for signage to be installed. Designs completed for Temora bays and almost complete for Springdale and Arian Park. Location for Lake Centenary bay confirmed.

Engineering Services

Key Function - Management, Administration, Contract Services, Design, Road Safety, Asset Management, Procurement

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Adoption of the Safe Systems Approach to planning, development and implementation of RSO programs to improve road user safety in local communities	Michelle Doolan	Completed		100%	Completed. Safe Systems Approach incorporated in all LGRSO Projects for 2017-2018
	Build relationships with inter Council management and contractors to develop technical capacity	Rob Fisher	Progressing		50%	Following Q1 reports Attended REROC Infrastructure and Water Technical Committee meetings. LGP training and website has given access to extensive engineering technical support.
	Commence review of current construction methods to ensure consistency	Rob Fisher	Progressing		10%	Started development of standard concrete specifications and drawings. On going.
	Conduct stakeholder meetings and community consultation on local road safety issues	Michelle Doolan	Progressing		50%	Action is ongoing for 12 months.
	Develop procedures and templates for the provision of a business case for all capital works on Council land not covered by asset	Gary Lavelle	Progressing		30%	Reviewing options for the development of a robust system to review projects.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	development plans (roads, plant, transport infrastructure)					
	Develop, refine and implement asset specific plans for transport infrastructure including: Asset Hierarchy, Hierarchy Objectives, Maintenance Targets, Defect Management, Risk Management Inspection	Rob Fisher	Progressing	▲	35%	No change from Q1
	Development of a maintenance Memorandum of Understanding (MOU) with utility companies working within the road verge and nature strip	Rob Fisher	Progressing	▲	35%	Meeting with GWCC complete. Ongoing.
	Maintain RSO Facebook page and update Council's social media platforms and website with up-to-date road safety information	Michelle Doolan	Progressing	▲	50%	Action is ongoing for 12 months.
	Review engineering departmental structure and position responsibilities	Rob Fisher	Progressing	▲	80%	No change from Q1
	Review of engineering policies and procedures	Rob Fisher	Progressing	▲	30%	Large project. Base draft IMS document complete. Some draft policy, procedure and forms complete. Scheduled for completion by 30th June 2018.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Review of plant and equipment policy framework and Asset Management Plan	Tony Hingerty	Progressing	▲	20%	Ten year capital replacement program updated and a continuing process. Asset management plan is under review.
	Review of Rural Bus Stops and Pick Up/ Drop Off points	Michelle Doolan	Progressing	▲	50%	Review of updated TINSW and CIRS policies conducted. Initial meeting with bus operator conducted. Current TSC Bus Route plan reviewed. Full compliment of bus operators to be contacted and updated routes to be advised to TSC.
	Review the Transport Asset Management Plan biennially, undertaking 4 reviews per annum. Update the: Audit Asset Register, 10 year rolling works program, Future demand projections	Rob Fisher	Not Progressing		0%	No Action. Plans remain in development.
9.3E	Campaigns include: Speed, Drink Driving, Fatigue, Driver Distraction/ Inattention, Seatbelts/Child Restraints, GLS (x2), Mobility Scooter Workshops, Pedestrian Safety, Older Drivers, Safety Around Schools, Young Drivers	Michelle Doolan	Progressing	▲	50%	LGRSO campaigns continuing. All programs will be completed by 30 June 2018
9.3E	Conduct local projects including (but not limited to): Bike Week Campaign, Stepping On Programs – with local Allied Health, Youth Programs (e.g. Cool Heads),	Michelle Doolan	Progressing	▲	50%	RSO local projects continuing. Final delivery will be completed by 30 June 2018



Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Fatality Free Friday Campaign, Road Rules Awareness Week Campaign, Bus Safety Awareness Week Camp					
9.3E	Participation in the Local Government Road Safety Program (LGRSP)	Michelle Doolan	Progressing	▲	50%	Participation will continue until 30 June 2018 and then new contract period begins
9.3E	Update of Road Safety Action Plan and provision of report to member Councils	Michelle Doolan	Progressing	▲	90%	Action Plan and Crash Statistics Analysis are continuing. RMS have now advised RSOs that the Local Government Road Safety Program's Action Plans, reports and statistical analysis need to be completed and uploaded to RMS database for approval and return to Councils by April 2018. RSO will complete all plans and provide full document to Council.
93.E	Ensure adherence to terms of LGRSP Agreement	Michelle Doolan	Progressing	▲	50%	LGRSP terms adhered to.

Engineering Works

Key Functions - Parking, Street Lighting, Street Trees

Policy Directions • Improve the quality of street lighting by the installation of more energy efficient, low maintenance systems • Secure quarry sites strategically located around the shire (subject to quality requirements) to minimise travel time to works

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Audit of official gazetted road naming data and establishment of list of TSC gazetted road names	Alex Dahlenburg	Progressing	▲	25%	Clarification has been sought from the Geographical Names Board on which road names are gazetted or not. List of un-gazetted road names developed (Approximately 400 un-gazetted road names), we need to put this in the correct template and submit to the government gazette.
	Develop a formal Street Tree Policy dealing with replacement species, early care and maintenance, planting location, adjacent asset protection and removal rehabilitation	Chris Campbell	Progressing	▲	10%	Staff are following information collected in 2016 Tree Audit Report. Field Survey information and assessment findings have been followed with removal and replacement recommendations discussed.
	Develop a street lighting policy including audit (mapping of assets to be undertaken in future program)	Rob Fisher	Progressing	▲	50%	Obtained street lighting GIS data. Consultation with Essential Energy planned for early 2018. Scheduled for completion by 30th June 2018.
	Ensure level of footpath provision is based on community service expectations	Rob Fisher	Progressing	▲	20%	Access committee formed.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Review adequacy of long vehicle parking in Temora CBD	Rob Fisher	Completed		100%	Report submitted to December Council meeting.
	Review and mapping of road network ownership including Crown Land	Alex Dahlenburg	Progressing		10%	Enquiry submitted to crown lands and DFSI (old LPI), confirming that this process is not simple. Their suggestion was to undertake a status search of all roads to determine ownership as there is no database with this information. A status search is currently \$274 per search. We had previously been provided mapping of supposed crown roads in GIS format however this data is very questionable. This is very large topic to address and if no simple solution is discovered, then this work may need to be considered in councils budget (as a status search would total approximately 450 road searches times (x) \$274 each = \$123,300) It may be worth considering undertaking status searches on only questionable roads not entire network!
	Review the Pedestrian Access and Mobility Plan (PAMP) in conjunction with Council's Engineering Department, local organisations (eg. Pinnacle) and Councillors, and provide details on road safety	Rob Fisher	Not Progressing		0%	No Action. Would like to involve access committee.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	concerns. Involve disability groups in consultation.					
9.5E	Implement priority actions for removal and replacement of street trees	Chris Campbell	Progressing	▲	15%	Investigating actions for removal but following inspection's for dead dying and diseased trees as priority. Progressing.
C8	Undertake Footpath construction and maintenance in accordance with the Footpath Assets Capital Works Program	Rob Fisher	Not Progressing		0%	No action from Q1 reports

Environmental Services

Key Functions - Climate Change, Environmental Management, Noxious Plants and Pests

Policy Directions • Develop/promote initiatives/campaigns relating to energy and water efficiency • Council to lead by example by developing and implementing measures to reduce water-energy usage in Councils buildings and facilities • Establish realistic organisational energy savings targets to be genuinely measured to establish a smaller environmental footprint by Council • Conduct of public education program to explain to residents the issues faced by Council in relation to weeds • Weed Plan Continue with the Weeds Alliance

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
3.2	Commitment by Council to the Fight the Fruit Fly Committee	Kris Dunstan	Progressing	▲	50%	Temora Fight the Fruit Fly Committee have accessed the TSC Env. Liaison Committee Small Projects Fund. Fruit Tree workshop conducted by the Landcare Support Officer. Support Ongoing. Anecdotal, reports of incidence of fruit fly infestation appear to have diminished. Program working???
5.7	Review the operational responsibility and naming an organisation to replace the environmental liaison committee	Kris Dunstan	Progressing	▲	10%	No progress. Landcare Support Officer resigned, which has stalled the ELC reactivation plan. New Officer yet to be appointed.

Governance

Key Function - Council relationships (other Councils, Government departments, Local members & Sister City Relationships), Governance, Lobbying and Advocacy

Policy Directions • Membership of Riverina Joint Organisation • Maintain membership to Local Government NSW • Membership to Riverina Eastern Regional Organisation of Councils (REROC) • Maintain membership of Eastern Riverina Arts (ERA) • Maintain membership of Economic Development Officers (EDO) network • Maintain membership of Riverina Regional Library Service (RRLS) • Maintain membership of the Country Mayors Association • Actively maintain relationships with non REROC neighbouring Councils • Seek ways in which Sister City activities can be of benefit to the residents of the Shire • Support for Constitutional recognition of Local Government • Development of robust and transparent internal audit programs within the Council to ensure that the risk to Council is minimized • Provision of training opportunities for all elected members • Support of Councillors who wish to undertake professional development courses • Undertake a comprehensive resident satisfaction survey every 4 years after election • Maintain close relationships with local members and act at all times in a non-political manner • Acknowledge that it is the role of council to represent all areas of the local community to external parties

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Advocate on behalf of the Community for the retention of: Schools within Temora Shire, Health Services within Temora Shire, Adequate Police Numbers, Electoral Commission re pre poll voting in Temora in State and Federal Elections, Lobby for the retention	Gary Lavelle	Progressing	▲	50%	Ongoing advocacy. Strong representation regarding operating theatre at Temora Hospital. Unsuccessful with prepoll voting at State election.
	Ensure all available funding options are utilised to achieve the Council projects outlined in the Delivery Program	Craig Sinclair	Progressing	▲	50%	Ongoing. Regional Sports Infrastructure Grant reviewed and deemed unsuitable for Nixon Park. Potential projects listed review completed in December. South West Slopes FER discussions ongoing to gain access to Growing Local Economies Fund on completion of Regional Economic Development Strategy.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Increase communication at an official level between Council and Temora Hospital administration and LHAC	Gary Lavelle	Progressing	▲	50%	Close ties exist as evidenced by the theatre closure issue.
	Increase communication at an official level between Council and the Temora Community Centre	Gary Lavelle	Progressing	▲	5%	Initial contact made with formal discussions still to occur.
	Lobby for improved Medicare/Centrelink services for Temora	Craig Sinclair	Not Progressing		0%	Not started
	Lobby state and federal governments for ongoing increased local road funding	Gary Lavelle	Progressing	▲	50%	Ongoing lobbying undertaken with RMS and Government.
	Maintain membership to following organisations: Eastern Riverina Arts, REROC, Riverina JO (when enacted), Destination Riverina Murray, Riverina Food Network, Local Government NSW, Economic Development Officers Network, Riverina Regional Library Service, C	Gary Lavelle	Progressing	▲	50%	All memberships maintained.
	Review of staffing at Temora Library	Steve Firth	Progressing	▲	50%	Discussions have been held and arrangements are being trialled to account for the imminent retirement of the Librarian (6 months) and the reduction of hours of the current assistant.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Review the Workforce Plan including workshop with key staff	Cathy New	Not Progressing		0%	To start in 2018.
1.1	Hold a committee meeting (Assets & Operations) at Arianah Park	Gary Lavelle	Not Progressing		0%	Scheduled for first quarter 2018.
1.1E	Establish a Sister City Committee to determine activities and future strategies	Amanda Gay	Progressing	▲	50%	Working with Sandeep Verdi Randwick City Council towards the establishment of a Sister City Committee.
1.2E	Employment of an engineering intern from CSU	Rob Fisher	Progressing	▲	75%	No action from Q1 report.
1.2E	Employment of an IT trainee	Gary Lavelle	Progressing	▲	60%	Position description developed and advertising undertaken.
4.5	Advocate for the retention and development of all schools within Temora Shire	Gary Lavelle	Progressing	▲	50%	Ongoing advocacy.

Heritage

Key Function - Bundawarrah Centre, Heritage, Railway Precinct

Policy Directions • To collect and preserve local history in its various forms in the area generally covered by the Temora Shire Council • Council are committed to the retention of the current management structure at the museum • Commitment to Temora Shire Council Heritage Committee

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Report on succession planning for Bundawarrah Centre	William Speirs	Progressing	▲	10%	Conversation with senior staff initiated
	Review Items of Environmental Heritage as part of Temora Local Environmental Plan review	Claire Golder	Progressing	▲	25%	Draft potential additional heritage items and amendments have been circulated with Council's Heritage Committee. To be finalised as draft at February Heritage Committee Meeting. Meeting scheduled for 8 February.
	Support the Heritage Assistance Fund. Support community heritage groups in accordance with policy	Kris Dunstan	Progressing	▲	50%	Completed and Ongoing
	Support the Temora Heritage Committee	Belinda Bushell	Progressing	▲	75%	Drafted end of year report. commencing discussions for the Springdale Grant. Continuing support to committee and heritage advisor
5.5E	Continue the Temora Heritage Advisor program	Belinda Bushell	Progressing	▲	75%	strong appointments with advisor still continuing - drafting end of year report
7.6E	Provide resources towards the enhancement of the Temora Railway Precinct as a heritage tourism and event destination	Belinda Bushell	Progressing	▲	75%	Continue to support. Lease agreements for loan items completed now need to arrange for freight.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
7.7E	Develop and implement re-branding strategy for Rural Museum	William Speirs	Progressing	▲	40%	Project Brief completed ready for Expressions of Interest. Conversations initiated with Museum stakeholders re. rationale for change
7.7E	Develop Rural Museum social media presence	Kate Slapp	Progressing	▲	50%	Rural Museum Manager and Communications Officer working to ensure regular update of content.
7.7E	Host temporary travelling exhibitions	William Speirs	Progressing	▲	50%	Bald Archy Prize Exhibition concluded and works now in process of dispersal to their owners. "A Brush With Art" Exhibition on show. Draft Exhibition Calendar for 2018 has been developed
7.7E	Rural Museum website upgrade	William Speirs	Progressing	▲	50%	Stand-alone museum website migrated and integrated into TSC website. Addition content still required
C1	Complete Railway Station Heritage Walk	Kris Dunstan	Progressing	▲	80%	Research Completed. Interpretative panels designed, constructed and installed Negotiating pedestrian crossing of Polaris Street Rail corridor with John Holland Group. Grant Funding submission submitted.
C1	Fit out kitchen at Temora Railway Precinct	Kris Dunstan	Progressing	▲	30%	Opening scheduled for 17th March, 2018 Internal Storeroom completed.





Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
						Redundant equipment removed.
						Bench ordered

Property Services

Key Function - Cemeteries, Council Properties, Public Toilets,

Policy Directions • Support the operation and activities of the Friends of Temora Shire Cemeteries (FOTSC) and involve the group in Cemetery planning • Upgrade presentation of one public toilet per year to an acceptable standard • Council involvement in real estate development only when private developers do not meet a determined need • Purchase of additional land for expansion of cemetery in the future

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Develop policy associated with burial details	Kris Dunstan	Progressing	▲	60%	Policy being commented upon by FOTSC and the local Funeral Director
	Investigate the construction of an all-weather cover over the entrance to Temora Shire Council Chambers	Kris Dunstan	Progressing	▲	20%	Has been investigated in the past (2011?). Will be a \$50,000+ exercise. Plans to be located and resubmitted to Council for comment. No further Progress
	Report statistics of number of Development Applications, Compiling Development Applications and assessment times. Planning Reports to Council where required	Kris Dunstan	Completed	●	100%	Report on the 2016/17 financial year was tabled at the August 2017 Council Meeting. The 2017/18 activity will be reported in August 2018.
	Review the cleaning and maintenance schedules for public toilets.	Kris Dunstan	Progressing	▲	10%	Will be undertaken when the Cleaners Contract is retendered.
5.6E	Link Authority cemetery records to GIS mapping	Kris Dunstan	Progressing	▲	5%	Preliminary Discussions held with Chartis Technologies.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
C3	Construction of toilet at Ariah Park Cemetery	Kris Dunstan	Completed		100%	Completed
C3	Improvement to Northern Drainage at Temora Cemetery	Kris Dunstan	Completed		100%	FOTSC have been directing local earthmoving contractor to address issues as identified. Completed and ongoing
C3	Install one plinth to incorporate existing headstones	Kris Dunstan	Not Progressing		0%	No progress yet
C3	Installation of seating at Temora Cemetery	Kris Dunstan	Completed		100%	New Seats installed
C5	Upgrade public toilet in Davey Park	Kris Dunstan	Not Progressing		0%	No progress yet.

Public Health

Key Function - Community Health Programs, Food Control

Policy Directions • To keep public health related business owners and operators informed of changes to legislation, standards and regulations • Conduct an ongoing program to provide or promote swimming pool operator education as per state legislation

• Provide a public health related complaints database/register • Support the Bush Bursary Program on a biennial basis

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Maintenance of Services at Temora Hospital	Gary Lavelle	Progressing	▲	50%	Lobbying ongoing as evidenced by community action on proposed Temora Hospital theatre closure.
	Proactively support and promote community mental health facilities	Amanda Gay	Progressing	▲	50%	Memory Van booked to visit and deliver community presentations and one on one consultations in Temora 11-12 April 2018.
	Support Local Health Advisory Committee	Gary Lavelle	Progressing	▲	50%	Advocacy on behalf of LHAC on theatre issue. Close association with Council due to LHAC constituency.
3.1E	Provide inspections of food premises, including Scores on Doors Policy	Belinda Bushell	Progressing	▲	75%	Investigated complaints, issued relevant updates of legislation to business owners. developed low risk food form will distribute to toac & quirky turkey and sporting groups & charity groups e.g. churches

Recreational Services





Key Function - General Recreational Services, Parks & Gardens, Sporting Grounds, Playgrounds, Temora Recreation Centre, Public Pools

Policy Direction • Sports Council are the body responsible for liaison between Council and users of Sporting Facilities

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Introduce a robust playground inspection system for all Council facilities	Rob Fisher	Not Progressing		0%	No Action.
	Investigate drainage solutions for Nixon Park No.2 and Bob Aldridge	Rob Fisher	Not Progressing		0%	No Action.
	Investigate solution to drainage at Aria Park Sportsground	Rob Fisher	Progressing	▲	20%	No action from Q1 reports.
	Provide a report to Council regarding the provision of drinking fountains within parks and gardens in Temora Shire	Rob Fisher	Completed	●	100%	GWCC to provide 1 per year for next 4 years. Council has received first fountain to be installed at Aria Park. Council has resolved locations for the remaining three.
	Provide inspections of swimming pools in accordance with Council's policy, every 3 years or at the time of sale	Belinda Bushell	Progressing	▲	75%	Receipt upon sale transfer or transfer of lease agreement with pool Continued education prior to swimming season through Narraburra News and Temora Independent
	Provide report regarding upgrades required at Aria Park pool	Kris Dunstan	Progressing	▲	40%	Discussions held with caretaker, prior to commencement of 2017/18 swim season. No major issues identified. Significant

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
						water leak in filtration infrastructure identified and repaired. Formal discussions to be held with Pool Committee towards the end of the season. No progress this quarter
	Report on the most cost effective program for the maintenance of softfall in Council playgrounds including review of softfall standards and cost comparison between options	Rob Fisher	Progressing	▲	20%	No action since Q1 report.
	Review the adequacy of current sporting grounds, including potential consolidation of facilities	Rob Fisher	Progressing	▲	35%	Initial report to December Council meeting. Subsequent report will be delivered before end of financial year.
	Undertake capital work at Temora Recreation Centre including: Remove pavers around sewer and replace with concrete, Leak repairs and patch repoint	James Durham	Completed	●	100%	Jobs complete
7.4	To investigate the issue of collection of an equitable contribution towards the provision and maintenance of sports lighting facilities from sporting groups	Rob Fisher	Progressing	▲	0%	No action at this stage.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
C5	Concreting of boat ramp for jet boats (subject to 50% contribution by users)	Chris Campbell	Progressing	▲	40%	Advised Jet Boat organisers that funds were available. Work to be undertaken in the near future.
C5	Construct fence around Federal Park playground	Chris Campbell	Progressing	▲	10%	investigations undertaken and seeking quotation for works.
C5	Installation of erosion control on northern bank (subject to 50% funding by users)	Rob Fisher	Progressing	▲	15%	Preliminary underway, LMC aware of funding requirement. Won't be delivered this FY due to high water level.
C5	Installation of foreshore material at the swimming area and boating area	Chris Campbell	Progressing	▲	20%	Action progressing awaiting regulatory approval. May require transfer to next financial year.
C5	Repairs to boat ramp to ensure public safety	Chris Campbell	Completed	●	100%	Repaired and reinstated by Council staff.
C5	Upgrade irrigation valves	Chris Campbell	Progressing	▲	20%	Rewiring of valves at Temora Recreation Ground to be undertaken by end of financial year.
C5	Upgrade of signage throughout Lake Centenary precinct	Kris Dunstan	Completed	●	100%	Completed
C6	Construction of new amenities block at Temora West Sportsground	Kris Dunstan	Progressing	▲	30%	Plans drawn. Project costed. Project shortfall of \$50K. Soccer Club applying for Asian Cup Legacy Grant Funds.
C6	Fix stairs to Rugby League toilets at Nixon Park (subject to grant funding)	Rob Fisher	Not Progressing		0%	Not funded

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
C6	Modifications to Rugby League Steak Bar to comply with health and safety guidelines (subject to grant funding)	Rob Fisher	Not Progressing		0%	Not funded
C6	New Rugby League canteen and associated storage at Nixon Park (partially grant funded)	Rob Fisher	Not Progressing		0%	Not funded
C6	Storage for Rugby League sports equipment at Nixon Park (subject to grant funding)	Rob Fisher	Not Progressing		0%	Not funded
C6	Upgrade to CCTV at Nixon Park (subject to grant funding)	Rob Fisher	Not Progressing		0%	Not funded

Regulatory Control

Key Function - Animal Control, Building Control, Land Use Planning, Regulatory Control

Policy Directions • Continued employment of a ranger/law enforcement officer Train/up-skill existing staff member to assist/relieve Ranger • Utilise CCTV and other technologies to enhance effectiveness of enforcement activities • Participation and support for Temora Liquor Accord

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Ensure review of LEP includes residential land availability as a prime consideration	Claire Golder	Progressing	▲	30%	Draft LEP Discussion Paper on public exhibition until 19 January. Exhibition complete. Submissions being considered. Letters to landowners of vacant large lot residential zoned land prepared, requesting discussion about future development.
	Investigate the process for the subdivision of heritage homes in the RU1 zone on blocks of less than 40ha	Claire Golder	Progressing	▲	25%	Being considered as part of the LEP Discussion Paper. Written advice has been sought from Department of Planning about progressing this.
	Issue annual approvals in accordance with Council policy	Ross Gillard	Progressing	▲	40%	Updated letters getting good response and quicker results.
	Market development opportunities at the Airpark Estate Stage 3	Craig Sinclair	Progressing	▲	50%	QPL Rural commenced marketing of tender process for Spitfire Drive in December. A launch event to be held in conjunction with a TAM flying weekend was cancelled due to wet weather. Council website updated to showcase the new release. Tenders close at the end of January.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Provide a report to Council about ranger activities incl. parking, companion animals	Ross Gillard	Progressing	▲	25%	Monthly activity reports are provided to Council in the Information Paper.
	Provide a report to Council on options for the provision of a suitable off leash area for companion animals	Kris Dunstan	Completed	●	100%	Report presented to August 2017 Council Meeting. Off leash area out at Lake Centenary identified and agreed upon. Works on required infrastructure (fencing, park furniture, tree planting etc.) to commence in 2018.
	Provide report on models for S94A contributions	Claire Golder	Progressing	▲	50%	Draft S94A Plan public exhibition complete. Report has been prepared for February Council meeting.
	Use of social media to advertise availability of companion animals	Ross Gillard	Progressing	▲	50%	Ongoing communication with vets, facebook and rescue groups working well .
2.2E	Continue relationship with Temora vet and pet rescue groups	Ross Gillard	Progressing	▲	50%	Relationships with Local Veterinarian and rescue groups is excellent, with very successful results.
2.3E	Provide a calendar of regulatory issues to be addressed throughout the year, such as information flyers about responsible pet ownership	Kris Dunstan	Progressing	▲	25%	Same as 2016/17. Being rolled out through Narraburra News, Social Media and the Temora Independent.
3.1E	Provide annual inspections of beauticians, hairdressers, mortuary's premises	Belinda Bushell	Progressing	▲	75%	Investigated complaints, continued to forward shops relevant legislation changes etc

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
3.1E	Provide inspections of septic tanks in accordance with risk category	Belinda Bushell	Progressing	▲	75%	Continually monitoring AWTs reports - developing a register/database on Civica of conventional and awts systems.
5.2E	Conduct a review of the Temora Local Environmental Plan 2010 involving development of a discussion paper and community consultation	Kris Dunstan	Progressing	▲	30%	Initial discussion paper prepared. To be considered by Council before initial community consultation commences. This is a 12 month program. Will be completed in towards the 4th quarter of 2018.
C5	Upgrade one entrance to Temora	Rob Fisher	Progressing	▲	60%	Q1 report. Plus planting of Ironbark trees. Some tree removal and replacement required late in the financial year.

Resident Services

Key Functions - Community Safety, Service NSW, Villages, Volunteers

Policy Directions • Commit to the maintenance and development of the CCTV concept • Work cooperatively with Police & Temora Security Services to ensure a coordinated approach to community safety • Presentation of Council as a professional organisation with a strong customer focus • Development of systems to ensure that communication between Council and stakeholders is best practice • Hold at least one Council meeting per term of Council in Arah Park • Lobby for continued presence of Service NSW Office in Temora • Lobby for more frequent driver testing in Temora • Lobby for retention and availability of Policing services in the shire • Conduct a comprehensive ratepayer survey once in each term of Council

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Retain staff member at Arah Park	Bimal Shah	Progressing	▲	50%	Maintenance of staff member achieved.
2.4E	Maintain CCTV system in Temora to a modern standard acceptable to the users of the facility.	Kurt Tinnock	Progressing	▲	90%	All cameras have been installed. Still working on improving the bandwidth on WAN links to improve stability of cameras at remote locations
4.3	Acknowledgement of volunteers through Narraburra News and digital media	Kate Slapp	Progressing	▲	50%	When the information is provided or a situation becomes known, the story is written. Development of a new video project highlighting volunteers and committees will assist.
4.3	Utilise public events to support volunteers for example Volunteers Week and nominating volunteers for awards within the community.	Amanda Gay	Progressing	▲	50%	Volunteer awards and Certificates were presented by the Mayor (as part of Local Government Week 2017) to all Council 355 committees. This would be the best event to create further community awards to avoid creating yet another event. Will further develop Community Volunteer Awards and create greater focus on volunteers with the Mayor at the next Local Government Week Meeting

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
4.3E	Development of a promotional video for showing at Town Hall Theatre acknowledging the role volunteers play in the community	Amanda Gay	Progressing	▲	90%	Unity Productions have been engaged to create video.
10.2	Provide the Service NSW Agency at no cost to Council	Steve Firth	Progressing	▲	50%	Currently on track to meet budget
10.2E	Review the operating hours and service offering at Service NSW Agency	Steve Firth	Progressing	▲	50%	Investigating the possibility of remaining open over lunch period with only one staff member and maybe for only the Harvest period

Risk Management

Key Function: Occupational Health and Safety, Risk Management

Policy Directions • Provide suitable education to employees, volunteers, and contractors relating to WH & S risks • Encourage employees to submit near miss incidents to develop better work method statements • Provide training for all staff in relation to WH & S matters, Risk Analysis and Hazard Identification • Maintain Temora Shire Council's WH & S Committee to assist in providing consultation and communication in relation to WH & S matters • Use Councils Policies to improve and monitor WHS and Risk Management Strategies • Conduct of exit medical assessment on employees hearing and sight to benchmark condition • To commit, unreservedly, as an organisation to Workplace Health and Safety and ensure that all possible steps are taken to ensure the safety of each individual • Commitment to StateCover best practice • Commitment to compliance with all Acts, regulations and Codes relating to OH&S and Risk Management

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Commit to the conduct of regular Risk Management meetings	Kerry Wallace	Progressing		15%	Intention to activate Risk Management System on a quarterly basis commencing 2018. Initial meeting held January.
	Develop a Risk Management Action Plan that will assist Council to counteract new challenges arising in to the future (eg technological changes, climate change)	Kerry Wallace	Not Progressing		0%	Review to be conducted of Pulse Enterprise Risk Management Software
	Develop a Risk Management framework for Council.	Kerry Wallace	Progressing		10%	Review to be conducted of Pulse Enterprise Risk Management Software
	Develop and implement a structured Risk Audit program	Kerry Wallace	Not Progressing		0%	To be reviewed in 2018
	Investigate Chain of Responsibility requirements for Council	Rob Fisher	Completed		100%	Draft Policy submitted to December Council meeting.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Seek a long term solution to the registration of "Thomas the Train" to enable usage at community events	Kerry Wallace	Completed		100%	Structural engineers inspection completed. Registration complete.
1.1E	Review, personalise and complete implementation of Smarter Safety Systems	Kerry Wallace	Progressing		10%	Decision undertaken to develop in house safety system. To be completed by June 2018.
9.4	Integration of quarry safety management into the Council Smarter Safety System	Kerry Wallace	Progressing		10%	Developing in house system.
9.5E	Replace grass on roundabouts in Hoskins Street with concrete	Rob Fisher	Not Progressing		0%	No action since Q1.

Sewerage Service

Key Functions - • Effluent Reuse System • Sewerage System

Policy Directions • Extension of effluent system to all parks subject to evaluation by staff that there is sufficient water and the extension is economically viable • Support for long term construction of a Sewerage Scheme for Arianah Park • Support extension of sewer mains to non sewer locations in Temora

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Address actions for 2017 Gap analysis and develop a pathway to compliance	Rob Fisher	Progressing	▲	60%	No change since Q1.
6.1	Investigate options for the installation of sewerage services within Arianah Park	Rob Fisher	Progressing	▲	50%	No change from Q1
6.1	Investigate Renewable Energy at Sewerage Treatment Plant	Rob Fisher	Progressing	▲	10%	Discussed at REROC Water Technical Committee. Workshop being developed by OEH on this opportunity. Will report to Council when complete.
6.1	Undertake Upgrade and renewal works on Sewerage and Recycled Water in accordance with identified program	Rob Fisher	Progressing	▲	50%	No change from Q1.
6.1E	Development of Sewerage and Recycled Water Asset Management Plan	Rob Fisher	Not Progressing		0%	No action since Q1. Deferred until discussed with IWCM contractor.
6.1E	Ensure all staff involved in the sewerage function receive appropriate industry	Rob Fisher	Progressing	▲	10%	Close to enrolling staff member into Cert 4 Water Operations. Will continue to explore training options for related staff.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	specific training for managers and operators					
6.1E	Undertake CCTV inspection, smoke testing and condition rating of sewerage reticulation network including removal of sewerage infiltration	Rob Fisher	Progressing	▲	40%	Underway. Line cleaning complete. CCTV and condition rating in early 2018.

Support Services

Key Functions - Depot & Workshop, Plant & Equipment, Mining, Stores

Policy Directions • Ensure that depot and workshop facilities are adequate to meet the needs of a modern workforce • To provide scheduled and unscheduled maintenance and repairs according to OEM guidelines and Council procedures with minimal downtime • To supply and dispose of fleet assets at the most advantageous cost to Council • To ensure that there are sufficient, well trained staff to service Councils plant

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Review the adequacy of current materials from Council quarries	Rob Fisher	Progressing	▲	30%	No action from Q1.
	Review the Quarry Management Plan on a biennial basis	Rob Fisher	Not Progressing	■	0%	No action
	Seek review of Council "Not Fit" designation to allow access to Treasury borrowings	Gary Lavelle	Progressing	▲	50%	Ongoing representations made. Government indication that a review is imminent.
2.4E	Nominate and train TSC Local Emergency Management Officer (LEMO)	Rob Fisher	Progressing	▲	50%	No change from Q1.
C1	Finalise ownership options for depot	James Durham	Progressing	▲	50%	Ongoing
C1	Provide plans for the development of a new depot and undertake tender process or purchase existing depot	Rob Fisher	Progressing	▲	35%	Purchase of current depot in progress. Development of draft upgrade plan in progress.

Transport Infrastructure

Key Functions - Footpaths and Cycleways, Road Infrastructure

Policy Directions • Policy to generally provide paved footpaths on only one side of urban streets in accordance with the Footpath Hierarchy Plan • Development of a footpath hierarchy plan including pedestrian access mobility plan and cycleway plan • Construction of one length of footpath annually in accordance with adopted plan • Width of all new footpaths to be at least 1.5 mtrs or greater • Review the Roads Hierarchy including review of methodology within the term of each Council

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Commitment to the long term facilitation of efficient heavy vehicle access through Temora Shire subject to minimisation of impact on: Resident amenity, Council finances, Resident safety	Rob Fisher	Progressing	▲	75%	As reported in Q1, plus reviewed draft policy, approved 4.6m access, Class 1 SPV report to December Council meeting and plan to attend RMS Network Connectivity Sub Committee Meeting in Feb 2018. Target completion by end of FY.
	Completion of the policy framework for heavy vehicle access in Temora Shire	Rob Fisher	Progressing	▲	75%	As reported in Q1, plus updated draft policy. On track for 17/18 FY completion.
	Develop a project brief for the construction of an Alternate Heavy Vehicle Route around Temora based on the preferred route	Rob Fisher	Not Progressing		0%	No action, preferred route yet to be determined.
	Develop submission and advocate politically for funding for the preferred route	Gary Lavelle	Progressing	▲	40%	Initial submissions to government. Meetings held with RMS, and Minister Pavey.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Formalise a preferred route for the HVAR	Rob Fisher	Progressing	▲	25%	As reported in Q1, plus JHR have responded in relation to rail crossings and require detailed crossing design prior to consideration being given for in principal support.
	Liaise with RMS and NHVR to progress the project	Rob Fisher	Not Progressing		0%	As reported in Q1, JHR has responded and requires detailed design prior to giving in principal support for rail crossing points.
	Refer the Ariah Park alternate route for consideration of Council	Rob Fisher	Not Progressing		0%	No action.
	Seek funding (Full) for the installation of a roundabout and associated infrastructure at the corner of Hoskins & Polaris Streets	Rob Fisher	Progressing	▲	50%	As reported in Q1. Received response from RMS in relation to concept design, Report to December Council meeting. Funding not discussed, however its unlikely that it will be fully funded by RMS.
	Support of Council for agreed heavy vehicle alternate route to be used for lobbying for State and Federal funding	Rob Fisher	Not Progressing		0%	As reported in Q1.
	Undertake a progressive assessment of local road network for potential RAV use	Rob Fisher	Not Progressing		0%	No action.
C7	Undertake Kerb and Gutter construction and maintenance in accordance with the Kerb and Gutter	Rob Fisher	Progressing	▲	35%	Maintenance component complete. capital remains outstanding.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Assets Capital Works Program					
C9	Undertake Cycleway construction and maintenance in accordance with the Cycleway Assets Capital Works Program C9	Rob Fisher	Not Progressing		0%	0% complete
C10	Undertake Rural Unsealed Roads construction and maintenance in accordance with the Rural Unsealed Roads Assets Capital Works Program	Rob Fisher	Progressing	▲	35%	Maintenance on going. Unsealed resheet program commenced in December 2017.
C11	Undertake Urban Sealed Roads construction and maintenance in accordance with the Urban Sealed Roads Assets Capital Works Program	Rob Fisher	Progressing	▲	80%	As reported in Q1
C12	Undertake Urban Unsealed Roads construction and maintenance in accordance with the Urban Unsealed Roads Assets Capital Works Program	Rob Fisher	Progressing	▲	90%	As reported in Q1.
C13	Undertake Fixing Country Roads/ Heavy Vehicle Safety and Productivity Program in accordance with the determined program	Rob Fisher	Progressing	▲	95%	Tara Bectric Bridge Project nearing completion.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
C13	Undertake Pavement Rehabilitation/ Widening in accordance with the Pavement Rehabilitation / Widening Assets Capital Works Program	Rob Fisher	Progressing	▲	15%	As reported in Q1, plus 40% design completion.
C13	Undertake Rural Sealed Roads construction and maintenance in accordance with the Rural Sealed Roads Assets Capital Works Program	Rob Fisher	Progressing	▲	80%	As reported in Q1 program complete, excluding Trungley Hall Road Culvert due for commencement in early 2018.
C14	Undertake Regional Roads Program in accordance with the determined program	Rob Fisher	Progressing	▲	25%	As reported in Q1. Reseals, Repair Project and maintenance remaining.

Waste Services

Key Functions - Garbage Services, Landfill Sites, Street Cleaning, Trade Waste Services, Recycling

Policy Direction • To provide, maintain and improve facilities, which enhance visual aspects of the CBD and street infrastructure

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Facilitate the establishment of a container deposit (CDS) depot	Kris Dunstan	Progressing	▲	90%	Negotiations with Tomra Cleanaway (managed through REROC) failed. Council resolved not to host the CDS scheme. It is up to Tomra Cleanaway to identify and establish a CDS collection point with a local business and organisation. To date this has not occurred.
	Support and expand the Adopt a Road Program	Belinda Bushell	Completed	●	100%	Letters sent out to groups and schools. Registration completed with Clean Up Oz Day. Advertisements and notices for papers completed.
	Undertake promotion campaign to encourage residents to pick up litter	Belinda Bushell	Progressing	▲	75%	Keep Cup Campaign adopted by Council in December - will commence retailers interest to be involved in program.
	Utilise RID online to record incidents of illegal dumping	Ross Gillard	Progressing	▲	20%	Illegal dumping in some problem areas including, Cootamundra Rd, Brays Lane, Cedar Road, Bundawarra Road, Trundle Hall Road and National Parks has been minimised by constant monitoring.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
2.3	Efficiently enforce legislative requirements to abate nuisance caused by overgrown lots	Ross Gillard	Progressing	▲	25%	Early action has commenced on overgrown and untidy block. Letters have been sent and contractors contacted. Monitoring is ongoing.
2.3	Efficiently investigate and enforce the legislative requirements related to illegal dumping	Ross Gillard	Progressing	▲	25%	Our problem areas are being adequately dealt with at present. Monitoring will continue. Dumping is generally litter.
2.3	Investigate the installation of CCTV in National Parks to monitor illegal dumping	Ross Gillard	Progressing	▲	25%	Regular liaison with National Parks. CCTV in use for illegal dumping and wood cutting.
5.3	Continue support for Clean-up Australia Day program	Belinda Bushell	Progressing	▲	95%	Registered - and forward advertisements and notices etc.
5.3	Provide comprehensive report on recycling options to council	Kris Dunstan	Progressing	▲	80%	Consultant engaged. Draft final report received and being reviewed by Staff. Likely to be put to the March Council Meeting
5.3	Review waste operations in Arianh Park including: The location of clothing recycling bins. Adequacy of recycling facilities at Arianh Park landfill	Kris Dunstan	Progressing	▲	50%	Will be a part of overall Waste Management study.
5.3E	Provide a report to Council outlining a response strategy for the provision of recycling services considering emerging requirements for a container deposit scheme	Kris Dunstan	Progressing	▲	90%	Council not participating as CDS host. Recycling options report completed. (see previous items).

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	and investigate possibility of utilising social enterprise labour					

Water Services

Key Function - • Drainage • Water Cycle Management

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Make application for grant for Flood Study of Ariaiah Park and Springdale	Rob Fisher	Completed		100%	Complete, but unsuccessful. will apply again in 18/19 FY.
5.4E	Undertake a Flood Study for Temora	Rob Fisher	Progressing		40%	As reported in Q1, plus contract awarded with work due to commence in January 2018.
6.1E	Commence planning for the development of an Integrated Water Cycle Management Plan (IWCMP)	Rob Fisher	Completed		100%	As reported in Q1, plus contract awarded, project to commence in early 2018.
C4	Undertake Stormwater Drainage construction and maintenance in accordance with the Stormwater Assets Capital Works Program	Rob Fisher	Progressing		0%	Not commenced.




Youth






Key Functions - • Support Youth in their endeavours


Policy Directions • Conduct surveys of Youth to determine "mainstream" concerns and ways to engage the youth of Temora • Support the efforts of our Youth Council • Maintain youth centre facilities at Ariaiah Park and Temora • Participation in Youth Week/Local Government Week

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
	Celebrate village talent by inviting young people to perform at Shire events	Kim Sandgren	Progressing	▲	50%	Invitation made to young musical trio at Ariaiah Park Central School and Youth Culture and Performing Arts Team to perform at both Youth Christmas Party and Australia Day Youth Celebrations. Culture and Performing Arts Teams have performed at Temora Show, and have also been invited to perform at the Temora Christmas Fair, and Temora Theatre Unwrapped in both Temora and Ardlethan.
	Formulate transport strategies for young people living outside of the Temora township who are interested in participating in Platform Y activities	Kim Sandgren	Progressing	▲	50%	Ariaiah Park Central School bus is made available to transport young people to events.
	Investigate the provision of vocational scholarships to local students	Gary Lavelle	Progressing	▲	40%	Initial meeting of scholarships committee held. Policy in draft form to be presented to Council.
	Investigate viability of "The Youth Room" at Ariaiah Park becoming a youth hub for villages	Kim Sandgren	Progressing	▲	50%	Survey and focus group conducted in Term 3. Follow up meetings planned for Term 4.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
						Term 4 meeting- With Tim Sanders and Karen Walker. Strategy/To develop an Ariaiah Park Youth Leadership Team so that the young people of the village can start driving their own activities at the Youth Hall and beyond.
	Partner with local industry professionals to organise workshops that align with media and promotion team needs	Kim Sandgren	Progressing	▲	50%	Partnering with TemFM production team.
	Partner with TemFM to train members of the team to run a regular youth radio spot on local radio	Kim Sandgren	Progressing	▲	50%	Local TemFM production manager has conducted several workshops. Our first youth radio show is now live to air Thursday afternoon fortnightly. New teams are being trained. still on air for 2018 , 2 new Youths have joined this year.
	Youth Officer to visit villages on a regular basis to build rapport and partnership opportunities	Kim Sandgren	Progressing	▲	50%	Youth Officer attending once per term and has arranged for a member of Ariaiah Park to join the Youth Leadership Team on a fortnightly basis.
1.1E	Hold a Youth Team afternoon tea hosted by the Mayor	Kim Sandgren	Not Due To Start	⊘	0%	Afternoon tea to be arranged in 2018
4.4	Acknowledge the definition of Youth incorporates young people up to age 25 inclusive	Kim Sandgren	Progressing	▲	50%	Age groups are promoted on all marketing material and on website. Older participants offered leadership and mentoring opportunities.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
4.4	Continue to publish regular material in the Narraburra News	Kate Slapp	Progressing		50%	The Narraburra News continues to be popular and we struggle to fit all the content we have each month. The question should be raised about increasing the size of the newsletter
4.4	Develop online strategy in conjunction with Communications Officer	Kim Sandgren	Completed		100%	Website and Facebook strategy designed and now implemented on a weekly basis.
4.4	Maintain current and accurate information on the youth page	Kate Slapp	Progressing		50%	Ongoing task for Youth Officers that is working very effectively
4.4	Marketing material to show LGBTI inclusive logo	Kim Sandgren	Progressing		50%	Professional Development completed by Youth Officer. Logo to start appearing on new marketing material. working in conjunction with ACON.
4.4	Partner with Pinnacle Services to provide targeted programs that support and engage the young people in their care	Kim Sandgren	Progressing		50%	Youth Leadership Team hosted ball games for the young people of Pinnacle House during school holidays. There are now members of pinnacle house enrolled in weekly youth team workshops. Pinnacle members are involved in our hospitality , Drama and Gaming Groups. Art show - Youth Officer attended the pinnacle Art Show, with youth reps.
4.4	Support the concept of the Young Citizen of the Year Award as a way of recognising Youth	Gary Lavelle	Completed		100%	Ongoing support through Australia Day Committee.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
4.4	Undertake careers promotion to local high school students in Local Government Week	Amanda Gay	Completed		100%	A Careers Bus Tour to the Council Depot and Council work sites was held just outside of LGW. Graham Sinclair attended and Temora High School students and teachers very happy with the format; as student were able to see the career in context and asked Council staff questions first hand. Completed 2017 will be discussing 2018 event with Mayor at next Local Government meeting
4.4	Utilise the Take Charge and Volunteer website to log hours of volunteer work by young people	Kim Sandgren	Progressing		0%	Take Charge and Volunteer website is currently being rewritten. When completed, this site will be promoted. Website not friendly to the structure we have with Temora Youth Teams.
4.4E	Create a mentoring proposal with identified partner and go through approvals process with Council for a youth entrepreneur team	Kim Sandgren	Progressing		50%	Initial mentoring proposal rejected by Council. New potential mentor has not been engaged.
4.4E	Create program content and resources based on youth vision, which cover print, broadcast and internet media	Kim Sandgren	Progressing		25%	Broadcast and internet media workshops complete. A youth journalist has been identified and she has now written youth team articles which have been printed in Independent.
4.4E	Create program content and resources for youth entrepreneur program	Kim Sandgren	Not Progressing		0%	Due to initial mentor proposal being rejected by council, no further progress has been made on this content.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
4.4E	Deliver Business Entrepreneurship Program and facilitation of group	Kim Sandgren	Progressing		50%	Due to initial mentor being rejected by council, no group has been assembled. working progress for the Youth Officer this school term.
4.4E	Educate team in the use of electronic graphic design and video editing software	Kim Sandgren	Progressing		50%	Adobe Software purchased. Canva and Facebook software workshops completed with Youth Media and Promotions Team.
4.4E	Investigate the implementation of group text messaging software to send alerts and reminders to parents	Kate Slapp	Progressing		50%	Included in investigation into the possibility of an app. A text message register may be an alternative for one function in the app, or a bulk-message service used for certain events such as weather warnings and road closures. A report is being prepared
4.4E	Partner with local businesses and experts to support teams	Kim Sandgren	Progressing		50%	Three new community volunteer mentors have come on board to run hospitality, drama and music activities. TBEG has assigned a youth voting member to their board.
4.4E	Provide an e-safety workshop to educate parents, teachers and community members about how to keep young people safe online	Kim Sandgren	Completed		100%	Office of the Community e-Safety Commissioner completed a workshop at Platform Y for parents, teachers and community.
4.4E	Provide one (1) generalist scholarship at Charles Sturt University	Gary Lavelle	Progressing		50%	Scholarships advertised.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
4.4E	Provide one (1) scholarship to the Temora and District Education Fund	Gary Lavelle	Progressing	▲	50%	Scholarship to be provided.
4.4E	Provide two (2) Izumizaki scholarships for agriculture at Charles Sturt University	Gary Lavelle	Progressing	▲	50%	Scholarships advertised.
4.4E	Youth Hospitality Team New Resident's dinner to promote Youth team	Kim Sandgren	Completed	●	100%	Catering completed successfully. Many invitations to serve and cater at council and community functions have followed this event.
5.7	Schools are involved in learning about local natural resource management. Work with schools to develop project opportunities	Kris Dunstan	Progressing	▲	70%	Sustainable Schools Exchange with Randwick conducted in October 2017. Local Schools using the shires Environmental Education sites and accessing the Small Projects Fund, however Landcare Support Officer resigned, which has stalled the plan to increase interaction with Schools. New Officer yet to be appointed.
10.2	Continue with regular job vacancy mailer and social media posts	Kate Slapp	Progressing	▲	50%	Whenever applicable this is carried out
10.2	Investigate ways to partner with business to attract talent for job vacancies	Craig Sinclair	Progressing	▲	50%	Jobs email and associated Facebook posts issued on a regular basis. Active promotion of job opportunities through the Country Change program. Active encouragement of businesses to post jobs online.

Action Code	Action Name	Responsible Officer	Status	Traffic Lights	Progress	Comments
C1	Develop kitchen at Platform Y	Kris Dunstan	Progressing	▲	40%	Internal Storeroom completed. Redundant equipment removed. Bench ordered. Air conditioning quote requested.

9.5 SOUTHERN LIGHTS PROJECT**File Number:** REP18/111**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Southern Lights Project [!\[\]\(cbe2492b119e39e02a1dab2af4a4b296_img.jpg\)](#) **REPORT**

REROC are seeking the support of member Councils for the 'Southern Lights' Project, being developed by REROC, Riverina and Murray ROC (RAMROC), Central NSW Council ROC (CENTROC) and Canberra Region JO (CBRJO). This project has been developed over the past year and will lead to significant benefits to member Councils and residents

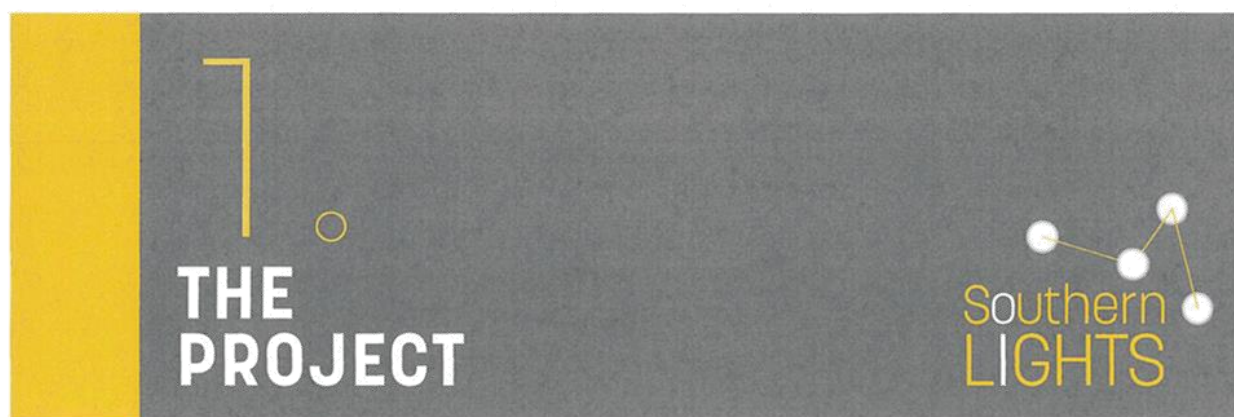
The project provides a collaborative approach to replacement of street lights with new energy efficient LED luminaires across southern NSW. A document outlining the proposal and details of the concept is attached.

Report by Gary Lavelle

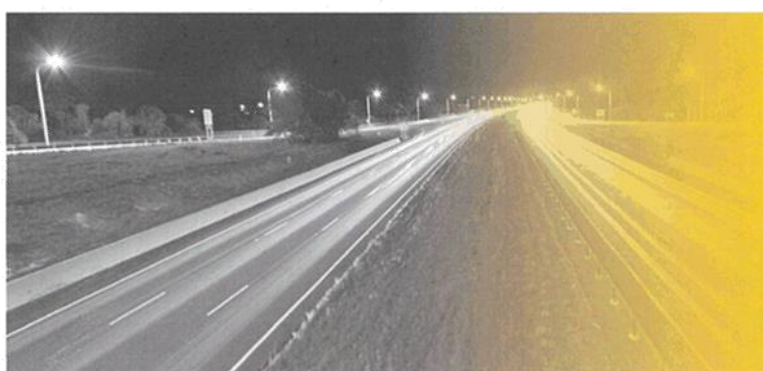
RESOLUTION 46/2018**Moved:** Cr Max Oliver**Seconded:** Cr Dennis Sleigh

It was resolved that Temora Shire Council provide in-principle support for participation in the Southern Lights Project.

CARRIED



Southern Lights aims to replace approximately 70,000 street lights with state-of-the-art LED lighting and smart controls technologies across 38 Local Government Areas covering almost all of southern NSW.



It is well established that using LEDs for street lighting reduces the cost of energy used by the lights, substantially reduces the operational cost of the lights and, by delivering high quality white light, increases the efficiency and effectiveness of public lighting which improves safety and reduces crime. Notably, unlike metropolitan areas, many regional NSW residential streets are currently lit with lower quality, yellow-coloured lighting, so a switch to LED lighting will make significant and noticeable improvements to public lighting.

An LED roll out when accompanied by smart controls technology can dramatically improve service levels by notifying the operator of outages and other faults. Smart controls technology also allows a wide range of operating regimes not currently possible including dimming during the off-peak, raising lighting levels during peak times, optimising lighting levels to exactly meet compliance levels, facilitating automated population of asset registers and improving the accuracy of billing.

Smart street lighting controlled networks are also being increasingly recognised as the likely backbone of smart city deployments as, once installed, they are able to support a range of other devices in the public domain at low marginal cost.

The Southern Lights project therefore has the potential to become the backbone upon which towns and cities across southern NSW can be transformed into Smart Communities.

1. SOUTHERN LIGHTS PROJECT SUMMARY

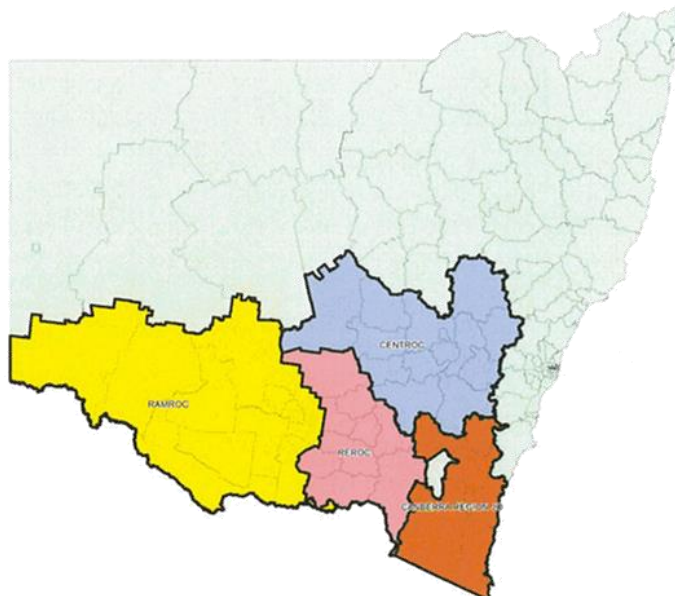
2. THE PROJECT PARTNERS

The Project Partners in the Southern Lights Project are:

- Central NSW Councils (CENTROC)
- Riverina Eastern Regional Organisation of Councils (REROC)
- Canberra Region Joint Organisation (CBRJO)
- Riverina and Murray Regional Organisation of Councils (RAMROC)

The project partners are working collaboratively to develop a model which will deliver positive outcomes for their Member Councils and the communities they represent.

Councils, as the local road authorities, are responsible for ensuring that the roads under their jurisdiction are appropriately lit, however they do not currently own the lighting nor control how it is managed. The Project Partners' member councils are spending millions of dollars a year on the provision of street lighting and believe that the funds that are being expended could be put to more strategic use if better and more forward thinking approaches were adopted in relation to the provision of street lighting.



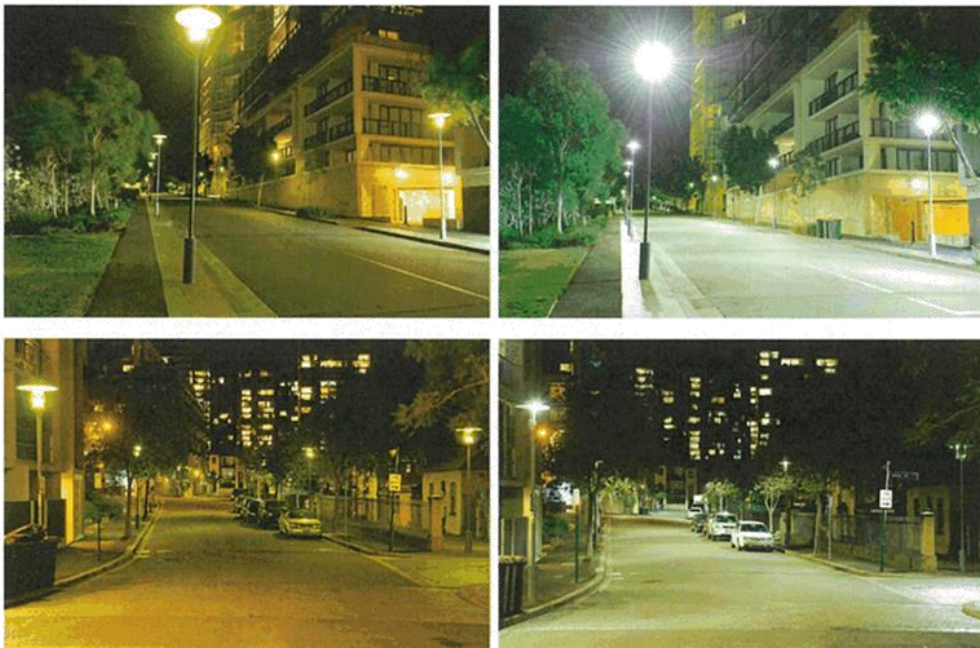
2. SOUTHERN LIGHTS PROJECT SUMMARY

3.

**BENEFITS OF LED LIGHTING
AND SMART CONTROLS**

The benefits of LED street lighting are now well known:

- Low energy consumption
- Lower maintenance costs
- Improved lighting outcomes because there is more accurate colour rendering and there is less loss of light upwards.
- Quick turn on and off, the lights don't need to "heat up", they come to full brightness immediately
- They don't contain mercury or lead and don't release poisonous gases if damaged.



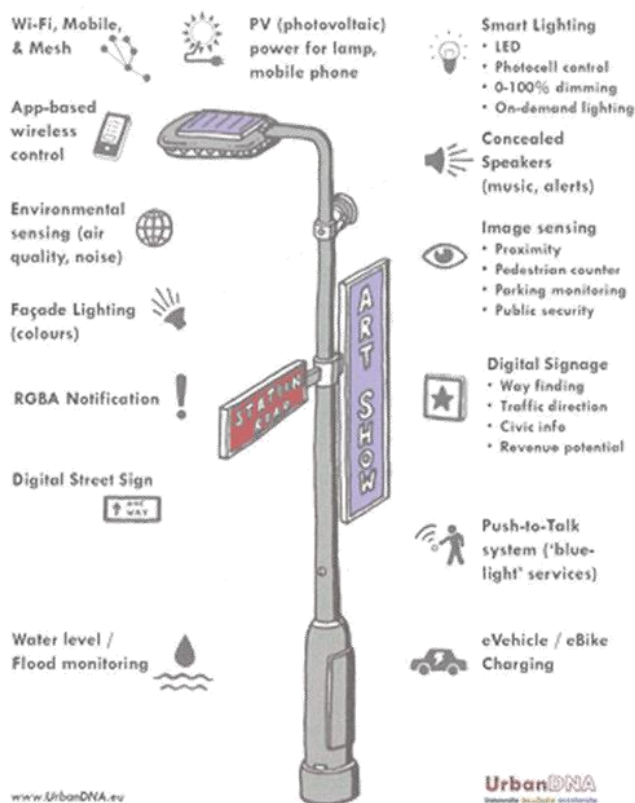
ABOVE: PHOTOS OF SUBURBAN STREETS IN SYDNEY BEFORE AND AFTER THE TRANSITION TO LED LIGHTING. THE LED LIGHTING IS FAR MORE EFFECTIVE WITH FAR LESS UPWARD LOSS OF LIGHT.

4.

EXPECTED PROJECT OUTCOMES

50%+energy and
maintenance savings**25%+**

lower total costs

**Safer roads
and safer
communities**as a result of
widespread
deployment of
white light**Substantially
improved service
levels**as a result of
more reliable lighting
and smart controls
reporting faults**Backbone for
future Smart
Communities**SEE OPPOSITE ILLUSTRATION FOR
POTENTIAL USES)

5.

PROJECT DELIVERY

The Project Partners agree that the project could be delivered in one of two ways:

1. NEW PARTNERSHIP WITH ESSENTIAL ENERGY

A partnership with the existing Distribution Network Service Provider, Essential Energy, could deliver this project. While acknowledging some recent positive efforts by Essential Energy, the Project Partners have concluded that deploying a project of this nature would require fundamental renegotiation on technology, service levels and the commercial relationships governing street lighting.

This approach could be implemented in one of two ways. The street lights and smart controls might be owned and maintained by Essential Energy under a new and comprehensive long-term service level agreement that included not just provisions establishing a comprehensive basis for the street lighting service but also provisions ensuring open access to all smart controls data and the ability to install future associated smart cities devices on the poles or that use the smart controls communications network. Alternatively, Essential Energy might own and maintain the street lighting while the councils (or a collective body on their behalf) would own and maintain the smart controls and all the data as well as any associated smart city devices connected to the poles or the smart controls communications network.

2. SPECIAL PURPOSE COUNCIL-CONTROLLED VEHICLE

A second alternative that is more consistent with trends internationally, would be for the councils to resume control of the service that they are responsible for. To avoid losing economies of scale, this would likely be delivered by establishing a special purpose vehicle controlled by the Partner Organisations and their Member Councils. This special purpose vehicle would tender for a specialist street lighting service provider to manage the street lighting across southern NSW. The Project Partners have satisfied themselves that there are now suitably qualified domestic and international players with a presence in Australia to deliver such a project successfully.

6.

**THE COST OF
THE PROJECT**

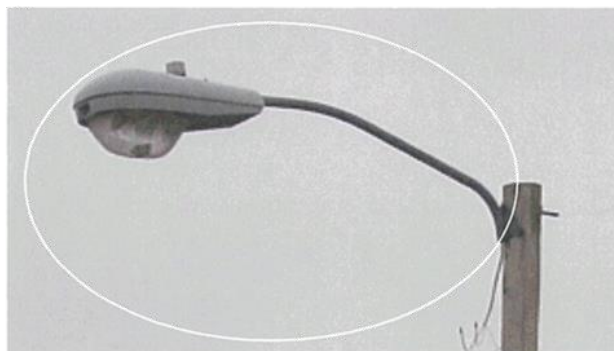
The preliminary estimates of overall project cost to deploy 70,000 LED luminaires and smart controls based on information from recent tenders and input from suppliers is in the order of \$50m.

When looking at the costs, only costs associated with the dedicated street lighting assets (eg the light, the

bracket and any dedicated street lighting columns) but not Essential Energy's wooden distribution poles and other shared distribution infrastructure have been considered (See picture below).

It is assumed that if it is a distribution pole it would continue to be an Essential Energy asset however, if it was

a dedicated street lighting column then it would revert to council. Ensuring clear and permanent regulatory rights of access to any Essential Energy poles on equitable terms would be an essential step in delivering this project under the council-controlled approach.





Based on benchmarking against comparable other large deployments in New Zealand, the UK, the US and Canada, the total deployment schedule is likely to be 2-3 years with key steps being:

PREPARATION (3-5 MONTHS)

Preparing a detailed business case, securing the formal support of councils for the chosen direction and initiating preliminary discussions with government & Essential Energy

PROCUREMENT (5-9 MONTHS)

Completing negotiations with Essential Energy or staging public tender(s) for the supply of O&M services, luminaires and smart controls

DEPLOYMENT (18-36 MONTHS)

Progressive deployment of new luminaires and smart controls



1. BUSINESS CASE INPUTS

Secure necessary inputs for detailed business case including:

- Current street lighting inventories for all councils from Essential Energy
- Claimed residual values of old lights from Essential Energy
- Essential Energy costs of installation of new lights (if utility funded and if externally funded) from Essential Energy and specialist street lighting service providers
- Indicative large-volume costs of new luminaires and smart controls from suppliers
- Forecast retail electricity costs from electricity retailers
- Forecast network distribution costs from Essential Energy

2. BUSINESS CASE

Prepare a detailed business case based on the above inputs

3. DISCUSSIONS WITH GOVERNMENT & ESSENTIAL ENERGY

Initiate discussions with the NSW Government on deployment approaches and potential regulatory or other policy changes that may be needed and with Essential Energy on technology, service levels and deployment options.

LATE MATTER

Staff Survey – On Thursday 22nd February at 3:00pm a briefing will be held for Councillors in the Council Chambers.

Pre Budget Planning - A pre budget planning meeting will be held on 12th March at 1:00pm in the Council Chambers.

10 ENGINEERING SERVICES

Nil

11 ENVIRONMENTAL SERVICES

Nil

12 ADMINISTRATION AND FINANCE**12.1 STOCKTAKE OF STORES & MATERIALS****File Number:** REP18/75**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Stocktake Stores & Materials [!\[\]\(10f8862fc183b400327470ea85afe9ae_img.jpg\) !\[\]\(4ba8d838a2aa5445d51c9dee78fcb0cc_img.jpg\)](#)**REPORT**

The Stores & Materials stocktake was completed on 18 January 2018 and a deficit to the value of \$330.42.

Report by Steve Firth

RESOLUTION 47/2018

Moved: Cr Graham Sinclair

Seconded: Cr Max Oliver

It was resolved that Council adjust the variation to the Works Depot/Sundry Expenses/Stock Adjustment Account for \$330.42.

CARRIED

STOCKTAKE OF STORES & MATERIALS (S/10/01)

The stocktake of Stores & Materials was completed on 18 January 2018 and reveals a deficit to the value of \$330.42. The variations are mostly minor and are shown for Council's information on the following attachment.

I recommend that Council resolve to adjust the variation to the Works Depot/Sundry expenses/Stock Adjustment Account.



S R Firth
DIRECTOR OF ADMINISTRATION
& FINANCE

Memora Shire Council
r_ic012 30/01/2018 11:53:05

STOCKTAKE DISCREPANCY REPORT

Report Date: 30/01/2018 Page: 1

Location 1 Council Main Store

Bin Number	Stock Item Description	Ord Unit	Quantity On Hand	Transaction Quantity	Count Quantity	-----Discrepancy-----	Value
Yard	1 7mm Aggregate	EA	1.95	.00	1.95	.00	.00
Yard	2 10mm Aggregate	EA	.00	.00	.00	.00	.00
Yard	3 Gabion Rock	EA	.00	.00	.00	.00	.00
	4 5mm Aggregate	EA	64.68	.00	64.00	.68	59.72
	6 Culvert Box 48"x 9"	EA	14.00	.00	14.00	.00	.00
	7 Ballast Rock	METR	.00	.00	.00	.00	.00
	21 Steel Sign Posts	EA	52.00	.00	45.00	7.00	188.06
	25 Diesel Tankers	L	2190.78	.00	2190.00	.78	.92
	26 Oil	L	2002.00	.00	1995.00	7.00	28.96
	27 Fender Posts	EA	631.00	.00	628.00	3.00	35.69
	29 Delineators	EA	.00	.00	.00	.00	.00
	31 Emulsion	LITR	12278.00	.00	12300.00	-22.00	-18.18
	33 Premix	M	.00	.00	.00	.00	.00
	36 Rotary Broom	EA	.00	.00	.00	.00	.00
	46 Head Wall Units	EA	4.00	.00	4.00	.00	.00
	51 Steel Weldshop	EA	10824.56	.00	10824.56	.00	.00
	52 Sand - Cementing	M	.00	.00	.00	.00	.00
	53 Sign Post Supports	EA	68.00	.00	68.00	.00	.00
	60 Drill Bits	EA	.00	.00	.00	.00	.00
	63 Handles	EA	.00	.00	.00	.00	.00
	67 Picks & Mattocks	EA	.00	.00	.00	.00	.00
	73 Cement	EA	95.00	.00	90.00	5.00	35.25
	74 Tyres - 700 x 16	EA	.00	.00	.00	.00	.00
	75 Tyres - 750 x 16	EA	.00	.00	.00	.00	.00
	77 Tyres - 11R 22.5	EA	12.00	.00	12.00	.00	.00
	78 Tyres 255/70R 22.5	EA	.00	.00	.00	.00	.00
	82 Tyres - 1400 x 24 New	EA	.00	.00	.00	.00	.00
	89 Concrete Mix - Sand & Aggregate	M	9.30	.00	9.30	.00	.00
	103 Crusher Grit	M	16.00	.00	16.00	.00	.00
Yard	104 Big Bins	1	.00	.00	.00	.00	.00
Total:							330.42

12.2 QUARTERLY BUDGET REVIEW FOR PERIOD 1 OCTOBER 2017 TO 31 DECEMBER 2017**File Number:** REP18/120**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Quarterly Budget Review  **REPORT***Report by Steve Firth***RESOLUTION 48/2018**

Moved: Cr Graham Sinclair

Seconded: Cr Lindy Reinhold

It was resolved that the Quarterly Budget Review for the period 1 October 2017 to 31 December 2017 be noted.

CARRIED

Temora Shire Council

Quarterly Budget Review Statement
for the period 01/10/17 to 31/12/17

Report by Responsible Accounting Officer

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

31 December 2017

It is my opinion that the Quarterly Budget Review Statement for Temora Shire Council for the quarter ended 31/12/17 indicates that Council's projected financial position at 30/6/18 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:



date: 8-2-2018

Steve Firth
Responsible Accounting Officer

Temora Shire Council

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2017

Income & Expenses - Council Consolidated

Quarterly Budget Review Statement
for the period 01/10/17 to 31/12/17

(\$000's)	Original Budget 2017/18	Approved Changes			Revised Budget 2017/18	Variations for this Dec Qtr	Notes Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs			
Income								
Rates and Annual Charges	5,196,951						5,196,951	5,144,931
User Charges and Fees	3,779,098						3,779,098	2,074,417
Interest and Investment Revenues	169,400						169,400	34,076
Other Revenues	3,516,470						3,516,470	1,876,445
Grants & Contributions - Operating	6,838,371			(1,555,612)			5,282,759	3,905,955
Grants & Contributions - Capital	1,553,000						1,553,000	1,008,047
Net gain from disposal of assets	268,145						268,145	355,304
Share of Interests in Joint Ventures							-	
Total Income from Continuing Operations	21,321,435	-	-	(1,555,612)	-	-	19,765,823	14,399,175
Expenses								
Employee Costs	5,131,134						5,131,134	3,475,972
Borrowing Costs	78,369						78,369	7,796
Materials & Contracts	7,121,741						7,121,741	3,654,508
Depreciation	4,045,620						4,045,620	2,138,250
Other Expenses	2,317,724						2,317,724	1,362,192
Total Expenses from Continuing Operations	18,694,588	-	-	-	-	-	18,694,588	10,638,718
Net Operating Result from Continuing Operation	2,626,847	-	-	(1,555,612)	-	-	1,071,235	3,760,457
Discontinued Operations - Surplus/(Deficit)							-	
Net Operating Result from All Operations	2,626,847	-	-	(1,555,612)	-	-	1,071,235	3,760,457
Net Operating Result before Capital Items	1,073,847	-	-	(1,555,612)	-	-	(481,765)	2,752,410

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRs report

Quarterly Budget Review Statement
for the period 01/10/17 to 31/12/17

Budget Variations being recommended include the following material items:

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Temora Shire Council

Capital Budget Review Statement

Budget review for the quarter ended 31 December 2017

Capital Budget - Council Consolidated

Quarterly Budget Review Statement
for the period 01/10/17 to 31/12/17

(\$'000's)	Original Budget 2017/18	Approved Changes				Revised Budget 2017/18	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
Capital Expenditure										
New Assets										
- Plant & Equipment	16,500					16,500			16,500	
- Office Furniture & Equipment	2,007,500					2,007,500			2,007,500	4,491
- Land & Buildings	267,000			3,648		270,648	926	1	271,574	30,425
- Other Structures & Infrastructure Assets	127,050					127,050			127,050	1,674
- Roads	290,000					290,000			290,000	2,573
- Footpaths	1,295,000			1,825		1,296,825	22		1,296,847	52,849
- Sewerage Network	5,000			589		5,589	1,555	2	7,144	2,144
- Other										
Renewal Assets (Replacement)										
- Plant & Equipment	894,000					894,000			894,000	776,023
- Office Furniture & Equipment	50,500					50,500			50,500	15,266
- Land & Buildings	344,000			12,604		356,604	199,242	3	555,846	240,930
- Land Improvements	17,500					17,500			17,500	
- Other Structures & Infrastructure Assets	102,000	50,400		12,977		165,377	23,059	4	188,436	86,418
- Roads, Bridges, Footpaths	1,922,500			535,921		2,458,421			2,458,421	1,449,436
- Sewerage Network	116,000					116,000			116,000	5,506
- Leasehold Improvements	16,000			18,797		34,797			34,797	
- Other	7,500					7,500	40,472	5	47,972	40,472
Development of Real Estate Assets	500,000					500,000	36,660	6	536,660	536,660
Loan Repayments (Principal)	439,555					439,555			439,555	145,896
Transfers to Reserves	596,187			(54,504)		541,683			541,683	1,564,895
Total Capital Expenditure	9,013,792	50,400	-	531,857	-	9,596,049	301,936		9,897,985	4,955,658
Capital Funding										
Rates & Other United Funding	4,155,899	50,400		(568,367)		3,637,932	301,936		3,939,868	1,945,662
Capital Grants & Contributions	1,553,000					1,553,000			1,553,000	1,057,641
Reserves:										
- External Restrictions/Reserves	558,975			(501,837)		57,138			57,138	51,123
- Internal Restrictions/Reserves	150,000			1,602,061		1,752,061			1,752,061	1,656,392
New Loans	2,000,000					2,000,000			2,000,000	
Receipts from Sale of Assets										
- Plant & Equipment	179,327					179,327			179,327	244,840
- Real Estate Assets held for Resale	409,091					409,091			409,091	-
Repayment of Long Term Debtors	7,500					7,500			7,500	-
Total Capital Funding	9,013,792	50,400	-	531,857	-	9,596,049	301,936		9,897,985	4,955,658
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-	-	-		-	-

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRs report.

Quarterly Budget Review Statement
for the period 01/10/17 to 31/12/17

Budget Variations being recommended include the following material items:

[illegible]

Temora Shire Council

Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 December 2017

Cash & Investments - Council Consolidated

(\$000's)	Original Budget 2017/18	Approved Changes				Revised Budget 2017/18	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
Externally Restricted ⁽¹⁾										
Sewerage Services	682,316					682,316			682,316	1,031,648
Domestic Waste Management	777,317					777,317			777,317	776,373
HACC Unexpended Grants	927,311					927,311			927,311	849,669
Total Externally Restricted	2,386,944	-	-	-	-	2,386,944	-		2,386,944	2,657,690
Internally Restricted ⁽²⁾										
Aerodrome Seal around fuel facility revote	32,000					32,000			32,000	32,000
Aerodrome Signage	9,500					9,500			9,500	9,500
Ariah Park Youth Hall Revote	8,110					8,110			8,110	8,110
Callaghan Park CCTV	20,000					20,000			20,000	20,000
CCTV Upgrade Revote	25,000					25,000			25,000	25,000
Employee Leave Entitlements	1,536,943					1,536,943			1,536,943	1,536,943
Footpath Hoskins St Northern End Revote	15,000					15,000			15,000	25,000
Gravel Royalty	342,944					342,944			342,944	377,007
Industrial Development	198,824					198,824			198,824	198,824
Infrastructure	850,000					850,000			850,000	700,000
Izumizaki Donation	2,152					2,152			2,152	2,152
Kerb & Gutter Program	-					-			-	54,888
Local Roads	804,592					804,592			804,592	639,091
Mapinfo/GIS Upgrades	17,700					17,700			17,700	17,700
Medical Complex	38,648					38,648			38,648	38,991
Mobile Stage	30,000					30,000			30,000	27,535
NRCC House Asbestos Removal Revote	61,000					61,000			61,000	61,000
Plant & Vehicle	303,727					303,727			303,727	630,311
Shire Entrance Signs	50,000					50,000			50,000	-
Stormwater Drainage Flood Studies & Construction Programs	112,428					112,428			112,428	104,049
Roads Reserve	749,686					749,686			749,686	627,330
Temora West Sportsground Dressing Shed & Toilets Revote	-					-			-	28,134
Tom Moon Heavy Patching	5,929					5,929			5,929	5,929
Town Entrance Beautification Revote	10,000					10,000			10,000	10,000
Total Internally Restricted	5,224,183	-	-	-	-	5,224,183	-		5,224,183	5,179,494
Total Cash & Investments	7,611,127	-	-	-	-	7,611,127	-		7,611,127	7,995,792
Unrestricted (ie. available after the above Restrictions)	-	-	-	-	-	-	-		-	158,608

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended xxxxxx and should be read in conjunction with the total QBRs report

Temora Shire Council

Quarterly Budget Review Statement
for the period 01/10/17 to 31/12/17

Cash & Investments Budget Review Statement

Comment on Cash & Investments Position

Not Applicable

Investments

Investments have been invested in accordance with Council's Investment Policy.

Cash

The Cash at Bank figure included in the Cash & Investment Statement totals \$317,972

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 31/12/17

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

\$ 000's

Cash at Bank (as per bank statements)		316,576
Investments on Hand		7,677,820
less: Unpresented Cheques	(Timing Difference)	(3,208)
add: Undeposited Funds	(Timing Difference)	5,545
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	(1,178)
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	237
Reconciled Cash at Bank & Investments		7,995,792
Balance as per Review Statement:		7,995,792
Difference:		(0)

Quarterly Budget Review Statement
for the period 01/10/17 to 31/12/17

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies		
Legal Fees	3,924	Y

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Expenditure included in the above YTD figure but not budgeted includes:

[illegible]

Temora Shire Council
 Budgeted Capital Expenditure
 For the Year Ended 30th June 2018
 As at 31st December, 2017

Description	Work Order	Original Budget	Approved Sub-Vote	Total Approved Budget	Actual YTD	Est. Remainder of Year	Revised Estimate	Variance this Quarter
Council Buildings								
Railway Station Kitchen Fitout	2300	16,000		16,000		16,000	16,000	
Library Local Special Projects	1664	7,500		7,500	0	7,500	7,500	
Shire Entrance Signs	1654		50,400	50,400	50,400	0	50,400	
Tourism Information Bays	1653	15,000		15,000	605	14,395	15,000	
Town Hall Upgrade	1737	150,000		150,000	8,420	141,580	150,000	
Office Renovations 2017 - Structure	2276		4,200	4,200	4,200	0	4,200	
Railway Station Heritage Walk	2301	15,000		15,000	6,070	8,930	15,000	
Depot Purchase	2375	2,000,000		2,000,000	0	2,000,000	2,000,000	
Technology								
Computer Purchases	1629	27,500		27,500	1,217	26,283	27,500	
CCTV Upgrade	1895			0	40,472	0	40,472	40,472
Infocouncil Software	2348	23,000		23,000	14,049	8,951	23,000	
Work Order Budgeting	2314	13,000		13,000	0	13,000	13,000	
Upgrade Internet Connection	2453		5,794	5,794	5,795	(1)	5,794	
Parks & Gardens								
Temora Town Entry Points - Landscape Design	2170	8,000		8,000	0	8,000	8,000	
Springdale Reserve Shelters, Tables & BBQ	2135		385	385	385	(0)	385	
Lake Centenary - Signage Upgrade (6 signs)	2295	12,000		12,000	(18)	12,018	12,000	
Lake Centenary - Swimming & Ski Area Sand	2320	10,000		10,000	0	10,000	10,000	
Lake Centenary - Repair Northern Bank Erosion	2322	60,000		60,000	0	60,000	60,000	
Lake Centenary - Grilllex Double BBQ	2466		7,415	7,415	11,328	0	11,328	3,913
Hillview Park - Greenhouse	2282		2,283	2,283	3,209	(0)	3,209	926
Federal Park - Fence around Play Equipment	2380	7,000		7,000	0	7,000	7,000	
Sporting Grounds								
Temora West Sportsground Upgrade	2109	185,000		185,000	1,866	183,134	185,000	
Army Huts - Internal Painting & Security Door	2169		2,610	2,610	2,610	0	2,610	
Nixon Park New Cricket Practice Nets - Gravel Pad	2187		5,562	5,562	9,655	0	9,655	4,093
Nixon Park - New Cricket Nets (Grant Funded Portion)	2,473			0	15,053	(0)	15,053	15,053
Nixon Park - Scoreboard with Timer	2,285		980	980	980	0	980	
Nixon Park - Upgrade Stairs to Rugby League Toilets	2,427	4,000		4,000	0	4,000	4,000	
Nixon Park - Modifications to Rugby League Steak Bar	2,428	5,000		5,000		5,000	5,000	
Nixon Park - Storage for Rugby League Equipment	2,429	3,500		3,500	0	3,500	3,500	
Sewerage								
Effluent Re-use Scheme	1661	20,000		20,000	0	20,000	20,000	
Mansfield Rd Sewer Extension & Pump Station	1662		1,825	1,825	1,847	(0)	1,847	22
Overflow Dam TAIC	2103/2446	1,170,000		1,170,000	49,602	1,120,398	1,170,000	
French St - Lift Pump Replacement	2190	40,000		40,000	0	40,000	40,000	
Gardner St Dam - Aeration Replacement	2366	10,000		10,000	5,506	4,494	10,000	
Gardner St Dam - Weather Station Renewal	2367	3,000		3,000	0	3,000	3,000	
Treatment Works - Oxygen & Probes in Aeration Dam	2368	5,000		5,000	0	5,000	5,000	
O'Shannessy's Dam - Weather Station Renewal	2365	3,000		3,000	0	3,000	3,000	
Airport Pump Station Telemetry	2369	25,000		25,000	0	25,000	25,000	
Recycled Effluent Trunk Main Duplication	2370	100,000		100,000	1,400	98,600	100,000	
Bob Aldridge Irrigation Rehabilitation	2371	20,000		20,000	0	20,000	20,000	
Temora Recreation Ground - Irrigation Rewiring	2372	15,000		15,000	0	15,000	15,000	
Roads & Transport								
Street Lighting	1670	20,000			0			
Plant Purchases		894,000		894,000	776,023	117,977	894,000	
Cycleway Construction Program		65,000		65,000	2,251	62,749	65,000	
Kerb & Gutter Program		127,050		127,050	1,674	125,376	127,050	
Footpath Construction Program		225,000		225,000	322	224,678	225,000	
Rural Unsealed Roads		345,000		345,000	184,057	160,943	345,000	
Urban Sealed Roads		185,500		185,500	89,941	94,138	184,079	(1,421)
Urban Unsealed Roads		10,000		10,000	11,421	(0)	11,421	1,421
Rural Sealed Roads		961,000		961,000	612,251	348,749	961,000	
Regional Roads	5/2166/2180/	421,000		421,000	61,748	359,252	421,000	
Stormwater Drainage								
Tara Bectric Road Bridge Replacement	22/120,556,850		535,921	535,921	490,019	45,902	535,921	

Temora Shire Council
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 For the Year Ended 30th June 2018
 As at 31st December, 2017

Description	Work Order	Original Budget	Approved Sub-Vote	Total Approved Budget	Actual YTD	Est. Remainder of Year	Revised Estimate	Variance this Quarter
Aerodrome								
Aerodrome Master Plan	2033		589	589	2,144	0	2,144	1,555
Airport Hangar - driveway & retaining wall	2291	9,500		9,500	0	9,500	9,500	
Runway 18/36 & Taxi/Apron Areas Investigate & Design	2359	30,000		30,000	19,176	10,824	30,000	
Skyfuel Hardstand & Aeroclub Refuel	2360	150,000		150,000	0	150,000	150,000	
Temora Agricultural Innovation Centre								
Administration & Research Buildings Upgrade	2447-2449		18,797	18,797	218,039	0	218,039	199,242
Cemetery								
Ariah Park Cemetery Toilet Block	2350	7,500		7,500	4,491	3,009	7,500	
Temora Burial Plinth	1756	50,000		50,000	0	50,000	50,000	
Temora Seating	2315	5,000		5,000	0	5,000	5,000	
Development								
Aerodrome Estate		500,000		500,000	536,660	(0)	536,660	36,660
Transfer to Reserves								
Sewerage Reserve		238,212	(238,212)	0	326,109	(326,109)	0	
Waste Reserves			134,350	134,350	115,953	18,397	134,350	
HACC Programs			64,930	64,930		64,930	64,930	
State Roads Profit				0	89,839	(89,839)	0	
FAGS Local Roads Reserve				0	339,370	(339,370)	0	
Plant Reserves				0	504,747	(504,747)	0	
Gravel Royalties				0	4,518	(4,518)	0	
Medical Complex Maintenance Reserve		10,000	(2,000)	8,000	8,335	(335)	8,000	
Infrastructure Replacement Reserve		300,000		300,000	150,000	150,000	300,000	
Stormwater Management		47,975	(13,572)	34,403	26,024	8,379	34,403	
		8,574,237	582,257	9,156,494	4,809,763	4,648,667	9,458,430	301,936

13 CORRESPONDENCE**13.1 MAJOR EVENT APPLICATION - NSW RURAL FIRE SERVICE****File Number:** REP18/124**Author:** Secretary Engineering**Authoriser:** Engineering Technical Manager**Attachments:**
1. Event Application - NSW RFS [!\[\]\(830769b31eeeaca920791081939ff8ba_img.jpg\)](#) 
2. Draft event management plan - NSW RFS [!\[\]\(ea8b0a47f44008b0ab9e2764654f5e66_img.jpg\)](#) **REPORT**

NSW Rural Fire Service has lodged an event application to hold their biannual NSW RFS State Championship from Thursday 13th September to Monday 17th September. They have requested the hire of numerous Council owned assets and have indicated that they will not be requesting any financial assistance from council.

They are seeking the following:-

- Use of the Railway Precinct
- Use of Lake Centenary
Written approval from the Lake Centenary Committee has not yet been provided to the RFS.
- Use of Temora Airfield Tourist Park
All accommodation and amenities

Councils approval for the use of the abovementioned facilities will be forwarded to the RFS Organisers.

The costs associated with the event are listed below:

Cost to Council: \$0

Cost to Event Organiser: All costs associated with the Championships will be charged to the RFS.

For Council's Decision**RESOLUTION 49/2018**

Moved: Cr Graham Sinclair

Seconded: Cr Dale Wiencke

It was resolved that Council approves the above requests for the use of Council facilities.

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:
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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/Ms/Mr/Ms: Paul Fowler

Organisation:

NSW Rural Fire Service

Position:

Corporate Events and Partnerships

Address:

15 Carter Street, Lidcombe NSW 2141

Telephone No.-

02 8741 4906Mobile: 0428 671 862

Email Address:

Paul.Fowler@rfs.nsw.gov.au

Signature

Date: 23/11/2017

a) If a Business please provide ABN:

25 003 129 221

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**

Paul Fowler (Event Manager) 0428 671 862 or Garry Cooper (Ground Manager) 0429 429 489

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 :

NSW Rural Fire Service

Company:

NSW Treasury Managed Fund

Policy Number:

TMF 097 - 1718

Expiry Date:

31 June Annually A copy of the CoC is contained within the provided document "Draft EVENT MANAGEMENT PLAN Ver 1.3"

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:

1. Temora Railway Precinct 2. Lake Centenary Complex 3. Temora Airfield Tourist Park Caravans and Camping

First day at the venue (set-up

date): 1. Friday 14 Sept. 2018 2. Tuesday 11 Sept. 2018 3. Wednesday 12 Sept. 2018

Dates the event proper takes place:

1. Friday 14 Sept. 2018 2. Saturday 15 - Sunday 16 Sept. 2018 3. Friday 14 - Sunday 16 Sept. 2018

Last day onsite (vacate date):

1. Friday 14 Sept. 2018 2. Monday 17 Sept. 2018 3. Monday 17 Sept. 2018

Start and finish times of the event:

1. 1815hrs - 2130hrs

2. 0700hrs - 1730hrs both days

3. Not Applicable

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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.

Held biennially, the NSW RFS State Championships are a reflection of the skill and professionalism of volunteers that make up the NSW Rural Fire Service. Since its inception in 1972 the biennial NSW RFS State Championships is the premier competitive firefighting event for members of the Service. It features 200 volunteer rural fire fighters, representing 14 senior and 12 junior teams from across the State, competing in a range of challenging tasks including bush and grass fire fighting, structure fire fighting and motor vehicle accidents. The focus of each event is leadership, teamwork and core fire fighting skills. Featuring a fully functional IMT, base camp, catering, marine, aviation and other specialist resource assets the Championships is also a public showcase of the Service's equipment and it's volunteers abilities and skills.

a. Event operating

hours: 0700 - 1730hrs

b. Estimate daily attendance of participants: 450

c. Estimate daily attendance of spectators: 100- 200

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: A number of fire fighting appliances will require access to the event scenarios identified in the site maps contained within the

Draft EVENT MANAGEMENT PLAN (numbered 2 - 17). These appliances will provide water supply, pumping and/or atesthetics as perscribed within the individual event scenario. Typically around 16 - 20 fire appliances ranging from Catorgory 1 Heavy Tankers to Catorgory 9 Ultra

Light Strikers. Once onsite the appliances will remain within the confines of their event. A complete set of event scenario plans can be supplied if required.

- 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:

Exhibition, IMT and Catering Area: 11 x 3m x 3m, 6 x 6m x 3m, 1 x 6m x 21m marquees and 7 x 3m x 3m Fete stalls

Event Senarios: 13 x 3m x 3m "pop-up" shade structures

- 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

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: 0830hrs

Finish: 1700hrs

- 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 Council's 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: 0500hrs
to: 0700hrs
- 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

- 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).

The State Championships request the assistance of the Council in providing 20 x Sulo type bins for use around the site. Additional garbage collections are requested on Friday 14 September and again on Monday 17 September. The event can coordinate the centralisation of the bins for this purpose and overall the arrangements can be as flexible as required to fit in with the work practises of Council. The Eat Street Catering Challenge will utilise recyclable packaging and will have the appropriate receptacles located within its confines.

- 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 be billed to the event organiser at commercial cleaning rates)

The State Championships will arrange for an additional 4 x 2 cubic metre skip bins at its own costs. These will be delivered Thursday 13 Sept. and removed Monday 17 Sept. and will be utilised by the mitigation crews tasked with overall site maintenance and restoration.

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.

Lake Centenary: The IMT would propose to utilise the existing facilities within the public toilets. Our own assessments by our WH & S officers indicate the existing facilities should be supplemented with the Council's 4 bay portable toilets block.

Temora Airfield Tourist Park: The IMT would propose to utilise the existing facilities within the public toilets supplemented by the Council's 3 and 2 bay portable toilets block and the Council's 4 stand portable shower block. The State Championships will arrange for an additional 2 x double portable toilet units at its own costs to be delivered Thursday 13 Sept. and removed Monday 17 Sept.

- 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.)

TBA, this will evolve and be further discussed with Council as the event scenarios are finalised early in 2018.

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.rms.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.

1 x 3m x 1.2 Aluminium Tower located at Lake Centenary within the bounds of event 12 as identified on the 2018 State Champs Temora site map.

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](http://www.safeworkaustralia.gov.au/sites/.../laws/.../Scaffolding%20Work.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

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

20. SECURITY

- 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

- 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:

Security personnel will be employed to cover both locations and will be engaged from Thursday 13 Sept. through to Monday 17 Sept 2018. Additionally, appropriately qualified NSW RFS members will be tasked to the Public Liaison Unit which is tasked with providing crowd control and public information. Within the Base Camp facility a Base Camp Commander will be appointed and supported by 2 Support Officers. Details are included in Incident Action Plan (IAP) a copy of which will be made available. Local emergency management will be advised through the LEMC
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

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

- Please provide details of the proposed location of signs

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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~~ A copy of the CoC is contained within the provided document "Draft EVENT MANAGEMENT PLAN Ver 1.3"

Assessed by Councils Risk Assessment Manager

Signed: _____

Date: _____

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Site Plan

Please refer to the 3 x site maps contained within the attachment
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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

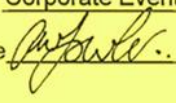
1. The cost to restore any damages to Council ground or facilities as a result of event activities including use during inclement weather or inappropriate use will borne by the Hirer.
2. The decision to use grounds/facilities and to ascertain the surface/facilities are of suitable quality for proposed 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: Paul FowlerDate: 23/11/2018Position: Corporate Events and PartnershipsSignature: 

<u>Council Authorisation</u>		
Insurance:	Yes / 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/Ms/Mr/Ms: Paul Fowler

Organisation:

NSW Rural Fire Service

Position:

Corporate Events and Partnerships

Address:

15 Carter Street, Lidcombe NSW 2141

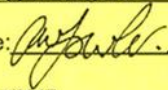
Phone (day time)

02 8741 4906

Mobile: 0428 671 862

Email Address:

Paul.Fowler@rfs.nsw.gov.au

Signature: 

Date: 23/11/2017

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

2018 NSW Rural Fire Service State Championships Official Opening

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*Function: Community**Temora Shire Council**Policy Number: C17***4. Please give a brief description of your event**

The Minister for Emergency Services and the NSW RFS Commissioner host a march past and Welcome Ceremony to officially open the bi-ennial State Championships. The 200 competitors perform a short march in order to accept a salute from the Commissioner before a formal opening ceremony is performed.

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:

NSW Rural Fire Service

Insurance Company:

NSW treasury Managed Fund

Policy Number:

TMF 097 - 1718

Expiry Date:

31 June annually A copy of the CoC is contained within the provided document "Draft EVENT MANAGEMENT PLAN Ver 1.3"

Event/Organisation Manager

11. Mobile phone contact number during event hours;

Name Paul Fowler

Mobile number 0428 671 862 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:

The march will form up on Crowley St, proceed up Parkes St to the stage within the Railway Precinct

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

Friday 14 Sept. 2018

Dates the event proper takes place:

Friday 14 Sept. 2018

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Last day onsite (vacate date):

Friday 14 Sept. 2018

Start and finish times of the event:

1800hrs to 1900hrs

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.



Please refer to the site maps contained within the attachment
"Draft EVENT MANAGEMENT PLAN, Ver 1.3"

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NOISE MANAGEMENT FOR OUTDOOR EVENTS FORM

Information for event organisers

This information is for managers of outdoor events to assist them in complying with the Environment Protection Act 1993, by minimising the impact of noise on surrounding areas and. In this context, outdoor events are events which use public address or audio systems for announcements, music or other noise.

Introduction

The general environmental duty in section 25 of the Environment Protection Act 1993 (EP Act) states that:

A person must not undertake an activity that pollutes, or might pollute, the environment unless the person takes all reasonable and practicable measures to prevent or minimise any resulting environmental harm¹.

The Environment Protection (Noise) Policy 2007² or Noise Policy provides a legal framework for the assessment of a wide range of often complex noise issues. It came into effect on 31 March 2008.

The technical document, Guidelines for use of the Environment Protection (Noise) Policy 2007, was developed for use by acoustic engineers and government officers, and is intended to be read in conjunction with the Noise Policy.

How this applies to events

In order to demonstrate compliance with section 25 of the EP Act, event organisers and managers should consider the potential noise impacts of planned events and minimise those impacts where possible.

Suggested issues for consideration include, but are not limited to:

- the hours of operation of the planned event
- the location of potentially noise-affected premises³ and predicted noise levels at those locations
- the planned location and orientation of stages, public address or audio systems
- reducing the level of noise throughout the duration of the event, particularly in the lower sound frequencies to prevent the sound penetrating houses if the planned event occurs at night.

1. Environmental harm also includes nuisance, such as noise.

2. www.epa.sa.gov.au/environmental_info/noise/environment_protection_noise_policy

3. Noise Policy, cl 12: where noise is audible and the premises:

- (a) are in a separate occupation from the noise source and is used for residential or business purposes; or
- (b) constitute a quiet ambient environment set aside as a park or reserve or for public recreation or enjoyment.

4. Noise Policy, cl 5(2)(b): between 10 pm and 7 am on the following day.

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Action required

A **noise management plan** for the event should be developed in conjunction with an acoustic engineer to identify potential impacts and measures to reduce those effects.

To assist in demonstrating that all reasonable and practicable measures have been taken to minimise environmental harm from occurring, the following actions should be included in a noise management plan:

1. A site plan including the location of the event, neighbouring land-use details, location and orientation of stages and public address or audio systems.
2. The distribution of a notification letter to surrounding potentially noise-affected premises used for residential or business purposes which includes:
 - a small version of the site plan
 - a description of the planned event
 - the time the event starts and finishes
 - the times for any sound testing to take place
 - a description of the proposed measures that will be implemented to minimise noise from the event
 - if your event has occurred previously, the changes you might have made to further minimise noise from the event
 - the name and phone number of a site contact person for any complaints lodged before, during and/or after the event.

This letter should be distributed to all potentially affected parties at least one week prior to the event. Please be aware that letter-box drops have the potential to not reach all intended recipients, partly due to delivery staff being unwilling to deliver this information to letterboxes marked with 'no junk mail' stickers. The preferred method for delivery is in an addressed envelope marked 'to the resident' or 'to the occupier'.

- 3 Undertake acoustic monitoring during the event to ensure that all reasonable and practicable measures are taken to minimise the overall sound level and low frequency noise at noise-affected premises.
- 4 Maintain a complaints register which should include:
 - contact details of all complainants
 - the time and date the complaint is received
 - a description of the complaint

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- a description of the activities occurring which gave rise to the complaint
- any action taken as a result of the complaint.

EPA involvement

The EPA may attend an event to take noise measurements in the surrounding area. It may also require entry to the site at any time during the event in order to carry out noise monitoring, particularly if a number of complaints about actual or potential noise have been received. The EPA may also require a copy of the complaints register either during or following an event in order to assess the information gathered and any action taken as a result of a complaint.

EPA authorised officers may approach event organisers to take action to reduce noise levels should the EPA consider that noise levels at a noise-affected premises is unreasonable, and/or that all reasonable and practicable measures have not been taken to minimise the potential noise impact. The EP Act provides authorised officers with various regulatory tools to apply in such circumstances.

Further information and links

Contact NSW Environment Protection Authority (EPA)

www.epa.nsw.gov.au/

Disclaimer

This publication is a guide only and does not necessarily provide adequate information in relation to every situation. This publication seeks to explain your possible obligations in a helpful and accessible way. In doing so, however, some detail may not be captured. It is important, therefore, that you seek information from the EPA itself regarding your possible obligations and, where appropriate, that you seek your own legal advice.

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Draft EVENT MANAGEMENT PLAN

Prepared for Temora Shire Council by
NSW Rural Fire Service

Ver. 1.3 November 2017



**NSW RURAL FIRE SERVICE
STATE CHAMPIONSHIPS 2018**
14-16 September 2018 Lake Centenary, Temora

Proudly Partnered by **GILBERT & ROACH** **ISUZU**
Huntingwood TRUCKS

Event History

On Saturday the 21st October 1972, Bush Fire Brigades from 14 local government areas assembled at the National Fitness Camp in Narrabeen to compete in the first "State Competition" for Bush Fire Brigades. What evolved from these humble beginnings is the NSW RFS State Championships.

While many aspects of the event have changed over the years the one thing that has remained is the desire by Brigades to claim the kudos and bragging rights that come with being the "Champions" of the world's largest volunteer firefighting agency.

Held biennially, the State Championships are a reflection of the skill and professionalism of volunteers that make up the NSW Rural Fire Service.

Event Timetable Outline

Friday 14 September

1200 Registration Opens
1600 Event Marshall Briefing
1800 Teams to Marshalling area
1815 Teams March Past
1830 Official Opening and Welcome Reception

Saturday 15 September

0700 Crew Leader Briefing
0730 Championship Events commence
1700 Day 1 Events conclude
1830 Championships Dinner

Sunday 16 September

0730 Day 2 events commence
1200 Events conclude and pack up
1300 Presentations and Official Close
1430 Teams depart



introduction

This event sees over 200 volunteer rural fire fighters competed in a range of challenging tasks including bush and grass fire fighting, structure fire fighting and motor vehicle accident re-enactments. The focus of each event is leadership, teamwork and basic skills.



It is traditional for the Commissioner of the NSW Rural Fire Service to announce the host District for the next State Championships at the closing ceremony of the current event.

The process for identifying potential future venues for the Commissioners consideration is coordinated by the Manager of the Organising Committee. The Championships were last hosted in Region West in 2010.

In April of 2016 the Manager received an expression of interest to host the 2018 Championships from Bland Temora, which was subsequently endorsed by the Regional Manager West.

Discussions were held with the Manager and members of staff from Bland Temora to ensure they understood the logistics and work load issues associated with hosting the event.

During the inspection facilities with the appropriate capacity were identified to meet the following critical requirements;

1. Venue,
2. Accommodation,
3. Specialised event venues
4. Catering

A range of indicative pricing was collected and verified against the existing budget to ensure that the event could be conducted within the parameters of existing funding levels.

THE RFS PIPES AND DRUMS

With the assistance of the NSW RFS State Protocol Team, the RFS Pipes and Drums will again provide incredible entertainment across the entire weekend. From their precision display at the opening to the impromptu outbreaks of music they will again demonstrate their professionalism and outstanding musical abilities.

Should you have any questions about, or require more information on, the RFS Pipes and Drums simply email executive.support@rfs.nsw.gov.au

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operational details

The Championships will be held at the **Lake Centenary Complex** under the control of an Incident Controller (IC) with the aid of an Incident Management Team (IMT), the same way that the Service runs an active fireground. The fully functional IMT set up is a valuable preparation exercise ahead of the bush fire season enabling our communication technologies and command and control techniques to be tested. A comprehensive Incident Action Plan (IAP) is produced closer to the event detailing the assignment of personnel to duties, the communications plan (incorporating the assignment of radio frequencies), weather controls and emergency incident response protocols.

A comprehensive site plan is included within the "Risk Assessment and Controls Safety Plan for 2018 State Championships Temora" document detailing catering location, structures and operational areas. Suitably qualified NSW RFS members are specifically tasked with traffic control and the event equipment kit contains a variety of signage used to delineate areas and provide direction and instruction. A Community Liaison Officer (CLO) is assigned to coordinate a qualified team of Community Safety Assistants (CSA) who are tasked with providing guidance and information to members of the general public, whilst the entire operation is constantly monitored by two Safety Officers (SO) to ensure compliance with the Risk Assessment and Controls Safety Plan.

A NSW RFS Base Camp will be deployed at the **Temora Airfield Tourist Park** to provide accommodation to NSW RFS junior and senior participants. NSW RFS constituted catering brigades will supply all meals, the NSW RFS catering brigades will not supply food to any personnel who are not NSW RFS members or to any members of the general public.

The Official Opening and March will be conducted on Friday evening utilising the newly refurbished **Railway Precinct**, with the Championship Dinner to be hosted at the Temora Aviation Museum.

general hours of operation

Tuesday 11 September

0730 – 1700hrs Delivery and establishment of Logistics Compound facilities

Wednesday 12 September

0730 – 1200hrs Ground marking, delivery of marquees and base camp

Thursday 13 September

0700 – 1700hrs Delivery of equipment, erection of marquees and setting up of base camp, events and IMT.

Friday 14 September

0700 – 1200hrs Event proofing and dry runs
1200 Registration Open
1600 Event Marshall Briefing
1800 Teams to Marshalling area
1815 Teams March Past
1830 – 2130hrs Official Opening and Welcome Reception

Saturday 15 September

0700 Crew Leader Briefing
0730 Championship Events commence
1700 Day 1 Events conclude
1830 Championships Dinner at the Temora Aviation Museum

Sunday 16 September

0730 Day 2 events commence
1200 Events conclude and pack up
1300 Novelty event
1330 Presentations and Official Close
1330 – 1730hrs Strip down of events IMT

Monday 17 September

0700 – 1100hrs Removal of last equipment
Make good any damages

management team

There are many people who will help to make the 2018 NSW RFS State Championships a success including the competitors, marshals, judges, sponsors and team support. The following people form the Organising Committee and are drawn from across the NSW RFS to plan and conduct the event.

Event Manager	Paul Fowler
Deputy Manager	Kristine Wendtman
Incident Controller	Superintendent Bryan Daly
Deputy Incident Controllers	Superintendent Paul Whitely & Superintendent Nick Turner
Ground Manager	Garry Cooper
Logistics Coordinator	Brett Wallace
Host District Delegate	Inspector Steve Holden
Volunteer Coordinator	Donald Coddington
WH&S Officer	Inspector Fred Aphorpe
Cadet Coordinator	Paul Cunningham
Protocol Coordinator	John Sullivan

Council facilities requested

Temora Railway Precinct – all available facilities

Friday 14 Sept. 1500hrs – 2130hrs - Exclusive use

- Council to arrange for market stalls sufficient to provide dinner for 450 attendees, utilising redeemable vouchers
- The Opening Ceremony and March past will be open to all members of the public to attend
- The march will form up on Crowley St, proceed up Parkes St to the amphitheatre within the Railway Precinct

Lake Centenary Complex - all fields and buildings.

Tuesday 11 Sept. – Thursday 12 Sept. - Limited Access

Friday 14 Sept. – Monday 17 Sept. - Exclusive use

- It is acknowledged that public access to the walking track will be required to remain available throughout the period. Arrangements to be confirmed with the State Championships Ground Manager who will coordinate safe, uninterrupted access
- Whilst exclusive use is sought the Championships proper will offer free access to the general public
- Security guards will be stationed at the grounds, at our own cost, to provide patrols throughout the night. These will be onsite from Thursday 13 September till Monday 17 September
- On the following pages are the draft site map overviews

Temora Airfield Tourist Park Caravans and Camping - all areas, cabins and amenities

Wednesday 12 Sept. – Thursday 12 Sept. - Limited Access

Friday 14 Sept. – Monday 17 Sept. - Exclusive use

- Existing cabins will be supplemented with the establishment of a NSW RFS Base Camp facility
- The Base Camp will accommodate all junior and senior competitors
- On the following pages are a draft site map overview

Portable council owned amenities – all available facilities

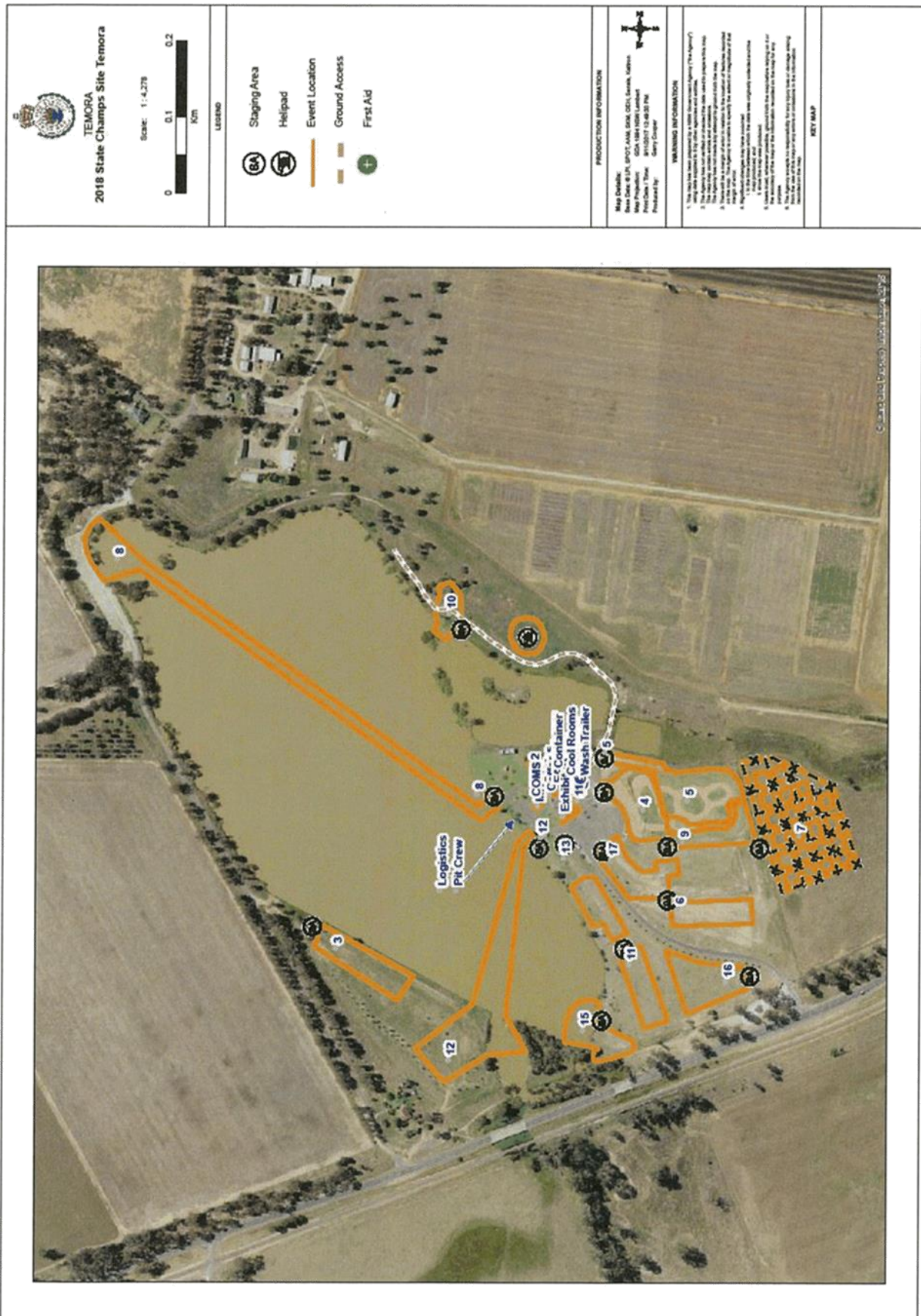
Thursday 13 Sept. – Monday 17 Sept. - Exclusive use

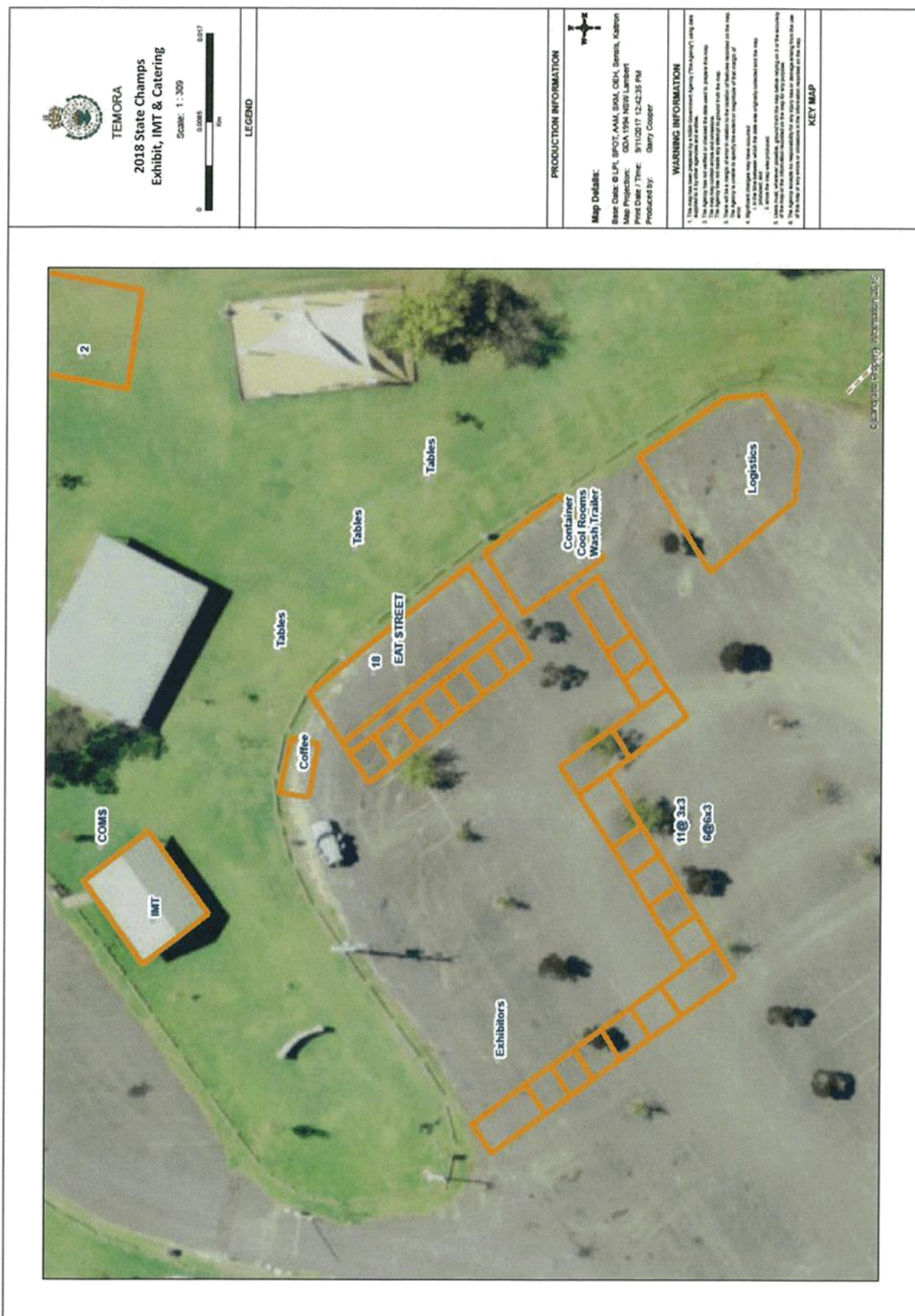
- Use of 3 x Portable toilets blocks - 4 WC's, 3WC's and a 2WC and 1 x 4 stand shower block
- To be utilised at Lake Centenary and Temora Airfield Tourist Park

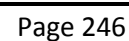
Portable garbage bins – any available (e.g. Sulo or 44 gallon drum style)

Friday 14 Sept. – Monday 17 Sept. - As available

- Additional portable garbage bins required at both Lake Centenary and Temora Airfield Tourist Park to supplement existing facilities.









insurance

As a department of the NSW Government, the NSW RFS comes under the Emergency Services portfolio within the Justice Cluster. The management and operational responsibilities of the NSW RFS are legislated in the Rural Fires Act 1997, and so is required to comply with all relevant State and National regulations (including but not limited to labour and ethical employment practices, workplace health and safety, and environmental impacts). The NSW RFS has in place a comprehensive reporting regime to monitor performance, outcomes, risks, legislative compliance and financial information. The NSW RFS utilises its Audit and Risk Committee to oversee and monitor the governance and accountability requirements of the NSW RFS. The Committee consists of independent members and advises the Commissioner on a range of matters including: the effectiveness of the Service's internal audit function; legislative compliance; the financial statements and financial reporting of the Service; risk and control frameworks; business continuity and corruption prevention activities.

The NSW RFS insurances are encapsulated within the NSW Governments Treasury Managed Fund (TMF) which provides broad protection for all asset and liability exposures to TMF Agencies. The TMF covers Agencies in respect of:

- Workers' Compensation according to NSW statute;
- Liability, including, but not limited to, public liability, products liability, professional indemnity, directors/officers liability and medical negligence;
- Property (full replacement, new for old, and consequential loss);
- Motor vehicle; and
- Other miscellaneous losses, including but not limited to, employee dishonesty, personal accident and protection during overseas travel.

Details of the NSW RFS schedules of cover are contained within the Treasury Managed Fund Statement of Cover v4.1 document.

A certificate of currency showing our \$20,000,000 public liability cover provided by the NSW Treasury Managed Fund (TMF) is attached on the following pages, note that this certificate is valid only until the 30.06.2018. The CoC is re-issued on 1 July annually, a certificate with validity for the September 2018 event will be available early July 2018 and a copy will be automatically issued.



AAI Limited trading as GIO ABN 48 005 297 807
18 Jamison Street Sydney NSW 2000
GPO Box 2601, Sydney NSW 2001
Telephone: 02 8121 1183 Fax 02 8121 0690

Tuesday, 27 June 2017

Reference: TMF 097 - 1718

NSW Rural Fire Service

CERTIFICATE OF CURRENCY – NSW TREASURY MANAGED FUND

Insurance and Care NSW (icare) administers the New South Wales Government self insurance scheme called the Treasury Managed Fund (TMF). The TMF was established to manage the New South Wales Government's self insured assets and liabilities. It provides cover for asset and liability exposures (other than compulsory third party insurance) for NSW Government Agencies that are members of the TMF.

This certificate of currency confirms that from 1/07/2017 to 30/06/2018, that NSW Rural Fire Service is a member of the TMF. Cover is provided in accordance with the TMF Statement of Cover. This means that the NSW Rural Fire Service and their employees and volunteers, are fully covered for their legal liability to any third party arising out of their approved activities worldwide.

Cover includes, but is not limited to:

1. Legal liability inclusive of:
 - a. Public Liability for an amount of \$100 million
 - b. Professional Indemnity for an amount of \$100 million
 - c. Directors & Officers for an amount of \$100 million, and
 - d. Product Liability for an amount of \$100 million.

Identifier No: MF100021
Inception Date: 30/06/1989
2. Comprehensive Motor Vehicle coverage in respect of vehicles owned or leased by NSW Rural Fire Service
Identifier No: MF100020
Inception Date: 30/06/1989
3. Property coverage (including plate glass) on a full replacement (new for old) basis, including consequential loss, worldwide, for loss and/or damage to all real and personal property either owned by, or the responsibility of NSW Rural Fire Service
Identifier No: MF100022
Inception Date: 30/06/1989

icare™ is the brand of Insurance & Care NSW and provides services to the NSW Self Insurance Corporation, which operates the Treasury Managed Fund (TMF) scheme. GIO is an agent for icare™ tmf.

Figure 1 Certificate of Currency



4. Personal Accident coverage for Voluntary Workers whilst actively engaged in voluntary work for NSW Rural Fire Service. Coverage is provided in accordance with and equivalent to the benefits payable under the NSW Workers Compensation Legislation, as amended.

Identifier No: MF100023

Inception Date: 30/06/1989

The TMF Statement of Cover provides further guidance on coverage.

NOTE: GIO hereby agrees that should such coverage be cancelled or withdrawn for any reason, 30 days notice will be provided.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Frank Farhart'.

Client Services Manager

NSW TREASURY MANAGED FUND

Phone No: (02) 8121 3683

Email: frank.farhart@suncorp.com.au

number of people

Incident Management Team	35
Marshals and event assistance	69
Protocol and NSW RFS Pipes and Drums	35
Local volunteer helpers	70
Competitors	200
Officials and dignitaries	45
TOTAL	454

ground preparation

The IMT request the assistance of Council in ensuring that the grounds have been freshly mown in the week immediately preceding the commencement of State Championships. The State Championships advises that some scenarios will involve the use of live fire that may result in small areas of scorching. The State Championships will endeavour to minimise this where possible and restates its policy of "make good" where damage caused by its activities will unduly affect the complex.

The area to the south of the Jet Boat track, identified as Event 7 on the Site Plan, is requested to be left unmown to allow the growth to be in the order of 1 to 1.5 metres high. Event 7 is a hazard reduction scenario utilising live fire and helicopter resources to conduct controlled burns on patches of grass 3m by 3m. A local State Championships liaison officer will be appointed to work with the Council to coordinate this scenario.

disposal of waste

The State Championships request the assistance of the Council in providing 20 x Sulo type bins for use around the site. The Council shall be responsible for arranging emptying of these on Friday 14 September and again on Monday 17 September. The event can coordinate the centralisation of the bins for this purpose and overall the arrangements can be as flexible as required to fit in with the work practises of Council. The State Championships will arrange for an additional 4 x 2 cubic metre skip bins at its own costs. These will be delivered Thursday 13 Sept. and removed Monday 17 Sept.

toilet/shower arrangements

Lake Centenary

The IMT would propose to utilise the existing facilities within the public toilets. Our own assessments by our WH & S officers indicate the existing facilities should be supplemented with the Council's 4 bay portable toilets block.

Temora Airfield Tourist Park

The IMT would propose to utilise the existing facilities within the public toilets supplemented by the Council's 3 and 2 bay portable toilets block and the Council's 4 stand portable shower block. The State Championships will arrange for an additional 2 x double portable toilet units at its own costs. These will be delivered Thursday 13 Sept. and removed Monday 17 Sept. and will be located within the area defined on the Temora Airfield Tourist Park map.

designated camping areas

The area defined as the Temora Airfield Tourist Park will be the location for a NSW RFS Base Camp facility. Combined with the onsite cabins this facility will provide accommodation for approximately 300 NSW RFS members. No public camping is to be permitted on site from 1200hrs Friday 14 September to 1200hrs Monday 17 Sept. Inspector Peter Jones has been appointed as the Base Camp Commander and will be supported onsite by 2 Base Camp Coordinators. Additional accommodation has been secured at various location around Temora including the Skylodge, Koreela Park Motor Inn, Rose Cottage, Goldterra Motor Inn and Starling Nest Cabins.

electricity

No specific or excessive electricity requirements have been identified within the site plan. The largest draw will be located within the catering facility and the NSW RFS will utilise its extensive range of portable generators which will be bought into service as required and provided at the NSW RFS own cost.

Beyond the catering facility electricity is only required to run standard 10amp computers, radios and lighting within the exhibition space and IMT, and it is proposed that this will be drawn from the existing onsite electricity supply.

lighting requirements

It is requested that the grounds floodlighting be available for use;

1. Saturday morning from 0500hrs to facilitate the preparation of the events prior to the start of competition.

PA system requirements

It is requested that the grounds public address system be available to be utilised by the Ground Announcer for general informational and promotional purposes;

1. Saturday and Sunday from 0730hrs to 1700hrs.

It is not proposed to play any form of music or loud sound effects that might cause any form of noise impacts to any surrounding residents.

risk management plan

In line with our legislated responsibilities under the Rural Fires Act 1997, a comprehensive risk assessment will be undertaken and a risk management plan titled, "Risk Assessment and Controls Safety Plan for 2018 State Championships Temora" will be produced. The identified controls are implemented at the event under the direction of the IC by a dedicated crew of qualified Safety Officers.

Also onsite throughout the event will be a first aid team supplied by St John Ambulance (NSW).

cleaning arrangements

The State Championships requests the assistance of Council in providing cleaning to the ablutions on Friday 14 Sept, and on both Saturday and Sunday mornings prior to the start of competitions.

event sponsors

Principal Partner

The 2018 NSW Rural Fire Service State Championships welcomed back our long standing Principal Partner



Major Partner

Another of our loyal State Championships supporters will again play an intergral role in bring the Championships to fruition



Official Dinner Sponsor

Our thanks to





The poster features a red and tan background with a diagonal striped pattern. At the top left is the Rural Fire Service NSW logo, and at the top right is the NSW Government logo. Below these are images of a fire helicopter and a propeller plane. The main title is in large, bold, black letters. Below the title, on a red background, is the text 'NEW EVENTS AND LOCATION!'. To the right of this text is an image of a vintage fire truck and a firefighter. Below the vintage truck is a modern fire truck with four firefighters standing in front of it. The date and location are in large red letters, followed by the phrase 'Mark your calendars NOW!' in a handwritten style. At the bottom, there are logos for Gilbert & Roach, Isuzu Trucks, and RFS Australia.

 **NSW RURAL FIRE SERVICE** 

**COMING IN 2018 · NSW RURAL FIRE SERVICE
STATE CHAMPIONSHIPS 2018**

**NEW EVENTS AND
LOCATION!**

**14-16 SEPTEMBER 2018
LAKE CENTENARY, TEMORA**
Mark your calendars NOW!

Proudly partnered by
GILBERT & ROACH
Huntingwood

**ISUZU
TRUCKS**

Sponsored by
 **RFSA**

LATE MATTER**1 TAFE OF NSW**

General Manager advised of correspondence from TAFE NSW requesting sponsorship for the Outstanding Student Award for the Temora Campus to the value of \$150.00.

RESOLUTION 50/2018

Moved: Cr Dennis Sleight

Seconded: Cr Nigel Judd

It was resolved that Council sponsors the Outstanding Student Award for the Temora Campus to the value of \$150.00.

CARRIED

14 NOTICE OF MOTION

Nil

15 BUSINESS WITHOUT NOTICE**1 CR McLAREN**

Cr McLaren advised that Temora Swimming Club would like to replace the blanket on the outdoor pool with the cost of the blanket around \$20,000. Temora Swimming Club would contribute 1/3 of the cost, and seeking grant funding, and request Council to contribute a 1/3. If this could be included in the budget estimates.

2 CR WIENCKE

Has received an enquiry from a resident about directional signage for the Temora Innovation Centre and if signage could be erected on Trungley Road

RESOLUTION 51/2018

Moved: Cr Dale Wiencke

Seconded: Cr Claire McLaren

It was resolved that costings are investigated for back and front of signage for directions to Temora Innovation Centre and a report is brought back to a Assets & Operations meeting.

CARRIED

A cedar tree in Carson street has been cut very badly under the electricity lines and now has 3 limbs to one side. Is this tree able to be removed.

Advised that the Urban Overseer will be advised of this.

Advised of pot holes in Carson Street on the northern side need filling.

3 CR SLEIGH

Cr Dennis Sleigh enquired to how the Face to Face coffee mornings are going to be organised?

4 CR REINHOLD

Cr Lindy Reinhold advised that a resident in Gardner Street is complaining about rats running around and could this be investigated.

Director of Environmental Services requested that the address be sent to him to follow up.

Residents are concerned with the amount of dogs coming out of properties and attacking walkers. A recent incident in Britannia Street saw a walker being attacked and needing to defend themselves with their bags of groceries.

5 CR OLIVER

Cr Max Oliver advised that a resident enquired why there is not dump point at the caravan park.

Director of Environmental Services advised that there is a dump point out on Airport Road.

Enquired if works were going to be carried out on the Parkes Street to Baker Street near Crowley Street heading towards the Railway as the road is very rough.

6 CR JUDD

Cr Nigel Judd advised that it was good to see the Arianah Park Central School win the Australia Day Event of the Year for their "Working it Out" for the ABC Landline program. Have since been contacted by Warner Bros for any participants for the Little Big Shots program.

7 CR FIRMAN

Cr Rick Firman advised that the Tara/Bectric Bridge official opening will be held on the 27 March 2018 by The Hon Melinda Pavey, Minister for Roads, Maritime and Freight.

Acting Chief Executive Officer for Office of Local Government Mr Hurst, has advised that a Council Engagement Team will be established. There will be 6 managers who will work on a regional basis.

1 COOLAMON STREET UPGRADE

Following the presentation for the Coolamon Street upgrade to have grass areas and the planting of vines on the shop frontages.

RESOLUTION 52/2018

Moved: Cr Dennis Sleigh

Seconded: Cr Lindy Reinhold

It was resolved that discussions be held with relevant staff on the Coolamon Street upgrade and the costings to be brought back to a Council meeting.

CARRIED

RESOLUTION 53/2018

Moved: Cr Claire McLaren

Seconded: Cr Nigel Judd

It was resolved that the Information Paper be received.

CARRIED

16 COUNCILLORS INFORMATION PAPER**17.6 NOTICE BOARD - FEBRUARY 2018**

File Number: REP18/74
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

FIRST HEADING**February**

15 Lisa Richards & Richard Gilewitz in Concert
Town Hall Theatre – 7:00pm

March

9 Mike McClellan
Moonbucca Station – Bus leaves at 6:15pm
10 Temora Rural Museum – 45th Annual Live Exhibition
13 Eastern Riverina Arts – Mobile Office 236A Hoskins Street
17 Opening of the Railway Heritage Walk
Boofhead Statue Unveiling
Neville Pollard – Book Launch “Crown Land to Closer Settlement”

April

12 Alzheimer’s Memory Van Visit @ Temora Ex Services Club
25 Anzac Day
6:00am Dawn Service
11:00am Service

May

8 Welcome New Residents
BBQ at Bundawarra Centre

For Councils Information

17.8 TEMORA MEMORIAL TOWN HALL - INCOME & EXPENDITURE JANUARY 2018

File Number: REP18/92
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

FIRST HEADING

INCOME	\$
Balls	
Bar	
Chair Replacement	
Concerts	
Credit Notes	
Crockery Hire	
Dance Prac	70.00
Dances	
Election	
Exams	
Expo's	
Fair	
TOTAL INCOME	\$70.00
EXPENDITURE	\$
Utilities	
Gas	
Water	
Electricity	952.74
Rates	
Cleaning	
Supplies	
Wages	
Maintenance	
Includes Plant, Stores, Handyman's Wages	295.00
Administration	
Wages	\$1,084.00
Miscellaneous	
TOTAL EXPENDITURE	\$2,331.74

For Councils Information

17.7 WORKS REPORT - JANUARY 2018

File Number: REP18/77
Author: Secretary Engineering
Authoriser: Engineering Technical Manager
Attachments: Nil

FIRST HEADING**Main roads**

- MR57-Inspection & routine maintenance
- MR84- inspection & routine maintenance
- MR57 –Barmedman creek widening
- MR241-Inspection

Local roads

- Hartwigs Road resheet
- Pringles Road
- Nixon Road
- Quades Road
- Back Aria Park Road resheet
- Schlunkes Road
- Derricks Road
- Stewarts Road

Urban Temora & Aria Park

- Slashing Town Streets
- Spitfire Drive roadworks
- K&G maintenance
- Parkes & Ovals maintenance

Works planned for next month

- Barmedman creek winding
- Taxi way aerodrome
- Back Aria Park resheet
- Reinstate bank of arterial drain to lake

For Council Information***Report by Mick Mannion***

17.4 BUILDING APPROVALS - JANUARY, 2018

File Number: REP18/52
Author: Secretary Engineering
Authoriser: Director of Environmental Services
Attachments: Nil

DEVELOPMENT CONSENTS ISSUED

- ✓ CC 87/2016 – Lot 7 & 8; DP 758957; Section 13; 113/115 Baker Street, Temora – Seven (7) X Two (2) Bedroom Brick Veneer Dwellings
- ✓ CC 78/2016 – Lot 3; DP 1079625; 9-11 Timmins Street, Temora – Seventy-Two (72) Placement Child Care Centre
- ✓ SUB 87/2017 – Lot 48; DP 750628; 122 Coddingtons Lane, Temora – Rural Subdivision
- ✓ DA/CC 92/2017 – Lot 1; DP 6207; Section D; 4 Lawson Road, Temora – Steel Framed Residential Shed/Garage
- ✓ DA/CC 94/2017 – Lot 122; DP 750852; 39 Pitt Street, Aria Park – Dwelling
- ✓ DA/CC 95/2017 – Lot 30; DP 1073421; 11 Evatt Street, Temora – Dwelling
- ✓ DA/CC 96/2017 – Lot 5; DP 758957; Section 28; 110 Camp Street, Temora – Dwelling
- ✓ DA/CC 97/2017 – Lot 6; DP 1037693; 11 Rosella Street, Temora – Dwelling
- ✓ DA/CC 1/2018 – Lot 13; DP 758957; Section 18; 154 Baker Street, Temora – Carport Extension to Existing Steel Framed Shed/Garage
- ✓ SUB 2/2018 – Lot 2; DP 1165762; 7795 Milvale Road, Temora – Subdivision
- ✓ DA/CC 3/2018 – Lot 114; DP 750587; 2 Leary Place, Temora – Steel Framed Shed/Garage (Residential Storage Only)
- ✓ DA/CC 4/2018 – Lot 3; DP 758957; Section 30; 125 Vesper Street, Temora – Dwelling Additions & Alterations
- ✓ DA/FSS 5/2018 – Lot 1; DP 26829; 171 Baker Street, Temora – Home Based Business

COMPLYING DEVELOPMENT ISSUED

- ✓ CDC 1/2018 – Lot 5; DP 758957; Section 27; 131 Twynam Street, Temora – Dwelling House Alterations & Additions (Rear Awning)

- ✓ CDC 2/2018 – Lot 1; DP 6207; Section D; 4 Lawson Road, Temora – Relocation of Existing Steel Framed Shed/Garage (Residential)
- ✓ CDC 3/2018 – Lot 2; DP 322398; 174 Britannia Street, Temora – Dwelling House Additions (Rear Skillion Roof)
- ✓ CDC 4/2018 – Lot 8; DP 13604; 29 Coolamon Street, Aria Park – Steel Framed Shed/Garage (Residential Storage Only)
- ✓ CDC 5/2018 – Lot 8; DP 758957; Section 26; 195 Camp Street, Temora – Rear Verandah Incorporating a Carport
- ✓ CDC 6/2018 – Lot 1; DP 1033595; 635 Quandary Road, Quandary – Rural Fire Shed (Quandary)
- ✓ CDC 7/2018 – Lot 14; DP 801407; 85 Bartondale Road, Temora – Steel Framed Shed/Garage (Residential Storage Only)


For Councils Information

17.10 REGULATORY CONTROL - DECEMBER 2017 & JANUARY 2018

File Number: REP18/109
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

Item	Investigate Incidents	Orders Issued Y/N	Penalty Infringement Y/N	Notes
Illegal Parking	14	Warnings	No	
School Zones	14	No	No	
Noise – Dogs	7	No	No	Advice & suggestion on solving issue
Air Quality				
Illegal Dumping/Littering	8	No	No	
Overgrown/Untidy Blocks	21	Yes	No	Ongoing monitor
Impoundments (other)	3	No	No	Vehicles
Fruit Fly	4	No	No	Asked for assistance in picking up fruit
Lake Walking Track – leashed animals	6	No	No	Spoke to all regarding responsibilities
Animal Welfare	6	No	No	Ongoing monitor
Dangerous Dogs	3	Yes – 1	No	
Impounded – Dogs	9	Warning	No	Issued warning
Noise Animals	7	No	No	Advice given
Nuisance Animals – Trapping	44	No	No	Feral Cat Program
Dead Animal Removal				
Keeping of Horses in Residential Areas	5	No	No	Spoke to owners
Main Street Sign Approvals Inspections	30	No	No	
Rural Stock Incidents	5	No	No	Owners contacted

Report by Ross Gillard

17.9 CASH & INVESTMENTS FOR PERIOD ENDED 31 JANUARY 2018**File Number:** REP18/107**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Cash & Investments - January 2018 [!\[\]\(c694a3ff3b077d76910920a6a1593ab4_img.jpg\)](#) 



Temora Shire Council

Cash & Investments

For the period ended 31st January, 2018

	Original Budget 2017/18	Revised Budget 2017/18	Actual YTD Figures
Externally Restricted			
Sewerage Services	682,316	682,316	1,036,764
Waste Management	777,317	777,317	765,449
HACC			
HACC Unexpended	547,392	547,392	461,311
HACC-ELE	379,919	379,919	379,919
Total HACC	927,311	927,311	841,230
Total Externally Restricted	2,386,944	2,386,944	2,643,443
Internally Restricted			
Leave Reserves	1,536,943	1,536,943	1,536,943
Roads Reserve	749,686	749,686	663,575
Local Roads	804,592	804,592	662,703
FAGS Received in Advance	0	0	0
Industrial Development	198,824	198,824	198,824
Plant & Vehicle	303,727	303,727	749,006
Izumizaki Donation	2,152	2,152	2,152
Gravel Royalty	342,944	342,944	381,000
Medical Complex Development	38,648	38,648	38,980
Infrastructure	850,000	850,000	725,000
Shire Entrance Signs	50,000	50,000	0
Kerb & Gutter Program	(187)	(187)	54,888
Tom Moon Ave Heavy Patching	5,929	5,929	5,929
MapInfo/GIS Upgrades	17,700	17,700	17,700
Callaghan Park CCTV	20,000	20,000	20,000
Ariah Park Youth Hall Revote	8,110	8,110	8110
CCTV Upgrade Revote	25000	25,000	25000
Aerodrome - Seal around Fuel Facility Revote	32000	32,000	32000
Footpath Hoskins Street Northern End Revote	15000	15,000	25000
Aerodrome Signage	9500	9,500	9500
Stormwater Drainage Flood Studies & Construction Programs	112428	112,428	95229
Temora West Sportsground Upgrade Dressing Shed & Toilets Rev	0	0	28134
Mobile Stage Upgrade Revote	30000	30,000	9726
NRCC House Asbestos Removal Revote	61000	61,000	61000
Town Entrance Beautification Revote	10000	10,000	10000
Total Internally Restricted	5,223,996	5,223,996	5,360,400
Total Reserves	7,610,940	7,610,940	8,003,842
Cash & Investments			
Westpac Cheque Account			308,358
Macquarie Bank DEFT Account			75,683
Bankwest			509,543
NAB			500,000
Bankwest			506,873
NAB			500,000
ME Bank Term Deposit			500,000
BOQ			500,000
AMP Term Deposit			565,983
AMP Business Saver Account			275,972
AMP Notice Account			3,420
NAB Term Deposit (77-177-3095)			533,242
AMP Term Deposit			500,000
AMP Term Deposit			532,436
BOQ			500,000
AMP Term Deposit			500,000
Bankwest			502,049
Westpac Cash Reserve			3,770
Total Cash & Investments	7,610,940	7,610,940	7,317,331
Cash Deficit			(686,512)

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

17.5 EVENT COSTINGS - FEBRUARY, 2018**File Number:** REP18/68**Author:** Secretary Engineering**Authoriser:** Director of Environmental Services**Attachments:** 1. Event Costings [!\[\]\(5a132f13505a6571904d622757b7a8f0_img.jpg\) !\[\]\(0f17417dd77a61b2fdbff69a33adf9f2_img.jpg\)](#)*For Councils Information*

Event Costings 2016/2017

Event	Actual Cost to Council	Estimated Cost to Council	Cost to Event Organiser
NYE Celebration 2016/17	\$459.43	-	\$ -
Anzac Day 2017		\$ 1,315.00	\$ -
Temora Rural Museum Open Day		\$ 995.00	\$ -
Australia Day Ceremony - Temora		\$ 1,225.00	\$ -
Australia Day Breakfast - Aria Park		\$ 25.00	\$ -
Station Sounds		\$ 505.00	
Temora West School Fete		\$ -	\$ 25.00
Horsepower		\$ -	\$ 25.00
Big River Entertainment		\$400.00	\$-
TOTAL:	\$459.43	\$ 4,465.00	\$ 50.00

Event Costings 2017/2018

Event	Actual Cost to Council	Estimated Cost to Council	Cost to Event Organiser
Aria Park Mary Gilmore Festival		\$1,300.00	\$175.00
Aria Park Christmas Tree 2017		\$25.00	\$0.00
Australia Day - Temora		\$305.00	\$0.00
Australia Day - Aria Park		\$25.00	\$0.00
Temora Show Society		\$555.00	
2017 Regency Ramblers Rod & Custom Club		\$675.00	
2017 Music, Food & Wine in the Vines		\$785.00	
Temora Rural Museum Live Exhibition		\$995.00	\$0.00
2018 Temora Anzac Day		\$1,315.00	\$0.00
Temora Christmas Eve Mass		\$160.00	\$25.00
Bikers 4 Boobs		\$235.00	
TBEG Light Up Christmas Street Fair		\$700.00	\$175.00
New Years Eve Celebrations		\$590.00	\$75.00
Freight Train Blues		\$320.00	\$25.00
Grandparents Day 2017		\$1,280.00	\$75.00
TOTAL:	Nil	\$9,265.00	\$550.00

Note: The event applications listed below were approved within the 2016/17 financial year, however the process of costings out each event was not being carried out at this stage.

Aria Park Bulk Grain Handling Centenary
 Oars 4 a Cause
 Fisherama
 Carols at the Ampitheatre 2016

17.11 PINNACLE SERVICES - FINANCIAL REPORT 31 JANUARY 2018**File Number:** REP18/122**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Pinnacle Services [!\[\]\(e3f8612927870f2e0f9f5989e6dd3064_img.jpg\)](#) *Report by Steve Firth*

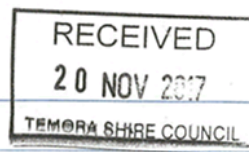
Pinnacle Community Services
Financial Report
As at 31st January 2018

	Oct YTD	Nov YTD	Dec YTD	Jan YTD
Disability Services - State Block Funding	109,024	92,285	88,538	63,685
Community Participation	1,296	(4,893)	(7,105)	(8,067)
Transition to Work	(6,996)	10,330	10,330	10,330
Life Choices	(2,203)	(1,240)	1,810	(1,674)
Flexible Respite	(1,640)	(2,542)	642	(383)
Community Support Package	(1,621)	(1,621)	(1,621)	(1,621)
Leaving Care	986	986	986	986
Supported Independent Living	5,403	(21,972)	(21,475)	20,979
NDIS Packages	-	8,171	(4,598)	(10,345)
Contracted/Brokered Services	(6,352)	(11,170)	(14,513)	(17,267)
Aged Care - Commonwealth Funded Block Funding	(65,688)	(36,088)	(124,254)	(103,284)
Home Care Packages	2,544	7,140	(980)	(44,642)
Community Transport Programs	(25,255)	(22,152)	(1,225)	(47,898)
Transition Funding	(12,980)	(12,201)	(11,811)	(11,714)
Overheads - to be distributed quarterly	13,405	17,798	5,334	7,411
Termination Payments - to be funded from ELE Reserve	(106,632)	(127,915)	(135,814)	(141,072)
NDIS Adjustments	1,249	3,667	8,770	22,311
Net (Surplus)/Deficit	(96,709)	(105,083)	(215,755)	(262,265)

17.1 WEST - TRUNGLEY ROAD**File Number:** REP18/40**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. West - Trungley Road  **FIRST HEADING**

Letter of appreciation for works carried out on the Trungley Road and in particular the section from the junction of Boginderra Road to the junction of Barmedman, Morangarell and Grenfell Roads and would like to thank all staff involved for the works carried out.

For Councils Information



107 Victoria Street
Temora, 2666.

Gary Lavell
General Manager
Temora Shire Council,

I am writing this letter in appreciation of work done on the Trungley Rd in recent years and in particular of the section from the junction with Boginderra Rd to junction with Barmadman - Morangarell - Grenfell Rd.

This section has been widened, culverts etc also widened and a good smooth surface achieved.

I feel that congratulations should be given to all involved, engineers, plant operators and general staff.

I think that this also shows what a good shire we live and work in.

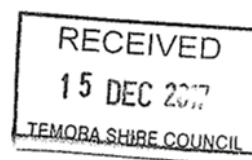
Best regards.

Gam West.

17.1 ARIAH PARK COMMUNITY PROJECTS - CHRISTMAS LIGHTS THANK YOU**File Number:** REP18/42**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Arian Park Community Projects [!\[\]\(0aff635c4179ba9e710b00f4b01d3b20_img.jpg\) !\[\]\(29658d981ebdf5edc259074cbf6110e0_img.jpg\)](#)**FIRST HEADING**

Arian Park Community Projects would like to thank Council for the \$1000 contribution towards Christmas lights for the main Street of Arian Park.

For Councils Information



Mrs Robyn Lewis
2 Common Rd.
Ariah Park.2665
10th December 2017.

Temora Shire Council.

Dear Mr Lavelle. (or whom it concerns)

On behalf of Ariah Park Community Projects we extend our appreciation to Council for providing our community with \$1,000 towards Christmas Lights for our main street.

The group delegated to the project met recently with Chris Cambell to discuss options and it was decided to focus this year on the central plaza area with plans to hopefully extend on this next year.

Some lighting has been purchased and with assistance of several volunteers have been erected. The Mens Shed have also helped us by making a very impressive Christmas Tree and we thank them.

If you require us to present receipts or documentation of our purchases please email me on address below and we will provide them.

Thank you and regards Robyn Lewis
(on behalf of the committee)

A handwritten signature in cursive script, appearing to read "Robyn Lewis".

lewis.65@bigpond.com

17.2 STEPH COOKE MP - TRAFFIC COMMITTEE**File Number:** REP18/44**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Cooke - Traffic Committee [!\[\]\(8d0f0e0fe25b320c33272c52aec1fbca_img.jpg\)](#) **FIRST HEADING**

Steph Cooke MP, is pleased that Cr Rick Firman will continue as her representative on the Traffic Committee.

For Councils Information



Steph Cooke MP

Ref: 18A127a/jl
(in reply please quote)

Cr Rick Firman OAM
Mayor
Temora Shire Council
PO Box 262
TEMORA NSW 2666
mayor@temora.nsw.gov.au

Dear Rick

I am writing to thank you for agreeing to continue to be my representative on the Temora Traffic Committee.

I know you have served proudly in this role for over 15 years and you are up to date with the issues and meeting procedures involved with this position.

Gary Lavelle GM has been informed of this appointment.

Thank you for volunteering your time and valuable experience to this committee.

Yours sincerely

A handwritten signature in blue ink that reads 'Stephanie Cooke'.

Steph Cooke MP
Member for Cootamundra

19.1.18

Young Office
140 Boorowa Street (PO Box 350)
Young NSW 2594
ph 02 6382 2399 fax 02 6382 3144

Junee Office
25 Seignior Street (PO Box 338)
Junee NSW 2663
ph 02 6924 2533 fax 02 6924 1537

email: cootamundra@parliament.nsw.gov.au



17 CONFIDENTIAL REPORTS**RESOLUTION 54/2018**

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 6:46PM:

16.1 Confidential Minutes of the Economic Development Committee Meeting held on 6 February 2018

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.

16.2 37 Tom Moon Avenue Land Acquisition Proposal

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.

16.3 Long Service Leave - Technical Services Manager

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).

16.4 Aerodrome Capital Works

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.

16.5 Polaris Street/Hoskins Street Roundabout Design Development

This matter is considered to be confidential under Section 10A(2) - di and dii 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 and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

16.6 Aerodrome Flood Damage Repair

This matter is considered to be confidential under Section 10A(2) - di and dii 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 and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

CARRIED

18 MEETING CLOSE

The Meeting closed at 8:01 PM.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 26 February 2018.

.....
GENERAL MANAGER

.....
CHAIRPERSON