



I hereby give notice that an Ordinary Meeting of Council will be held on:

**Date:** Thursday, 15 September 2022  
**Time:** 4:00PM  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **AGENDA**

**Ordinary Council Meeting**

**15 September 2022**

**Gary Lavelle**  
**General Manager**



## Order Of Business

<b>1</b>	<b>Open and Welcome .....</b>	<b>7</b>
<b>2</b>	<b>Apologies .....</b>	<b>7</b>
<b>3</b>	<b>Opening Prayer .....</b>	<b>7</b>
<b>4</b>	<b>Confirmation of Minutes .....</b>	<b>7</b>
<b>5</b>	<b>Election and Delegates .....</b>	<b>8</b>
5.1	Mayor & Deputy Mayor .....	8
5.2	Committees & Delegates - September 2022.....	9
<b>6</b>	<b>Mayoral Minutes.....</b>	<b>18</b>
	Nil	
<b>7</b>	<b>Reports from Committees .....</b>	<b>19</b>
7.1	Minutes of the Youth Advisory Committee Meeting held on 6 September 2022 .....	19
	Youth Department Update - September 2022.....	23
7.2	Minutes of the Access & Equity Committee Meeting held on 6 September 2022.....	28
	Annual General Meeting and Appointment of Committee Members.....	32
	Water hazard issues .....	33
	Community event - Braille Bombing .....	35
7.3	Minutes of the TAIC Partnership Meeting held on 6 September 2022 .....	41
	General Update .....	45
	Maintenance update .....	46
	Irrigation Discussion Document .....	50
	Proposal - Sheeppark Upgrade.....	52
	TAIC Solar.....	55
7.4	Minutes of the Assets & Operations Committee Meeting held on 6 September 2022 .....	57
	Polaris St Footpath and Level Crossing .....	61
	Ash Trees Removal .....	74
	Ariah Park Village Improved Sewerage Service Options.....	80
	Tree Removal Request .....	87
7.5	Minutes of the Economic Development and Visitations Committee Meeting held on 6 September 2022 .....	98
<b>8</b>	<b>Disclosures of Interest .....</b>	<b>104</b>
<b>9</b>	<b>Delegates Reports .....</b>	<b>104</b>
<b>10</b>	<b>Mayoral Report .....</b>	<b>105</b>

10.1	Mayors Report - August 2022 .....	105
<b>11</b>	<b>Staff Reports .....</b>	<b>109</b>
<b>12</b>	<b>General Manager.....</b>	<b>110</b>
12.1	Calendar of Events - August 2022 .....	110
12.2	Seals - September 2022.....	111
12.3	Delegations.....	112
12.4	One Organisation - The Way Forward.....	187
12.5	Disclosure of Interest Returns - September 2022 .....	219
<b>13</b>	<b>Engineering Services.....</b>	<b>251</b>
	Nil	
<b>14</b>	<b>Environmental Services .....</b>	<b>252</b>
14.1	Draft Developer Contributions Plan 2022 .....	252
<b>15</b>	<b>Administration and Finance .....</b>	<b>266</b>
15.1	Office Closure 2022 .....	266
<b>16</b>	<b>Correspondence .....</b>	<b>267</b>
16.1	Memorial Temora Town Hall Hire - NSW Health (Murrumbidgee Local Health District) .....	267
16.2	Temora Motorcycle Racing Club .....	268
16.3	Temora Christian Leaders - Carols 2022.....	270
16.4	Temora's 135th Annual Show .....	272
16.5	Lake Centenary - Wedding Request .....	274
16.6	MLHD - 2022 Dramatic Minds Festival.....	276
16.7	CWA of NSW Aria Park Branch - Totilets.....	279
<b>17</b>	<b>Notice of Motion .....</b>	<b>281</b>
	Nil	
<b>18</b>	<b>Business without Notice .....</b>	<b>281</b>
<b>19</b>	<b>Councillors Information Paper .....</b>	<b>282</b>
19.1	Road Safety Officer - August Activity Report .....	282
19.2	Works Report - August 2022 .....	285
19.3	Building Approvals - August 2022 .....	287
19.4	Regulatory Control - August 2022 .....	288
19.5	Cash & Investments - period ended 31 August 2022.....	290
19.6	Borrowings .....	294
19.7	Rates Report - August 2022.....	295
19.8	Temora Memorial Town Hall - Income & Expenditure August 2022 .....	298

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19.9	Town Hall Theatre - Operating Result August 2022.....	300
19.10	Temora Town Hall Theatre AGM & General meeting minutes 20 July 2022 .....	302
19.11	Ariah Park Mary Gilmore Festival minutes held 2 August 2022 .....	306
19.12	Temora Womens Network minutes held 8 August 2022 .....	309
19.13	Imagine Temora minutes held 9 August 2022 .....	312
19.14	Sister City AGM minutes held 16 August 2022 .....	314
19.15	Sister City meeting minutes 16 August 2022 .....	317
19.16	Heritage Committee minutes held 25 August 2022.....	322
19.17	Policy Review .....	329
<b>20</b>	<b>Confidential Reports.....</b>	<b>330</b>
20.1	Confidential Minutes of the Assets & Operations Committee Meeting held on 6 September 2022 .....	330
20.2	Confidential Minutes of the Economic Development and Visitations Committee Meeting held on 6 September 2022 .....	330
20.3	Regional Housing Strategic Planning Fund.....	330
20.4	Cleaning Contract Tender.....	330
<b>21</b>	<b>Meeting Close .....</b>	<b>331</b>



**1 OPEN AND WELCOME**

The following Public Forum requests have been received:

- NIL

**2 APOLOGIES**

**3 OPENING PRAYER**

**4 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 18 August 2022

**5 ELECTION AND DELEGATES****5.1 MAYOR & DEPUTY MAYOR**

**File Number:** REP22/990  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

At the January 2022 Council meeting the Mayor and Deputy Mayor were elected for a period of two years.

So therefore, no election will be held for the Mayor and Deputy Mayor positions.

**RECOMMENDATION**

It is recommended that the report be noted.

*Report by Gary Lavelle*



**5.2 COMMITTEES & DELEGATES - SEPTEMBER 2022**

**File Number:** REP22/980  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

It has been the practice of Council to elect representatives on Council Committees and Delegates to various organisations of Council.

The Delegate to Goldenfields Water County Council will continue to hold the position until the next election in 2024.

	<b>COMMITTEE</b>	<b>APPOINTED DELEGATE</b>
1	Environmental Liaison Committee	3 Delegates
2	Local Emergency Management Officer	Engineering Works Manager
3	Riverina Eastern Regional Organisation of Councils (REROC)	Mayor, Alternate Delegate & General Manager
4	Riverina Regional Library Service	1 Delegate, Alternate Delegate & Director of Administration & Finance
5	Bland-Temora Bushfire Zoning Liaison Committee	1 Delegate, Alternate Delegate & General Manager & Director of Administration & Finance
6	Goldenfields Water County Council**	1 Delegate **(normally 4 year term) Cr Sinclair was elected in January 2022
7	Temora Traffic Committee	1 Delegate
8	Riverina Regional Weeds Committee	1 Delegate & Director of Environmental Services
9	Lachlan Regional Transport Committee	1 Delegate
10	Riverina JO	1 Delegate, required to be the Mayor of the Council. Currently an alternate is appointed as the Mayor is independent chair

## 1. COUNCIL COMMITTEES

The Committees that require representation are as follows.

### **ASSETS & OPERATIONS COMMITTEE (meet 2:00pm on committee days – unlimited membership)**

*Council Delegate: General Manager*

**Objective:** To consider issues at a Committee level that broadly falls under the portfolio of engineering services. This would include and not be limited to roads, drainage, footpaths, plant and civil works.

### **ECONOMIC DEVELOPMENT & VISITATIONS COMMITTEE – (Unlimited membership – meet 4:30pm on committee days)**

*Council Delegate: General Manager*

**Objective:** To develop Council Economic Development Strategies and review progress against the plan.

### **ROADS HIERARCHY COMMITTEE – All Councillors**

*Council Delegate: General Manager*

**Objective:** To develop and maintain a methodology for the determination of road upgrade priorities.

### **PERFORMANCE REVIEW COMMITTEE - Mayor & Deputy Mayor & 2 Councillors**

*Council Delegate:*

**Objective:** To approve and formalize the General Manager's employment contract and conditions of employment to undertake a performance appraisal in accordance with the General Managers performance agreement. To consult with the General Manager on an appropriate succession plan for senior staff and to consult with the General Manager on all staff issues and industrial relation at a strategic level.

### **INTERNAL AUDIT COMMITTEE – Currently 4 Councillors**

*Council Delegate: General Manager*

Staff – Elizabeth Smith

The Council is required to adopt a new term of reference for an Audit and Risk Improvement Committee (ARIC). Under this model, Council representation is reduced to potentially 1 non-voting member. A report will be provided to the February meeting. It is recommended that appointment of delegates be deferred until after this report.

**Objective:** To develop an internal audit programme based on a risk assessment of all the functions of Council and to facilitate and promote improved operating procedures.

**LOCAL GOVERNMENT WEEK – Currently 2 Councillors**

*Council Delegate: General Manager*

**Objective:** To develop a program promoting Local Government Week.

**RISK MANAGEMENT COMMITTEE – Currently 1 Councillor**

*Council Delegate: General Manager*

**Objective:** To provide a safe working environment for staff, contractors, volunteers and the public that minimises the occurrence of accidents and promotes a culture of risk management best practice

**YOUTH ADVISORY COMMITTEE – Currently 2 Councillors – meet 12 midday on committee day**

*Council Delegate: General Manager*

Staff – Elizabeth Smith

**Objective:** Advise Council in relation to youth issues and promote youth events. To improve a safe, social network for the youth of Temora Shire. To collaborate with young people, schools, families and relevant organisation to create a diverse and relevant opportunities for young people that are accessible and affordable.

**SIGNAGE COMMITTEE – Currently 5 Councillors**

*Council Delegate: General Manager*

**Objective:** Make recommendations to Council in accordance with the Signage Guidelines (Policy No: PR3) in relation to navigational, temporary, promotional, directional and advertising signage to ensure signs are effective and appropriate, whilst complimenting the character and visual amenity of the area in which they are to be erected.

**2. STATUTORY COMMITTEE****CONSULTATIVE COMMITTEE (No Councillors)**

*Council Delegate: Mel Hodgkins, Graham Mackey, Kris Dunstan, Elizabeth Smith, Cathy New, Gary Lavelle, Sheree Axtell, Rob Fisher*

**Objective:** Council is required to constitute a Consultative Committee. The committee is charged with the responsibility to determine issues of an industrial nature. It should be noted that the responsibility extends to positions not individual employees.

**CODE OF CONDUCT COMMITTEE**

It is recommended that Council adopt the RERO Panel of Conduct Reviewers established by RERO.

**Objective:** The Council is required under the Code of Conduct to appoint a Code of Conduct committee. The committee must comprise of three or more persons independent of Council. Independent of Council means a person who is not an employee of the Council, has no current or

ongoing contractual relationship with Council in the nature of services, retainer or contract for the provision of goods of any kind, or is not an employee of any entity with such a contractual relationship.

**3. SUNSET COMMITTEES**

**Aerodrome Multi-Purpose Building – 3 Councillors**

**Scholarship/Career Committee – 3 Councillors**

**Floodplain Risk Management Committee – 2 Councillors**

**Street Lighting Committee – 4 Councillors**

**4. SECTION 355 COMMITTEE**

- ACCESS & EQUITY COMMITTEE**

Michael Floyd (People with Disability), Robert Jordan (Community Rep), Deb Patterson (Community Rep), Kristy Wallace, Jane Sanders

Staff - Sheree Axtell, Kris Dunstan, Elizabeth Smith, Claire Golder

**Council Delegates: *Currently 2 Councillors***

**Objective:** To advocate on behalf of people with a disability, older people and parents with infants. To promote wellbeing and a sense of belonging for the above residents by raising awareness of issues that they may face. To ensure services and facilities in the community are accessible to all residents (within reason and with regard to regional and rural limitation)

Name - New Interested Committee Members	<b>Dale Wiencke</b>
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- AERODROME USERS**

Temora Aero Club - Robert Maslin (alternate Graham Engel), Temora Gliding Club – Grant Johnson (alternate Geoff King), Temora Aviation Museum – Murray Kear & Peter Harper, Temora Airpark Estate Residents - Frank Lovell (alternate vacant),

Staff - James Durham, Rob Fisher

**Council Delegates: *Currently 2 Councillors***

**Objective:** To promote the future development of Temora Aerodrome and provide a forum for consultation with aerodrome users.

Name - New Interested Committee Members	<b>Robert Matthews</b>
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- ARIAH PARK ADVISORY COMMITTEE**

Tim Sanders - Chair, Toni Leiper, Robyn Wall, Allen Penfold, Rowan Bromfield - Secretary,

**Council Delegates: *Currently 1 Councillor***

**Objective:** To promote and maintain the facilities of Aria Park for the benefit of the community.

Name - New Interested Committee Members	<b>Anthony Moffatt</b>
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- **ARIAH PARK POOL COMMITTEE**

Toni McCormack, Chloe Tidd, Phil Davey, Allan Edis, Nathan Chalmers, Julian O'Shea, Kristin Davey, Debbie Worland

**Council Delegates:** *Currently 1 Councillor*

**Objective:** To promote optimum usage of the Aria Park Pool; to ensure co-operation between users of the facility; to ensure equitable allocation for the usage of the facility

- **AUSTRALIA DAY COMMITTEE**

Beth Firman, Taz Rundle, Dylan Engelke

**Council Delegate:** *Currently 3 Councillors*

**Objective:** To organise an appropriate event to celebrate Australia's National Day in Temora; to participate in the ambassador program and ensure that the ambassador is appropriately utilized

- **BUNDAWARRAH CENTRE MANAGEMENT COMMITTEE**

Rural Museum Reps –Robert Maslin (Chair), John Harris, Neil Martin

Men's Shed Reps – Howard Ruth

Radio Station – Ken Davis

Staff – Bill Speirs & Ann Pike

**Council Delegate:** *Currently 1 Councillors*

**Objective:** The community museum management's responsibility to maintain the rural museum on behalf of the community & the historical society; to promote heritage tourism within the shire; to facilitate restoration of local significant heritage artifacts

- **FRIENDS OF TEMORA SHIRE CEMETERIES**

Ian Preston, Meryl Graham, Darryl Sutherland, Betty Brabin, Barb Harmer, Pam Buerckner, Harold Fritsch, Rick Taylor, Pat Taylor, Bruce Firman, Mavis Cassidy, Leonie Weir, Errol Schmetzer, Wilma McCubbin

**Council Delegates:** *Currently 1 Councillor*

**Objective:** To advise Council on issues relating to the maintenance and development of Council owned cemeteries; to assist in the maintenance of Council owned cemeteries in Temora Shire Council areas.

Name - New Interested Committee Members	<b>Brian Murray</b>
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- **HERITAGE COMMITTEE**

Jason Goode (Prior to election to Council), Michael Collins, Meryl Graham, Wilma McCubbin, Ken McCubbin, Ros Hartwig, David Scobie, Rod Ballantyne, Graham Lynch

Staff – Sally Hurst, Kris Dunstan, Claire Golder, Bill Speirs

**Council Delegate:** *Currently 3 Councillors*

**Objective:** To protect and conserve areas and items of historic and landscape heritage value.

Name - New Interested Committee Members	<b>Dale Wiencke</b>
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- **IMAGINE TEMORA**

Susan Jeri, Amanda Gay, Louise Adams, Yianni Johns, Fran Cahill, Christ Watson, Scott Hayman, Rod Gray, Colette Balzer

**Council Delegate:** *Currently 2 Councillor*

**Objective:** To promote cultural diversity and to satisfy artists needs of community; to foster performing artists; to bring performances to the shire.

- **LAKE CENTENARY MANAGEMENT COMMITTEE**

Brett Cornford – President, Adam Blachut – Vice Chairperson, Amanda Blachut - Treasurer, Amber Crawford – Secretary, Simon Forsyth, Marty Moses, Brent Crawford, Mark Graham

**Council Delegates:** *Currently 1 Councillor and Alternate*

**Objective:** To encourage and foster the sport of sailing and the use of all classes of power boats and generally boating of all types and such aquatic sports as determined by the General Committee; to encourage sailing and boat races by the promotion of regattas and the giving of prizes and by any other means which may from time to time be determined by the General Committee, and to charge admission prices to any such races or regattas and to donate such proportion of the proceeds as may be determined by such Committee; to encourage all types of Aquatic Sports by Junior Members for the purposes of training efficient Senior members; To administer the rules and regulations as set down by the General committee in relation to the use of Lake Centenary and to generally promote water safety; Generally to promote fellowship among its members.

- **MARY GILMORE CULTURAL FESTIVAL COMMITTEE**

Chris Mutton - President,– Bruce Ryan Vice President, Margaret Speirs – Treasurer, Robyn Wall – Secretary, Patty Vearing, Julie Colwill, Janet Popple, Allen Penfold, Anthony Moffatt

**Council Delegate:** *1 Councillor*

**Objective:** To promote the aim of bringing the community together in social activities; to bring tourism to the shire

Name - New Interested Committee Members	<b>Anthony Moffatt</b>
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- **SISTER CITY COMMITTEE**

*Peter Speirs, Helen Speirs, Bob Brabin, Tania Botha, Henry Botha, Anne Giacomini, Fab Giacomini*

*Staff – Shontayne Ward*

**Council Delegate:** *Currently 1 Councillor & Alternate*

**Objective:** To forge closer Council and community relationships with existing sister cities and Council.

- **SPRINGDALE COMMUNITY COMMITTEE**

Les Buckley (President), Pat Thorne (Vice President), Jess Miller (Secretary), Vinnie Reid (Treasurer), John Woodley, Annie Thorne.

**Council Delegate:** *Currently 2 Councillors*

**Objective:** To promote optimum usage of the Springdale Hall including responsibility for booking of the hall; to ensure that the hall is maintained in good condition; to ensure the safety of the patrons of the hall

- **TEMORA AGRICULTURAL INNOVATION CENTRE (Partnership Committee)**

Andrew Bulkeley, 3 Farmlink Board Members

Staff – Gary Lavelle, Elizabeth Smith, Craig Sinclair

**Council Delegate:** *Currently 3 Councillors*

**Objective:** To ensure the ongoing viability of Temora Agricultural Research & Advisory Station as a facility to assist the agricultural community.

- **TEMORA & DISTRICT SPORTS COUNCIL**

Judy Gilchrist, Denise Breust, Tony Stringer, John Morton, Nominee from each Member Sporting Body

**Council Delegate:** *Currently 2 Councillors*

**Objective:** To foster, where possible, active participation of the people of the Temora and District in all forms of sport; to advise Council on matters relating to the utilisation of Council sporting facilities; to promote an annual sportsperson and junior sportsperson of the year award presented at the annual Sports Council dinner; to advise Council on capital development priorities of sporting grounds; to develop scholarship programs and provide awards or financial rewards to any person or sporting organisation; to recommend to Council the priority rating for NSW Department of Sport, Recreation and Racing sporting facilities grants; to do any other things as authorised by Council, within the power vested by the Committee from time to time in accordance with the provisions of Section 377 of the Local Government Act

- **TEMORA FIGHT THE FRUIT FLY COMMITTEE**

Mavis Cassidy (President), Kevin Pellow (Vice President), Marleen Thornberry (Secretary/Treasurer), Michael Manning (Publicity Officer), Jean Groth, Keith Cassidy, Ken Morton, Barry Neasmith, Christine Bett, Ken Davis, Rose Davis, Fay Pellow, Pat Neasmith, Horrie Mortlock, Myrtle & Roy Madden, Sue Tolley, Neil Crawford, W Thornberry

**Council Delegate:** *Kris Dunstan*

**Objective:** To create awareness amongst citizens and provide education towards the control of fruit fly in the shire.

- **TEMORA WOMEN'S NETWORK**

Catherine Thompson, Susan Jeri, Lyn Cartwright, Norma Howard, Di Scott, Jean Gunn, Sally Deep

Staff – Shontayne Ward

**Council Delegate:** *Currently 1 Councillor*

**Objective:** To provide networking and support for women in the community; provide information on women's issues for the Temora Shire Council Social plan.

- **TOWN HALL THEATRE**

Sue James, Susan Jeri, Leanne Waterson, Jan Gilchrist, Guy Piltz, Beth Firman, Trevor Player, Peter & Nita McIntyre, Andrew Lukasik, Gina Tkacz

Staff – Kris Dunstan

**Council Delegate:** *Currently 1 Councillor*

**Objective:** To provide a venue to host small movies, seminars, concerts, lectures; to provide a social outing to all residents of the Temora Shire

- **ARTS CENTRE ADVISORY**

**Council Delegate:** *Proposed 1 Councillor & Delegate – can be changed*

**Objective:** To build community support and establish a creative reputation for the facility. To increase the financial returns of the facility. To stimulate the pursuit of creative thinking, education, and outcomes at the facility.

The following is the names of people who nominated to be on the Arts Council Advisory Committee.

Name	Resident/Significant Link	Demonstrated commitment to Committee	Interest
Rebecca Drenovski	YES	YES	Interested in expanding the art community for current & future generations within the Temora & District.
Tracy Heinrich	YES	YES	TADVAC member for 5 years and current secretary – can communicate directly with ACM and members to enhance the clear lines of communication between all parties. Also interested in any other



			art groups and educating the general public.
Wendy Reardon	YES	YES	Current workshop facilitator, local artist and art tutor
Robert Brabin	YES	YES	Passionate about the advancement of all things art-y in Temora. Current President of TADVAC. Extensive background knowledge. Wide-ranging experience dealing with community and government departments.
Fay Baun	YES	YES	Professional potter; has extensive knowledge and skills to share with the community at large. Also equipment to donate.
Judy Gorton	YES	YES	Has a keen interest in the Arts and has widespread experience with community organisations.
Colette Balzer	YES	YES	Extensive background knowledge, art tutor and conduit to other creative groups.

### RECOMMENDATION

It is recommended that Council elects delegates to the Committees.

*Report by Gary Lavelle*

**6 MAYORAL MINUTES**

Nil

**7 REPORTS FROM COMMITTEES**

**7.1 MINUTES OF THE YOUTH ADVISORY COMMITTEE MEETING HELD ON 6 SEPTEMBER 2022**

**File Number:** REP22/1079

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Minutes of the Youth Advisory Committee Meeting held on 6 September 2022

**RECOMMENDATION**

It is recommended that the reports be received.

It is recommended that the reports and recommendations as presented be adopted.



**Date:** Tuesday, 6 September 2022  
**Time:** 10:00am  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **Youth Advisory Committee Meeting**

**6 September 2022**

**Order of Business**

**1 Open Meeting ..... 3**

**2 Apologies ..... 3**

**3 Disclosures of Interest ..... 3**

**4 Reports ..... 4**

    4.1 Youth Department Update - September 2022 ..... 4

**5 Close Meeting ..... 9**

**MINUTES OF TEMORA SHIRE COUNCIL  
YOUTH ADVISORY COMMITTEE MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON TUESDAY, 6 SEPTEMBER 2022 AT 10:00AM**

**PRESENT:** Cr Rick Firman (Mayor) (Chair), Cr Belinda Bushell

**IN ATTENDANCE:** Elizabeth Smith (Director of Administration & Finance), Sheree Elwin (Youth Development Officer) (Zoom)

**1 OPEN MEETING**

10:00am

**2 APOLOGIES**

Nil

**3 DISCLOSURES OF INTEREST**

Councillor/Officer	Item	Nature of Interest	How Managed
NIL			

## 4 REPORTS

### 4.1 YOUTH DEPARTMENT UPDATE - SEPTEMBER 2022

**File Number:** REP22/1025  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

#### REPORT

##### July School Holiday Workshops

###### **Homemade Cheese Workshop:**

In May 2022 Jaquelyn Murray donated a cheese making kit to the Temora Youth Team. YPC Kassi Owen started the process of making homemade feta cheese with the Hospitality Team the week prior to the cheese workshop. As it is a 24-hour process this could not be done as a part of the workshop.

On Monday the 11 July seven young people attended the Homemade Cheese Workshop, including one member of the Hospitality Team who explained her role in the cheese-making process. Participants were aged between 8 and 14 years.

Participants were given samples of the homemade feta and store-brought feta to see if they could differentiate between the two. Whilst it was obvious which one was which, the group decided the homemade cheese was much preferred.

The group then split into pairs and made a Tomato, Cucumber and Feta Salad before ending the workshop with games such as "Find the Cheese" as well as a coloring in competition.

We thank Jaquelyn Murray for her donation to the Temora Youth Team which taught the young people the pros and cons of store-brought and homemade and the processes needed for cheese-making.

###### **Canberra Youth Theatre Workshops:**

On Thursday 14 and Friday 15 July Canberra Youth Theatre held two theatre workshops at Platform Y.

Thursday focused on ages 8 to 12 and we had eighteen young people participate. The mentors from Canberra Youth Theatre played theatre and drama-based games with the young people as well as some beginners skills for those interested in theatre focused careers. The workshop finished with the group being divided into smaller groups and rehearsing and putting on a small play.

Friday was dedicated to ages 13 to 18 years, and we had seven young people participate. The older group were shown more in-depth theatre techniques. This group were also given the opportunity to go through their drama/theatre-based school assessments with the mentors.

At the end of each workshop YPC Kassi Owen promoted the Platform Y weekly Culture and Performing Arts workshops and gave out membership forms for those interested. We would like to acknowledge the extremely beneficial work the Canberra Youth Theatre mentors did with the

group. YPC Kassi Owen discussed some more in-depth workshops that may be held in the future holidays for the older age group.

This workshop was funded by the Winter School Holiday Break grant.

### **Term 3 Workshops Attendance**

We have seen a massive rise in Temora Youth members in Term 3 with over 40 young people now accessing Platform Y per week.

Leadership Team - 7 members

Green Team - 3 members

Young Entrepreneurs - 5 members

Y Jam - 2 members

Culture and Performing Arts - 14 members

Hospitality - 18 members

Gaming - 8 members

Culture and Performing Arts have come from not having enough members to run in Term 2 to now having the most consistent number of members each week. This spike can be attributed to the Canberra Youth Theatre workshops in the July school holidays with many of those participants now joining us weekly.

### **Canberra Careers Expo**

On Thursday 18 August Temora Shire Council funded a bus to take 37 young people from Temora High School to the Canberra Careers Expo at Exhibition Park in Canberra. St Annes School had to withdraw from this event at the start of the term due to the implementation of COVID guidelines for external excursions for Catholic schools. Aria Park Central School did not attend. This program is funded by Council to expose our isolated young people to the wide range of career opportunities that are available to them. YPC Kassi Owen and YDO Sheree Elwin attended this event and believe it was extremely beneficial for the young people that attended.

### **Bradley Park Upgrade Consultants Visit to Platform Y:**

On Wednesday 24 August four consultants came to Platform Y to share the upgrade plans of Bradley Park with the young people. Each of the 21 young people had the chance to share their opinions on what they would like to see included in the upgrade. The consultation process helped the young people feel valued and they appreciated the opportunity to have input in this project.

### **Temora Youth Go UP&UP**

The Youth Department applied and were approved for an \$8,331 Children and Young People Wellbeing Recovery initiative grant by NSW Government.

The two-day program will have participants writing and recording one original song, with the theme chosen by the participants as one that is important to them. This program was chosen as it encourages the young people to have a voice and build confidence in a group setting.

The organization UP&UP is from Newcastle and they will provide all sound and recording equipment as well as a professionally produced music clip at the end of the program.

This program will run on Thursday 6 and Friday 7 October 2022.



### **T-Light**

On Saturday 27 August the Temora Youth Team held a food stall at the T-Light event at Lake Centenary. The Team of 11 volunteers sold hot beverages, roast pork and gravy rolls, pumpkin soup and cold drinks from 3pm until 8pm. The Team was also involved in the setup from 2pm to 3pm and the closing down from 8pm-10pm.

The young people were responsible for customer service, cash handling, food handling and coffee making. The skills will help the young people to gain employment in the future.

This event was extremely successful for the Team, and it is estimated that Platform Y will have made a considerable profit which will be put towards cost of the coffee machine. The Team hopes to be involved in this event in future years, as it builds skills in customer service and teamwork.

### **Letter of support for Temora Shire Council - Business Case and Strategy Development Fund**

YDO wrote a letter of support on behalf of the Youth Team for the the application by Temora Shire Council for funding under the Business Case and Strategy Development Fund, seeking to develop a master plan for the Temora Railway precinct. The proposed Temora Railway Precinct master plan will enable our young people to build on existing programs and explore new opportunities.

The increased foot traffic brought about by a revitalised railway precinct would enable our young entrepreneurs to host a market event at Platform Y, including a larger scale Platform Y Café (Hospitality Team). This would also allow other youth teams to be involved in this program, in the form of children's entertainment (CAPA team) and live performances (Y Jam). These opportunities ensure our young people feel connected and valued by their community.

The inclusion of a cool zone with the master plan design will allow our Green Team (environmental group) to be more practically engaged with planning for the impacts of climate change.

### **Food Rescue**

EDO was contacted by the Woolworths Temora manager to be involved in "Food Rescue". Food Rescue is available for not-for-profit groups and a designated person from the group can come and pick up any food not fit for sale e.g. damaged packaging, small imperfections etc. EDO then contacted the YPC to see if this program would be beneficial for the Temora Youth Group. YPC met with the Woolworths manager and started Food Rescue in early August. This program not only saves the Youth Group money each week but aligns with the Teams values of sustainability and reducing food waste.

### **Youth Programs Promotion**

YDO and YPC have done an interview on separate occasions with Shri Rajen from Region Riverina to promote the upcoming UP&UP program and the YOUth-Made markets. This is great publicity for youth programs in Temora. Links to these articles will be shared on the Temora Youth page when received.

### **School visits**

YDO and YPO shared the duties of visiting our five local schools at the start of Term 3, promoting the programs at Platform Y. The visits also enabled us to highlight upcoming special programs, namely the YOUth Made Market program and the TAKE THE LEAD Leadership program. Regular school visits are an important part of community engagement for YDO and YPO.

### **YOUth made Market**

Workshops for the 2022 YOUth Made Market commenced Tuesday 23<sup>rd</sup> August at Platform Y. We have ten young applicants for this round of workshops, selling everything from tasty treats to fire starters. The YOUth Made market will be held in the courtyard area of the Fed and Bed on Saturday 15 October.

### **TAKE THE LEAD Youth Leadership program**

Six young leaders met at Platform Y for the first 'meet and greet' workshop on Monday 29<sup>th</sup> August. We are excited to be launching this program, which aims to raise the aspirations young people in our community aged 15 to 20 years to be the next generation leaders, funded by DCJ Youth Opportunities Grant. An official launch is to be held at the Temora Town Hall foyer on Friday 9 September from 5pm until 6pm, with local community leaders presenting their understanding of leadership, its rewards and challenges. The YDO will be assisted in the delivery of this program by Ruth Sinclair, People and Culture Consultant and Leadership Coach. Presenters for workshops throughout the program include:

**Megan Fritsch** Founder *SportConnect*; **President of the Career Industry Council of Australia (CICA)**  
**Peita Vincent** - Communications professional; Founder *Frank and Ernest* communications and marketing

**Craig Sinclair** - TSC Economic Development Manager

**Mel Gallagher** - Business owner and TBEG Chairperson

**Cindy Cassidy** - Director, SNSW Drought Innovation Hub CSU

**Josh McCrone** - former professional athlete; TRLFC First Grade coach; local electrician

**Kim Sandgren** - Inspired Health and Prosperity

The program will culminate with a Graduation Dinner on Saturday 22<sup>nd</sup> October.

### **Temora Youth Careers Network (TYCN)**

TYCN met on Thursday 25<sup>th</sup> August, with the YDO, EDM and EDO in attendance. We were joined by Regional Development Australia Project Officer Marg Couch, who outlined the range of programs and opportunities available for our young people. Stacey Suidgeest from Regional Industry Education Partnerships joined via zoom and gave a rundown of the recent Try a Trade Day held in Wagga. Stacey offered to share her expertise as we prepare for the Temora Jobs Expo on 22 October. The TYCN currently meets monthly to explore ideas about how best to meet the needs of our future workforce.

### **COMMITTEE RESOLUTION 18/2022**

Moved: Cr Belinda Bushell

Seconded: Cr Rick Firman

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

**CARRIED**

***Report by Sheree Elwin & Kassi Owen***

**5 CLOSE MEETING**

The Meeting closed at 10:27am.

This is the minutes of the Youth Advisory Committee meeting held on Tuesday 6 September 2022.

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**GENERAL MANAGER**

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**CHAIRMAN**

**7.2 MINUTES OF THE ACCESS & EQUITY COMMITTEE MEETING HELD ON 6 SEPTEMBER 2022**

**File Number:** REP22/1086

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Minutes of the Access & Equity Committee Meeting held on 6 September 2022

**RECOMMENDATION**

It is recommended that the reports be received.

It is recommended that the reports and recommendations as presented be adopted.



**Date:** Tuesday, 6 September 2022  
**Time:** 11:00AM  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

**Access & Equity Committee Meeting**

**6 September 2022**

**Order of Business**

**1 Open Meeting ..... 3**

**2 Apologies ..... 3**

**3 Disclosures of Interest ..... 3**

**4 Reports ..... 4**

    4.1 Annual General Meeting and Appointment of Committee Members..... 4

    4.2 Water hazard issues ..... 5

    4.3 Community event - Braille Bombing ..... 7

**5 Close Meeting ..... 11**

**MINUTES OF TEMORA SHIRE COUNCIL  
ACCESS & EQUITY COMMITTEE MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON TUESDAY, 6 SEPTEMBER 2022 AT 11:00AM**

**PRESENT:** Temora Community Centre Deb Patterson, Cr Belinda Bushell, Engineering Asset Manager Rob Fisher, Cr Anthony Irvine (Observer), Craig Warne (Observer)

**IN ATTENDANCE:** Kris Dunstan (Director of Environmental Services), Claire Golder (Town Planner), Elizabeth Smith (Director of Administration & Finance)

**1 OPEN MEETING**

11:00am

**2 APOLOGIES**

**COMMITTEE RESOLUTION 12/2022**

Moved: Cr Belinda Bushell

Seconded: Temora Community Centre Deb Patterson

That apologies from Community Rep Jane Sanders, Cr Claire McLaren and Community Representative Kristy Wallace, Mr Dale Wiencke be received and accepted.

**CARRIED**

**3 DISCLOSURES OF INTEREST**

Councillor/Officer	Item	Nature of Interest	How Managed
NIL			

**4 REPORTS****4.1 ANNUAL GENERAL MEETING AND APPOINTMENT OF COMMITTEE MEMBERS**

**File Number:** REP22/1044  
**Author:** Town Planner  
**Authoriser:** Director of Environmental Services  
**Attachments:** Nil

**REPORT**

At the June Access and Equity Committee Meeting, the Committee was notified of the intention to hold an AGM and confirm its membership at its next meeting.

At the meeting, the Committee resolved to recommend to Council that the following wish to continue on the Committee; Kris Dunstan, Claire Golder, Belinda Bushell, Robert Jordan, Debra Patterson.

The Committee is required to hold an AGM to formally appoint these members to the Committee.

Council advertised for Expressions of interest for s355 Committees and received one new application in Mr Dale Wiencke & Mrs Jane Sanders for the Access & Equity Committee.

**COMMITTEE RESOLUTION 13/2022**

Moved: Cr Belinda Bushell  
Seconded: Temora Community Centre Deb Patterson

That the Committee resolved to recommend to Council to appoint the following members to its Committee, Kris Dunstan, Dale Wiencke, Jane Sanders, Cr Claire McLaren, Claire Golder, Cr Belinda Bushell, Robert Jordan, Debra Patterson.

**CARRIED****COMMITTEE RESOLUTION 14/2022**

Moved: Cr Belinda Bushell  
Seconded: Temora Community Centre Deb Patterson

That the Committee resolved to recommend to Council that the position of Chair is Kris Dunstan and Secretary Claire Golder.

**CARRIED**

*Report by Claire Golder*



**4.2 WATER HAZARD ISSUES**

**File Number:** REP22/1000  
**Author:** Town Planner  
**Authoriser:** Director of Environmental Services  
**Attachments:** 1. Aria Park water hazard email

**REPORT**

With many months of high rainfall, Council has been advised of situations where there are water hazard issues affecting pedestrians and those using mobility devices. One issue brought to Council's attention is:

There is a request for ramps in Coolamon Street, Aria Park due to water reaching up to and above gutter level during heavy rainfall, which impacts upon people accessing their vehicles, shops and residences in Coolamon Street. Refer to attached correspondence.

**Discussion**

The suggestions put forward as possible solutions to these issues are:

- Suggest four ramps are needed, one on the west side near supermarket and hairdresser - and two on the east side - one near cafe and one near hotel, and one on front of The Peppers.
- Suggest that the ramps are portable ramps, similar to the Bundawarra Centre, with possible contributions through community fundraising.

Council's Engineers have concerns about this approach, due to the infrastructure that would be needed being very heavy and bulky.

The ideal solution would involve the installation of underground drainage however this would involve significant disruption to recently upgraded footpaths and would be estimated to cost more than \$100,000.

**COMMITTEE RESOLUTION 15/2022**

Moved: Cr Belinda Bushell  
Seconded: Temora Community Centre Deb Patterson

That the Committee resolved to recommend to Council to take no action at this time and refer the issue to the Aria Park Flood Plain Risk Management Plan.

**CARRIED**

*Report by Claire Golder*

**Claire Golder**

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**From:** Claire Golder  
**Sent:** Monday, 29 August 2022 12:17 PM  
**To:** Claire Golder  
**Subject:** FW: Aria Park water hazard

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**From:**  
**Sent:** Thursday, 4 August 2022 3:15 PM  
**To:** Temora Shire Council <[temshire@temora.nsw.gov.au](mailto:temshire@temora.nsw.gov.au)>  
**Subject:** Aria Park water hazard

Hi. I'm a resident of Aria Park. I feel the need to let Council know that every time it rains the Main Street becomes a hazard. The gutters flood and it becomes impossible to cross them. Today I was at the hairdressers and witnessed several elderly residents from The Peppers struggle to make it back to their residence. It's an inconvenience for most people...for the elderly or disabled, it's a hazard. The Main Street needs ramps...at least one on each side, for safety and access.

Thank you.



**4.3 COMMUNITY EVENT - BRAILLE BOMBING**

**File Number:** REP22/1032  
**Author:** Town Planner  
**Authoriser:** Director of Environmental Services  
**Attachments:** 1. Braille Bombing Temora information

**REPORT**

Council officers have previously been advised on a planned event, known as 'Braille Bombing'. This event provides the opportunity for participants to learn about vision impairment and braille, as well as creating some braille stickers to label street signs and community buildings in Temora.

Additional information is provided in the grant request, which has been successful to receive funding by the Murrumbidgee Local Health District.

The planned event date is Saturday 22 October 2022.

The applicant is seeking advice from the Committee regarding which signage and Council buildings that Council would support adding a braille label.

**COMMITTEE RESOLUTION 16/2022**

Moved: Temora Community Centre Deb Patterson

Seconded: Cr Belinda Bushell

That the Committee resolved to recommend to Council to:

1. Support the event as a trial
2. Focus on community buildings and transport facilities
3. Write and thank the correspondent for bringing this to the Committee's attention.

**CARRIED**

*Report by Claire Golder*

## Braille Bombing Temora



**Aim:** The purpose of this grant application is to promote social cohesion and connectedness and raise awareness about vision impaired, disability and inclusion in our local Temora community.

**What:**

We would like to host a full day event where members of our local community come together to learn about vision impairment and blindness. Through an interactive workshop, they will learn about what life is like with a vision impairment and what we can do to ensure we are inclusive of people with this disability in our community.

**When:** One day workshop to be held at a time convenient to braille specialist donating their time and expertise.

**Activity:**

During this day participants will have the opportunity to learn braille and create some braille stickers which will then be put up throughout the township of Temora, "Braille Bombing".

This could include labelling street signs, public spaces, phone boxes, some shops who would like to participate. The aim being to promote inclusion for locals with vision impairments but also bring awareness within the community for those with sight to look and question the braille labels and seek to learn more. There are many people in Temora with an elderly family member with vision loss as well as local children with such a disability who attend schools in our town. As such we believe it would be a well received and beneficial event.

**Consultation:** In preparation for this event we have collaborated with:

- Leona Holloway from the Australian Braille Association who hosted a similar event in Melbourne only weeks ago.
- Claire Golder from Temora Shire Council Access and Equity Committee who has given full council support to this event
- Temora Business Enterprise Group (TBEG) to promote the opportunity to have braille labelling placed outside their store.
- Lynette Wilson Assistant Principal Specialist Vision Teachers from Department of Education
- Sharon Hope Specialist Vision Teacher Catholic Education NSW

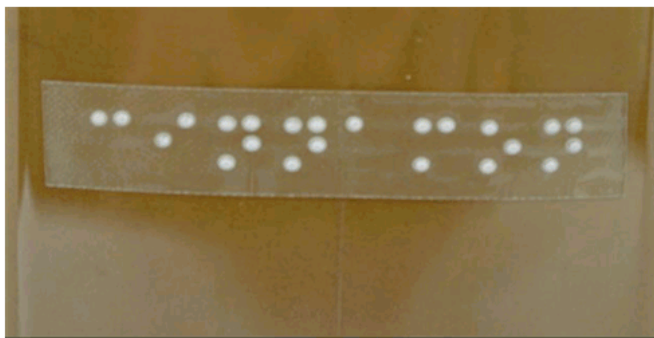
*Disclosure: My son Paddy is blind and while this event does not fall within my usual 'Inspired Youth' business, I am passionate about promoting advocacy for people with disability in our community. Please note that all experts are donating their time for free and we seek to only cover consumable costs and nourish participants.*

**So what next!**

We would like the Access and Equity Committee to confirm that they are happy for us to select local street signs to put labels on (the braille will go on the pole at a specified height not the actual sign) and propose any venues they think could benefit from having a label out front. Eg the Council Chambers, the Town Hall, Rural Museum etc.

It would also be great if any members of the Committee would like to join us on the day to learn some Braille and assist with labelling. I will begin advertising the event shortly.

Please see below a copy of the label. It is clear and just over 1cm high, the length will obviously depend on the word being typed. We plan to also place a fluoro sticker no bigger than a 50c piece next to this to draw attention and enable a sighted person to direct someone with a vision impairment to the braille.



Thank you for your assistance and support!  
Kristy Wallace

**1. CLAIRE GOLDER**

Received an email from Jane Sanders regarding the disabled access to Youth Hall at Aria Park – Needs design by Council for Access.

**COMMITTEE RESOLUTION 17/2022**

Moved: Cr Belinda Bushell

Seconded: Temora Community Centre Deb Patterson

The Committee resolved to recommend to Council to prepare a design and obtain a cost estimate for the works and report this to the next Access & Equity committee meeting.

**CARRIED**

**2. ENGINEERING ASSET MANAGER**

Access to the post office at Aria Park – Design is done and needs costings. Will bring a report to next Access & Equity committee meeting.

Need for tactile markers in Hoskins Street, Medical Centre, Recreation Centre, Library. Tactile markers are needed at the entrance to St Anne's School.

**COMMITTEE RESOLUTION 18/2022**

Moved: Cr Belinda Bushell

Seconded: Temora Community Centre Deb Patterson

The Committee resolved to recommend to Council to reach out to Consultant to get a quote to advise on the installation of tactile markers and bring a report back to the next Access & Equity committee meeting.

**CARRIED**

**3. CR IRVINE**

Enquired about a progress report on improving accessibility at SWSCU, Dentist, Optometrist, Laundry.

***Director of Environmental Services to follow up with landowners.***

**4. CRAIG WARNE**

Community Centre access is a problem – access is via laneway.

Prepare design for improving access and obtain costing to improve the heating and cooling at the Temora Community Centre. Investigate applying for funding under Stronger Country Communities Round 5. Kris Dunstan and Claire Golder to assist Debra Patterson.

Next meeting – 3 months – Date to be advised.

**5 CLOSE MEETING**

The Meeting closed at 11:45am.

This is the minutes of the Access & Equity Committee meeting held on Tuesday 6 September 2022.

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**GENERAL MANAGER**

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**CHAIRMAN**



**7.3 MINUTES OF THE TAIC PARTNERSHIP MEETING HELD ON 6 SEPTEMBER 2022**

**File Number:** REP22/1082

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Minutes of the TAIC Partnership Meeting held on 6 September 2022

**RECOMMENDATION**

It is recommended that the reports be received.

It is recommended that the reports and recommendations as presented be adopted.



**Date:** Tuesday, 6 September 2022  
**Time:** 12:00pm  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **TAIC Partnership Meeting**

**6 September 2022**

**Order of Business**

<b>1</b>	<b>Open Meeting .....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Disclosures of Interest .....</b>	<b>3</b>
<b>4</b>	<b>Reports .....</b>	<b>4</b>
4.1	General Update .....	4
4.2	Maintenance update .....	5
4.3	Irrigation Discussion Document .....	9
4.4	Proposal - Sheeppark Upgrade.....	11
4.5	TAIC Solar.....	14
<b>5</b>	<b>Close Meeting .....</b>	<b>15</b>

**MINUTES OF TEMORA SHIRE COUNCIL  
TAIC PARTNERSHIP MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON TUESDAY, 6 SEPTEMBER 2022 AT 12:00PM**

**PRESENT:** Farmlink Andrew Bulkeley, Farmlink Col McCrone, Cr Nigel Judd (Chair), Cr Jason Goode (arrived at 12:17pm), Cr Anthony Irvine (Observer), Cr Rick Firman

**IN ATTENDANCE:** Elizabeth Smith (Director of Administration & Finance), Craig Sinclair (Economic Development Manager), Rob Fisher (Engineering Asset Manager)

**1 OPEN MEETING**

12:00pm

**2 APOLOGIES**

**COMMITTEE RESOLUTION 4/2022**

Moved: Farmlink Andrew Bulkeley

Seconded: Cr Nigel Judd

That apologies from Cr Graham Sinclair and Farmlink Rob McColl be received and accepted.

**CARRIED**

**3 DISCLOSURES OF INTEREST**

Councillor/Officer	Item	Nature of Interest	How Managed
NIL			

**4 REPORTS****4.1 GENERAL UPDATE**

**File Number:** REP22/1034  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

**REPORT**

The challenging seasonal conditions have impacted research trials and cropping operations. One third of the ground was not planted due to waterlogging. Two of our trials needed to be re-planted. The first drop of Aussie Whites occurred in Q2 2022. The ewes will be joined again from the 1<sup>st</sup> October. A proposal for investment in the sheepyards is included as separate reports.

New signage for TAIC is in the process of being completed. This will reinforce the partnership between TSC and FarmLink. A large sign will be erected at the entrance on the Barmedman Road and at the Trungley Hall Road entrance.

FarmLink Open Day is scheduled for the 9<sup>th</sup> September at TAIC. This will be the first year that the event is free (food is to be purchased) and we are hoping to attract the broader community to come along to gain an insight into FarmLink's activities. The day will include farm walks to view the trial sites, presentations on our research and a hub of stalls for our partners and other community and commercial businesses.

Local Land Services will be securing a licence to occupy the larger offices (adjacent to Shed 2) for 4 years. In doing so they will be expanding their team to include two veterinarians. Contracts are underway.

HiveIQ a business involved in the design and production of innovative beehives is currently licencing two of the sheds for storage of equipment. Their business has outgrown their facilities in Canberra and they are examining expansion options.

As part of our Community Engagement Strategy, FarmLink is proposing an event on the 21<sup>st</sup> October between TSC Councillors and the FarmLink Board. This is a 'meet and greet' opportunity. We will be inviting Michael Sinclair, representatives from Headlands Whiskey and Graham Gilmore from Tattykeel Aussie White Sheep to present their stories of growth.

**COMMITTEE RESOLUTION 5/2022**

Moved: Farmlink Andrew Bulkeley

Seconded: Cr Rick Firman

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

**CARRIED**

*Report by Andrew Bulkeley*

**4.2 MAINTENANCE UPDATE**

**File Number:** REP22/1035  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** 1. Maintenance Update

**REPORT**

An update on maintenance activities is included in the attachment.

Jason Goode arrived at 12:17PM.

**COMMITTEE RESOLUTION 6/2022**

Moved: Cr Jason Goode  
Seconded: Farmlink Andrew Bulkeley


That the Committee resolved to recommend to Council to note the report  
AND FURTHER

That the septic system be fixed at a cost of \$12,000 and that Council Officers investigate requirements to repair/replace chemical wastewater pond liner.

**CARRIED**

*Report by Andrew Bulkeley*

**TAIC Maintenance Schedule – Effective 1<sup>st</sup> September 2022**

Item	Image	Issue	Requirement	Status
1	 <p>Septic System on the Trefle Shed</p>	<p>The current positioning and design of the system results in it filling with water during and after heavy rain resulting in the bathrooms in the Trefle Shed unusable and requiring the system to be pumped out.</p>	<p>Council have created a channel from the system to the nearest drainage line in order to facilitate waterflow away from the system during periods of heavy rain.</p>	<p>Monitoring – issue always arises after heavy rainfall. Farm Link has purchased a pump to use during the wet season so toilets can be used. We have received a quote from Dean Guymier Plumbing to upgrade the system for \$12,000 plus GST.</p>
2	 <p>Drainage at rear of DOW Shed</p>	<p>Due to a lack of suitable spoon drains, during periods of heavy rain, water inundates the skillion and main Dow Shed.</p>	<p>Grading of the area is required to ensure water flows away from the buildings.</p>	<p>Have requested 2 x loads of gravel to be delivered and the Farm Link Farm Manager will spread this when it dries out. Following subsequent rain, we will determine grading requirements.</p>
3	 <p>Chemical Wastewater Pond Liner</p>	<p>The Evaporation Pond is designed to capture wastewater from chemical rigs. The existing liner is perished in sections allowing wastewater to permeate the soil when overflowing in periods of heavy or consistent rain.</p>	<p>Repair or replace liner.</p>	<p>No action to date, TSC Engineering Dept to look at what is required to address the problem.</p>
4	 <p>General Building Gutter and Downpipe Maintenance</p>	<p>Evidence of water damage in Workshed 2 and gutters often full of leaves and leaking in sections.</p>	<p>Regular inspection and gutter cleaning required. Some gutters likely to need to be replaced.</p>	<p>Gutters cleaned in Q4 2021 with no issues noted since. Inspection by plumber arranged and awaiting feedback from his assessment.</p>
5	 <p>Ceiling in Admin Building Unisex Toilet</p>	<p>Section of ceiling has become detached from battens and dropped.</p>	<p>Refasten ceiling to batten.</p>	<p>Quotes being sought for repair. Still awaiting on building quote.</p>

<p>6</p>	<p>Box Guttering on Administration Buildings</p> 	<p>During and after heavy rain, excessive water leaks onto a main pedestrian point creating a slip hazard.</p>	<p>Repair or re-design required.</p>	<p>Plumber assessed the box drain and will speak to Council. Have received no feedback from Council.</p>
<p>7</p>	<p>Trefle Shed Roller Door</p> 	<p>The door at the northern end of the shed is at time non-functional.</p>	<p>Requires repair or re-design.</p>	<p>The door has been repaired.</p>
<p>8</p>	<p>De-hydrator in Workshed 2</p> 	<p>Redundant unit previously used by NSW DPI. It appears to contain asbestos and is limiting Farm Link's expansion of the work area.</p>	<p>Requires removal.</p>	<p>Farm Link has cleaned the shed area to allow access for removal of the unit. Awaiting TSC to inspect and remove.</p>
<p>9</p>	<p>Corrugated Roofing on Hayshed</p>	<p>Two pieces of iron unfastened to roof.</p>	<p>Re-fastening of iron to roof.</p>	<p>Farm Link Farm Manager has secured the loose iron.</p>
<p>10</p>	<p>Redundant Toilet &amp; Shower Facilities</p> 	<p>Unusable and hazardous building.</p>	<p>Requires inspection and quoting to determine cost of removal or otherwise.</p>	<p>Has been closed to all general use. An asbestos removal company has assessed the building to determine the next steps. Dean Guymor has inspected the building and advised that the use of a specific paint on the walls will alleviate the risk. The paint has been applied and the facility will be used as a back up.</p>



11	Pest Management Review	In late 2022 House Maintenance undertook an inspection of buildings and sheds across the TAIC. As there was evidence of termite damage on some buildings it was recommended that a further Pest Inspection be undertaken to ensure no ongoing activity or risk to building integrity.	Pest inspection has been arranged.	Completed. No further actions.
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**Maintenance Fund Update**

As part of the TAIC Licence Management Agreement, there is a \$20,000 funding allocation to maintenance of the site and facilities per annum.

As at the 1<sup>st</sup> September 2022 \$32,630 is available until the next anniversary date of 1<sup>st</sup> August 2023.

Andrew Bulkeley

FarmLink

1<sup>st</sup> September 2022

### 4.3 IRRIGATION DISCUSSION DOCUMENT

**File Number:** REP22/1038  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

#### Background

Under the licence agreement with TSC, FarmLink (FL) are able to utilise a minimum of 30ML of irrigation water per annum sourced from the water recycling plant on Trungley Hall Road and stored in the dam on TAIC. This water is charged at \$1,200 per ML with 100% of revenue passed onto TSC.

The security of irrigation water has enabled FL to attract 3<sup>rd</sup> Parties to undertake research trials in a confined area of the TAIC. Whilst these trial crops are not classified as irrigated, in dry years the water has been used by 3<sup>rd</sup> parties and FL to ensure sufficient soil moisture to germinate crops and in some cases keep them alive. Given the winter dominant nature of these trial crops the usage of water will only ever be low.

Between 2019 and today the average usage of water per annum has been 6 ML, well below the available allowance by TSC.

#### Proposal

There is an opportunity for FL to increase the water utilisation through partnering with commercial firms to undertake further trials, experimental crops and seed replication activities through the summer period. An example of this was the production of a 2 ha sorghum crop earlier in 2022 with Advanta Seeds.

The challenge in FL seeking to expand into summer crop trials, is the high cost of the recycled water available at TAIC. Potential partners can undertake trials in other locations and access water from the temporary market for less than half the cost. Whilst the cost of water on the temporary market will fluctuate it has to our knowledge never reached the levels currently charged by TSC.

If TSC would like to increase the utilisation of the ongoing water allocation available at TAIC, FarmLink proposes the following changes to the water pricing.

1. The introduction of an annual licence fee (equivalent to what is used for growers on the Lachlan and Murrumbidgee Rivers) payable by FL to TSC annually.
2. The charge out rate for the recycled water consumed to be equivalent to the market rate for temporary water (Murrumbidgee and Lachlan), reviewed and adjusted 6 monthly. The charge out rate for existing and new 3<sup>rd</sup> Parties growing winter crops would remain at the existing rate.

This proposal is for further discussion and consideration by the s355 Committee and Council.

#### COMMITTEE RESOLUTION 7/2022

Moved: Cr Rick Firman  
Seconded: Cr Jason Goode

That the Committee resolved to recommend to Council that Council officers prepare a proposal on providing low-cost water with involvement of the Chair of the Committee.

**CARRIED**

*Report by Andrew Bulkeley*

#### 4.4 PROPOSAL - SHEEPYARD UPGRADE

**File Number:** REP22/1037  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

#### REPORT

### Background

FarmLink Research utilises the Temora Agricultural Innovations Centre (TAIC) to conduct relevant research, development and extension (RD&E) projects for our 800 members. Due to the size and mix of our membership base, we seek to service many different farming enterprises, both within the cropping and mixed farming space. In recent years we have observed an increasing presence of livestock enterprises across our membership footprint. As a consequence, we determined the need to expand our RD&E offering to include livestock for our members. As a first step, in late 2021 the FarmLink Board approved the purchase of 200 head of Australian White Ewes. During the same period we applied for a government grant to support the upgrade of the existing sheep handling infrastructure at TAIC. This was unsuccessful.

Since the beginning of 2022, through regular sheep handling activities, we have determined that the existing yards and equipment are simply not adequate. It is unsafe for the sheep and handlers. The propensity for Australian Whites to jump, exacerbates this issue.

### Proposal

FarmLink are seeking the endorsement from the s355 Committee to progress an investment into new sheepyards and handling equipment for TAIC. Refer to Figure 1. Aerial view of site. The proposal includes:

1. The retention and upgrade of four existing holding yards using rubber strips.
2. The construction of a new set of sheep yards (approximately 25 x 20m) adjacent to the holding yards on a pad that utilises a combination of road base and concrete.
3. The construction of a skillion roof over the main sheepyard working area.

In addition to providing a safe and efficient facility for managing our sheep, this investment will become a centre-piece to undertake RD&E. In conjunction with our Partners, it will be used regularly to demonstrate the latest equipment, technology and innovation available to farmers.

### Funding

FarmLink is proposing the following allocation of costs:

	Item	Budget Estimate (\$)	Funding Source
1	Upgrade to existing holding yards	2,500	TSC/FL Maintenance Fund
2(a)	Creation of sheeyards base pad and concreting	5,000	TSC/FL Maintenance Fund
	Creation of sheeyards base pad and concreting	5,000	FarmLink
2(b)	Purchase and construction of new sheeyards and handling equipment.	40,000	FarmLink
3	Purchase and construction of skillion roof over sheeyards.	15,000	FarmLink



Figure 1. Drone Image of TAIC sheep yards and shearing shed. The red rectangle represents the area on which the new sheep yards are to be built. The blue rectangle represents the area within the existing yards for which the panels will be raised.

**Timeline**

The broad timeline for purchase and construction is estimated to run from November 2022 through to March 2023.

Cr Rick Firman left the meeting at 12:35pm.

**COMMITTEE RESOLUTION 8/2022**

Moved: Cr Jason Goode

Seconded: Farmlink Andrew Bulkeley

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

**CARRIED**

*Report by Andrew Bulkeley*

**4.5 TAIC SOLAR**

**File Number:** REP22/1026  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

**REPORT**

Council officers have sent a request to three companies for a proposal in relation to solar at TAIC. The final location of the panels will be subject to site visits which will likely occur in the next week or so. Ideally the panels will be north facing with the size of the system hopefully around 25kw depending on pricing. Council's budget includes \$30,000 for the installation of solar at TAIC.

**COMMITTEE RESOLUTION 9/2022**

Moved: Cr Jason Goode  
Seconded: Farmlink Andrew Bulkeley

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

**CARRIED**

***Report by Elizabeth Smith*****1. ECONOMIC DEVELOPMENT MANAGER**

Presentation at the Temora High School & Beyond, Mr Dan Reid Acting General Manager of Grain Growers, is going to commence work for a start-up business, involved in new technology that claims to draw carbon from the atmosphere and return it to the soil through crops. May be worthwhile Farmlink touching base with Dan Reid.

**2. ENGINEERING ASSET MANAGER**

Continuing to monitor water leaks/usage at TAIC.

**5 CLOSE MEETING**

The Meeting closed at 12:56pm.

This is the minutes of the TAIC Partnership meeting held on Tuesday 6 September 2022.

.....

**GENERAL MANAGER**

.....

**CHAIRMAN**



**7.4 MINUTES OF THE ASSETS & OPERATIONS COMMITTEE MEETING HELD ON 6 SEPTEMBER 2022**

**File Number:** REP22/1087

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Minutes of the Assets & Operations Committee Meeting held on 6 September 2022

**RECOMMENDATION**

It is recommended that the reports be received.

It is recommended that the reports and recommendations as presented be adopted.



**Date:** Tuesday, 6 September 2022  
**Time:** 2:00PM  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **Assets & Operations Committee Meeting**

**6 September 2022**

**Order of Business**

**1 Open Meeting ..... 3**

**2 Apologies ..... 3**

**3 Disclosures of Interest ..... 3**

**4 Reports ..... 4**

    4.1 Polaris St Footpath and Level Crossing ..... 4

    4.2 Ash Trees Removal ..... 17

    4.3 Aria Park Village Improved Sewerage Service Options ..... 23

    4.4 Tree Removal Request ..... 30

**5 Confidential Reports..... 38**

**6 Close Meeting ..... 40**

**MINUTES OF TEMORA SHIRE COUNCIL  
ASSETS & OPERATIONS COMMITTEE MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON TUESDAY, 6 SEPTEMBER 2022 AT 2:00PM**

**PRESENT:** Cr Rick Firman (Mayor)(Chair), Cr Nigel Judd, Cr Claire McLaren, Cr Max Oliver, Cr Belinda Bushell, Cr Jason Goode, Cr Anthony Irvine

**IN ATTENDANCE:** Gary Lavelle (General Manager), Rob Fisher (Engineering Asset Manager), Kris Dunstan (Director of Environmental Services), Elizabeth Smith (Director of Administration & Finance), Alex Dahlenburg (Engineering Works Manager)

**1 OPEN MEETING**

2:00pm

**2 APOLOGIES**

**COMMITTEE RESOLUTION 98/2022**

Moved: Cr Max Oliver

Seconded: Cr Jason Goode

That apologies from Cr Graham Sinclair be received and accepted.

**CARRIED**

**3 DISCLOSURES OF INTEREST**

Councillor/Officer	Item	Nature of Interest	How Managed
Cr Rick Firman	REP22/975	Pecuninary	Left Meeting

## 4 REPORTS

### 4.1 POLARIS ST FOOTPATH AND LEVEL CROSSING

**File Number:** REP22/975

**Author:** Engineering Trainee

**Authoriser:** Engineering Asset Manager

**Attachments:**

1. Design Option 1
2. Design Option 2
3. Design Option 3
4. Design Option 3 (additional drawings)

#### REPORT

Engineering has yet to begin construction on the Polaris Street Segment 5 footpath (Between Crowley Street and Camp Street) funded partly through the LRCI Round 3 grant and the other part through owner contributions. This is due to indecision regarding the placement of the path to achieve the best outcomes for the community. The original proposal for the path positioned it on the southern side of the road but given design consultation of the rail crossing ahead of the path, reconsideration of its position must be taken to address the safety and infrastructure concerns.

Although the railway crossing pedestrian facility is not going to be delivered with the footpath, its position is crucial to the footpath's position. There were three designs made for the crossing sourced through a survey and design contractor; option 1 and 2 positioned on the southern side of the crossing, and option 3 on the northern side. It was then advised that option one posed as potentially dangerous for pedestrians, and option two, though construction would be possible, approval from TfNSW would be unlikely; option three remains with the least problems (additional drawings and construction scope also given).

Based on this advice the concrete footpath was moved from being proposed on the southern side to the northern side of Polaris Street to coincide, with contribution letters sent to residents in advance on the northern side during early August as per normal processes. This prompted questions from some residents on the northern side of the road to why the new concrete path was being proposed outside their properties.

Engaging option three and placing it on the northern side of the road then challenges the value of the project in regard to the pedestrian usage. The path would most likely be used by pedestrians coming from the central parts of Temora travelling towards the residential areas south of Polaris St in Temora's west, so option three wouldn't see the target audience.

The new development located at the flour mill near the crossing should also be noted: a brewery as well as a parking lot across Polaris Street to suit. These developments would offer some attraction to this area; placing the path on the northern side could add value to the development and potentially boost their engagement from locals, but one could also hold the view that the parking lot would be sufficient in this.

In summary, the main issue at hand is the placement of the railway crossing pedestrian facility. The path could go on the southern side of Polaris Street, but if the advice from consultation is endorsed by Council, the original proposal may need to be adjusted.

Councils engineering managers see only 3 feasible options regarding the footpath construction.

1. As per consultant designs and advice on railway approvals, proceed with installing the new concrete footpath on the northern side of Polaris Street.
2. Look back at design option 2 on the southern side of the railway crossing and try seeking approval even if more costly and complex to construct, opposed to building this infrastructure on the northern side of the road. This would mean council proceeds with and uses the current funding to build the concrete footpath on the southern side of Polaris Street in anticipation of future railway infrastructure supporting pedestrians.
3. Remove the Polaris Street Segment 5 footpath project from the LRCI Round 3 funding and move forward the Aurora Street Segment 3 footpath (Between Anzac St and Polaris St on the eastern side of the road). The Aurora Street footpath is currently planned next financial year in councils forward budget. This option would council seek a firmer decision and approval of a railway crossing pedestrian facility based on previous consultant designs. That would result in no footpath being constructed in this location and future funding of the project required to deliver.

### **Budget Implications**

Nil.

If Council were to hold off on making any definite decisions, the grant funding could be reallocated to other Capital works currently ongoing (TSC Engineering Managers see Aurora Street Seg 3 footpath as a possible candidate to reallocate funding to) – funding for the Polaris Street footpath would then need to be sourced again.

Swapping the projects will be like for like in terms of the LRCI Round 3 funding allocated with owner contributions on top of this funding to deliver the project.

Cr Rick Firman declared a pecuniary interest in relation to item REP22/975, due to being a property owner.

Cr Rick Firman left the meeting at 2:02pm and took no further part in the discussion.

Cr Nigel Judd assumed the Chair.

**COMMITTEE RESOLUTION 99/2022**

Moved: Cr Belinda Bushell

Seconded: Cr Max Oliver

That the Committee recommend that Council allocate the funds to Aurora Street Seg 3 footpath between Anzac and Polaris Street on the eastern side of the road in accordance with Option 3 in the report.

**CARRIED**

---

Cr Rick Firman returned to the meeting at 2:13pm.

Cr Firman resumed the Chair.

**Option 1**

- *Not advised, this places the pedestrian maze right in the path of a potentially derailed train and I believe that the risk is too high. There could be pedestrians in the maze and unable to escape should a train be marshalling and derail*

**Option 2**

- *May be possible from civil perspective, but must be STRAIL type level crossing as this can be easily relatively removed for maintenance purposes*
- *Must be positioned in front of catchpoint bearers (min 2 m in front of switch)*
- *This option may not get transport approval as this may be classified as a new level crossing*
- (My comment) Placing a footpath on the city side of the catch point may be placing pedestrians in a position where they are exposed to rail traffic movements on #1 siding without the active level crossing operating, as crew may have pressed the shunters button to prevent the level crossing working while shunting.

**Option 3**

- *Has been and always will be the recommended option*

The designs have been rotated in order to orientate the track so that Sydney is on the left side of the drawing in accordance Rail Industry Standards.

**OPTION 1**

This option is on the southern or Sydney side of Polaris St and adjacent to road edge and clear of the Catch Points Throw Off Rail . The proposal includes the following:-

1. Removal of the Armco barrier and small diameter tree.
2. Extending the 3 x600mm dia. corrugated steel pipes by up to 5 metres as the pedestrian maze will impact the current drainage channel.
3. Drainage works including reforming the kerb and gutter both sides of the level crossing as well as the installation of drainage under the footpath.
4. Installation and extension of pedestrian maze fencing to provide delineation of pedestrians from road traffic also possible redirecting Truck ,Semi & B Double traffic via Victoria and Vesper Streets.
5. Extension of existing footpath to connect with proposed pedestrian level crossing.

**OPTION 2**

This option is on the southern or Sydney side of Polaris St and runs adjacent to the level crossing but between the catch points and Axle Counters and the Stop Block on the storage siding.

The proposal includes the following :-

1. Minor earthworks on the low cutting at the south western side of the proposed Pedestrian Level Crossing to ensure a footpath grade flatter than 1 in 40.
2. Installation of a drainage pipe under or adjacent to the maze for cutting drainage.
3. Removal of part of the storage siding beyond the stop block.
4. Fencing the footpath in Rail Land to ensure delineation from rail infrastructure and the drainage channel.
5. Installation of gates adjacent to the level crossing hut to enable access for signal staff.
6. Installation of a drainage pipe or a culvert under the footpath or possible diversion of the footpath to connect with existing Rail Yard Walking Trail.

**OPTION 3**

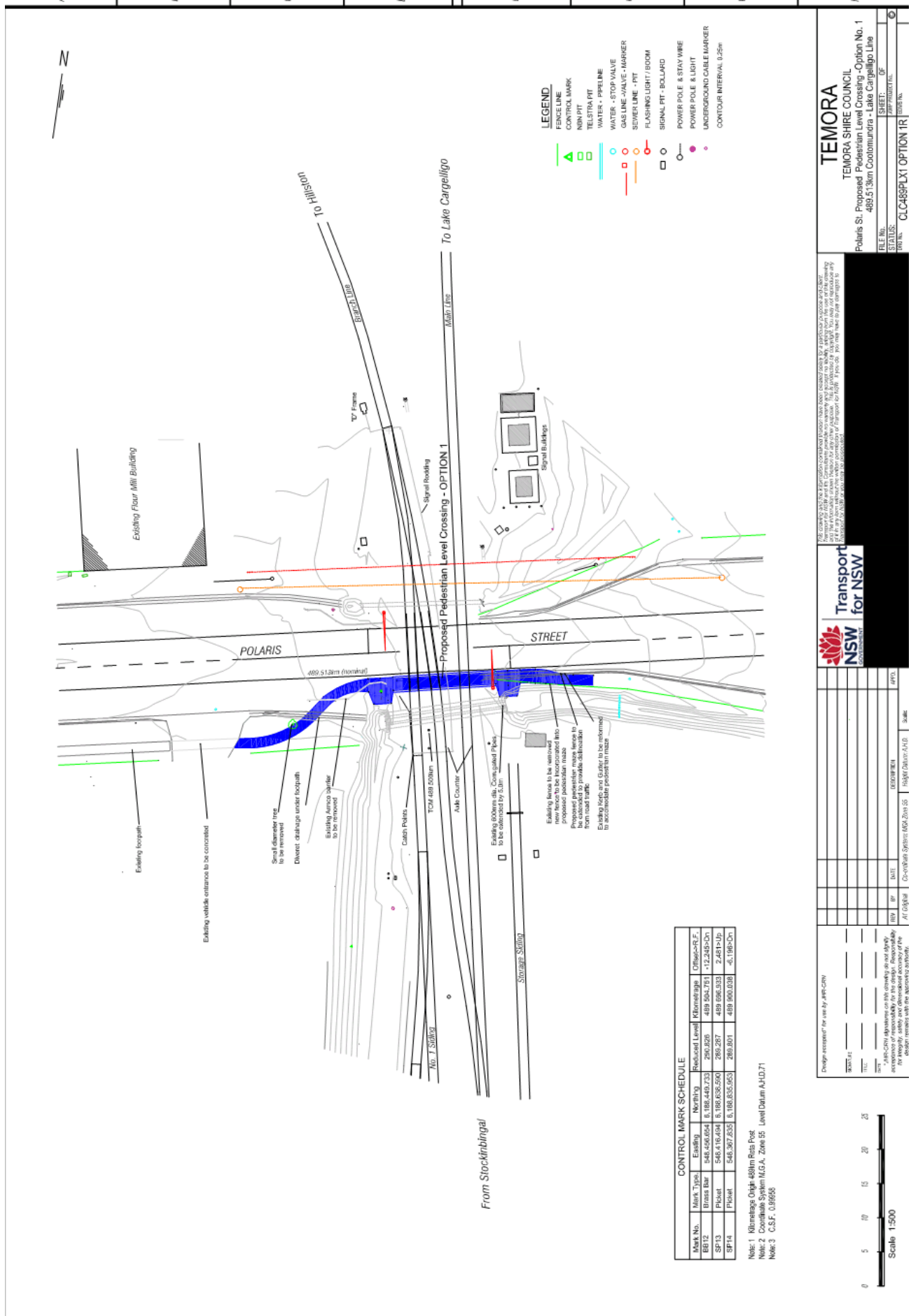
This option is on the Northern side or country side of Polaris Street Level crossing and runs adjacent to the road edge.

There is insufficient space between the road edge and the level crossing edge for the application of tactile strips. The proposal includes the following.

1. Removal of the Armco barrier
2. Extending the 1 x 600mm corrugated steel pipe both sides of the track.
3. Drainage works including reforming the kerb and gutter both sides of the track.







**TEMORA**  
 TEMORA SHIRE COUNCIL  
 Polaris St: Proposed Pedestrian Level Crossing - Option No. 1  
 489.513km Coolomundra - Lake Cargelligo Line

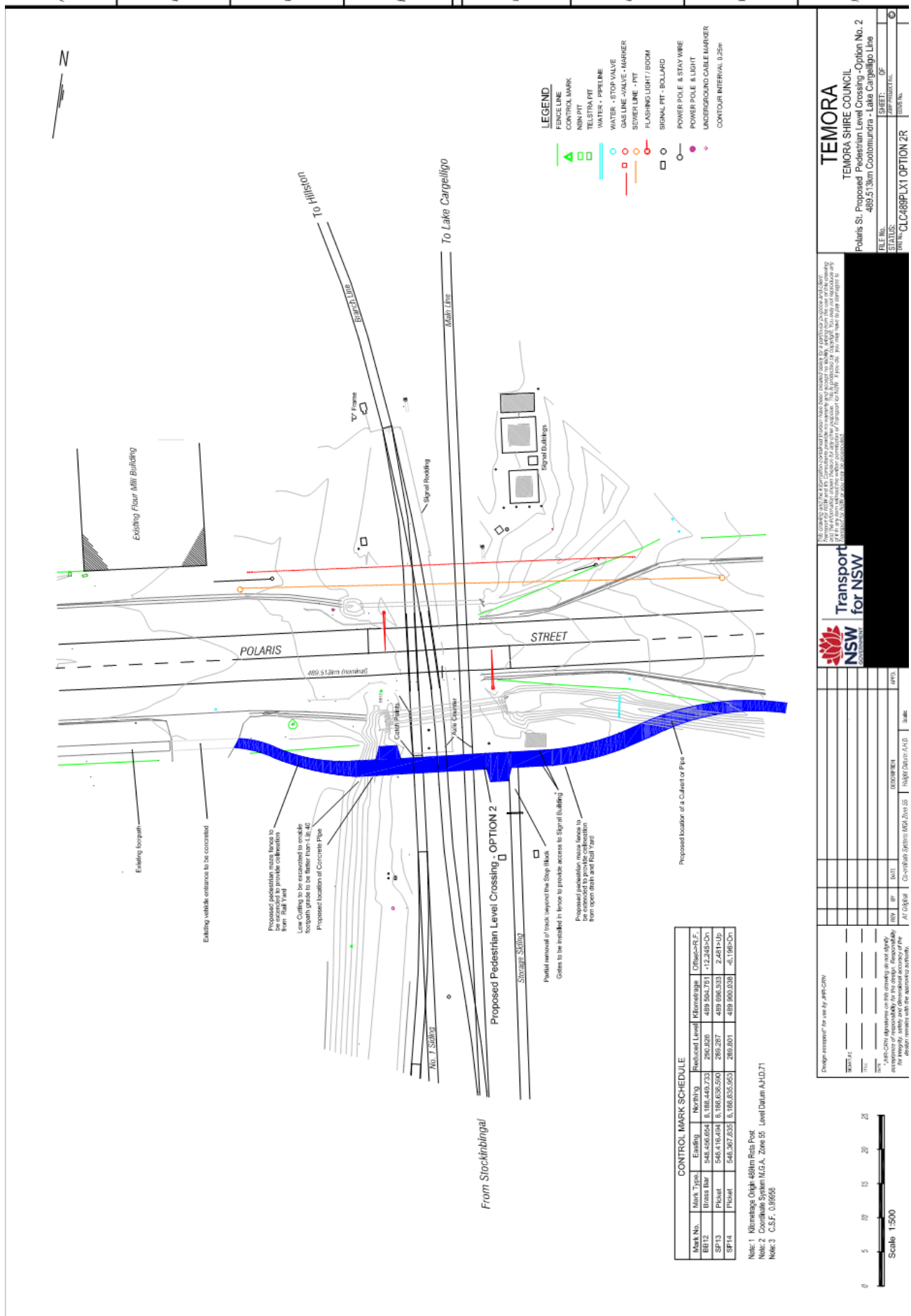
FILE No. \_\_\_\_\_ SHEET: 01  
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 CLCARSPLX1: OPTION 1R

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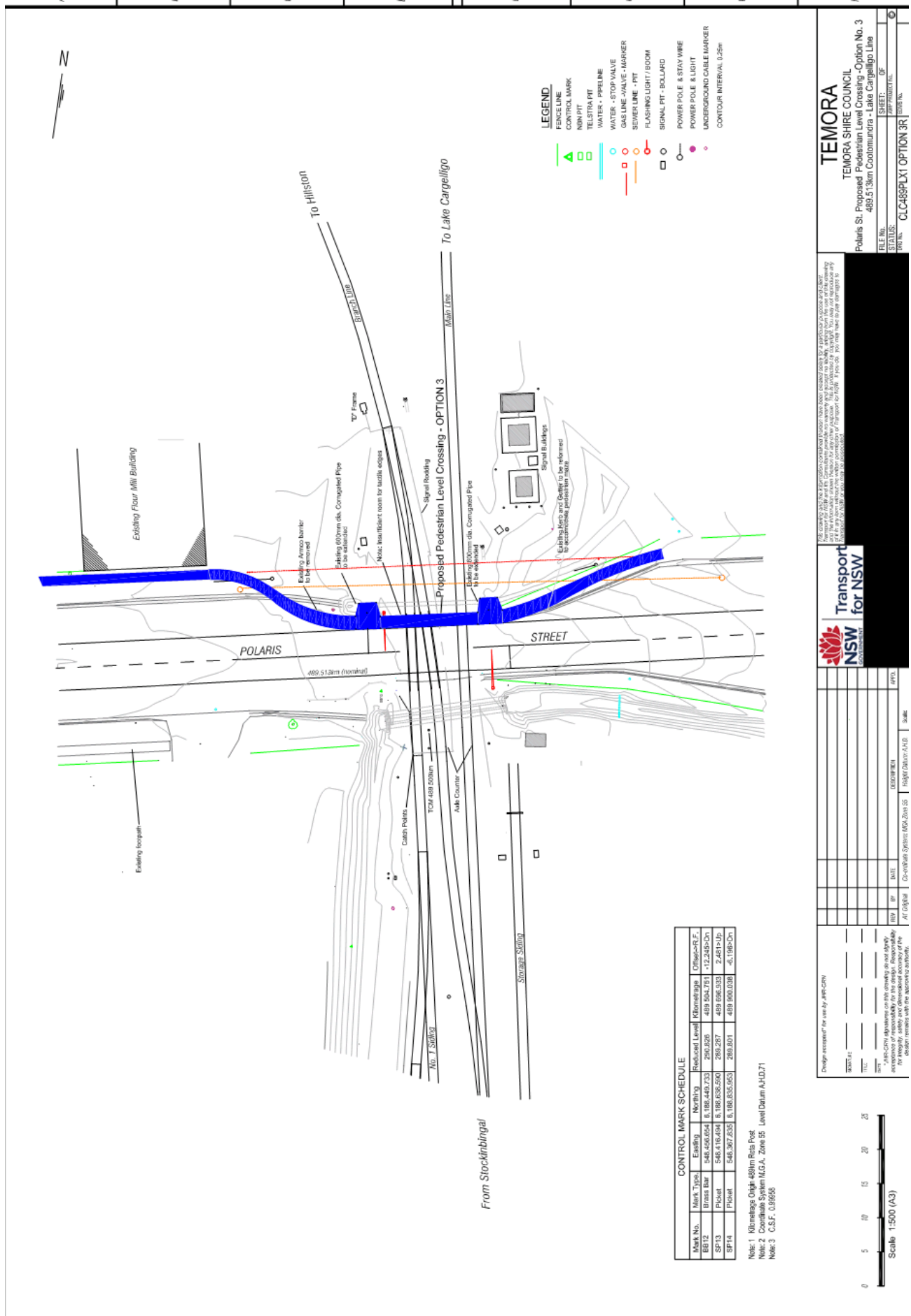


**TEMORA**  
 TEMORA SHIRE COUNCIL  
 Polaris S1 Proposed Pedestrian Level Crossing - Option No. 2  
 489.513km Cootamundra - Lake Cargelligo Line

FILE No. [ ] SHEET: [ ] OF [ ]  
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 Polaris St - Proposed Pedestrian Level Crossing - Option No. 3  
 489.513km Coolomundra - Lake Cargelligo Line

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 Revision: [ ]

ABCDEFGH

# TEMORA

## POLARIS STREET LEVEL CROSSING

## PROPOSED PEDESTRIAN WALKWAY

### 489 520km Cootamundra - Lake Cargelligo Line

#### SHEET INDEX

No.	SHEET NAME	REV
1	TITLE PAGE - POLARIS STREET TEMORA - PROPOSED PEDESTRIAN LEVEL CROSSING	A
2	DESIGN NOTES	A
3	DETAIL SITE PLAN	A
4	DESIGN LAYOUT PLAN - OPTION 3	
5	SITE PROFILE & SITE DRAINAGE DETAIL	

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TEMORA  
TEMORA SHIRE COUNCIL  
Podrins St Proposed Pedestrian Level Crossing - Option No. 3  
489 520km Cootamundra - Lake Cargelligo Line

FILE NO.:  
STATUS:  
DRAWING NO.: CLC489SPLX1 OPTION 3R2

SHEET: 1 OF 5  
TOTAL NO.:

### 1. DESIGN NOTES

- 1. Design Completed in accordance with JHR CRN Standards
  - CRN CS 520 - Level Crossings
  - CRN CS 521 - Level Crossings
  - CRN SC 018 - Level Crossing Equipment
  - CRN SD 018 - Signal Design Principles Level Crossings
  - CRN CS 200 - Track Systems
  - CRN CS 210 - Track Geometry & Stability
  - CRN CS 215 - Transit Space
- 2. Design undertaken in accordance with AS 1742.7 - Sighting Distance Compliant
- 3. Construction is to be in accordance with JHR CRN specification CRN CP 206 - Track Construction
- 4. Pedestrian Level Crossing materials are to comply with JHR CRN specifications

### 2. SURVEY & TRACK ALIGNMENT

- 1. The existing site conditions based on the detail survey by Ontrack Survey & Design Pty Ltd
- 2. Co-ordinate System is MGA Zone 55 GDA94
- 3. Level Datum is AHD 71
- 4. Survey Control Origin Maximo CRN RSM Listing - BB12, SP13 & SP14
- 5. Kilometrage Origin 489km Rola Post
- 6. Main Line & Branch Line Survey Alignment Designs by others

### 3. Proposed Pedestrian Level Crossing

- 1. The existing road surface at the level crossing is asphalt
- 2. Proposed pedestrian level crossing to be constructed with asphalt, path width 1800mm & TSGI Edge Strips 600mm
- 3. Road Linemarking and Road Geometry to be slewed by 0.5m toward Sydney (south) to allow for adequate clearance between road traffic and Yellow TSGI Edge Strips
- 4. Concrete Ramp incorporated into footpath over existing kerb & gutter
- 5. Removal of Arco Barrier country side of level crossing
- 6. Extension of existing 0.6m diameter Corrugated Steel Pipe (CSP) both ends
- 7. Construction of a concrete drainage pit 0.9m x 0.9m x 0.9m Down Side
- 8. Construction of an Up Side Headwall and Dish Drain for connection to the existing kerb & gutter
- 9. Modification of Kerb & Gutter to allow for construction of pedestrian mazes and foot paths

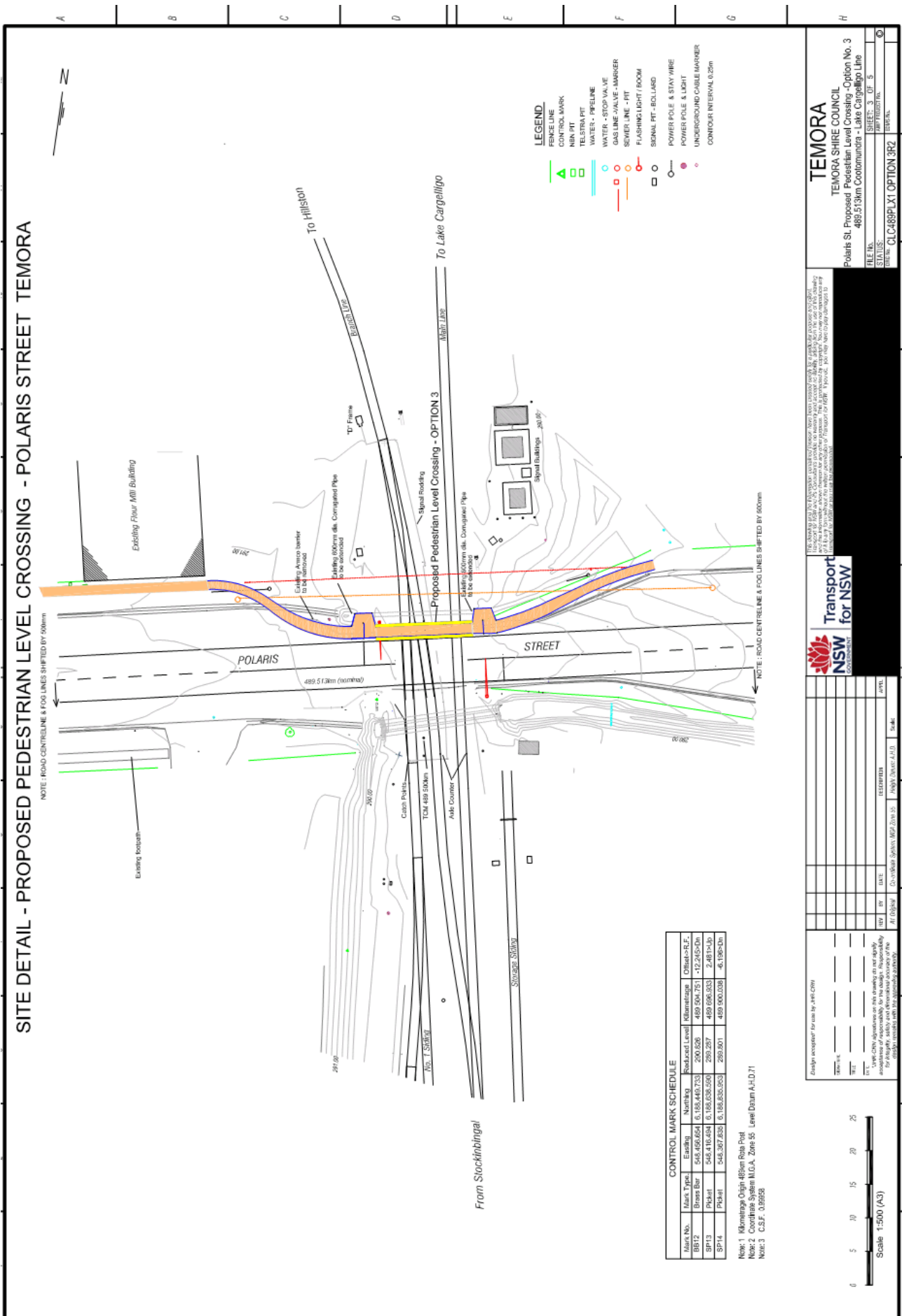
NOTE: UNDERGROUND SERVICES SEARCH TO BE UNDERTAKEN PRIOR TO THE COMMENCEMENT OF WORKS

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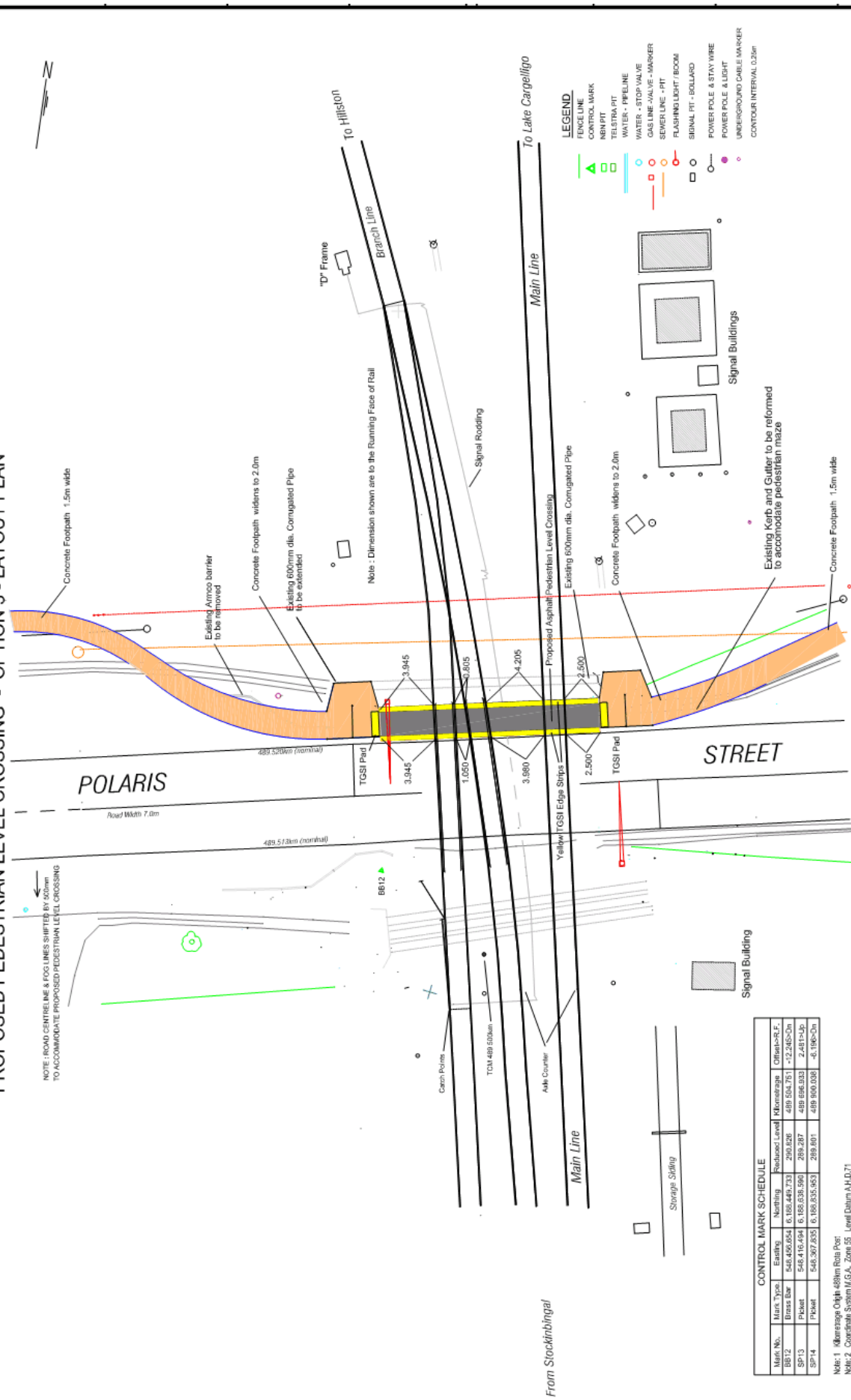
**TEMORA**  
 TEMORA SHIRE COUNCIL  
 Polaris St. Proposed Pedestrian Level Crossing - Option No. 3  
 489 500km Cooromundra - Lake Cargelligo Line

FILE No. \_\_\_\_\_  
 SHEET 2 OF 5  
 STATUS: APPROVED FOR  
 DATE: 01 FEBRUARY 2022

AT 10/18/22 | Client/Job Order: ARET 2021 07 | ANNET DALLAN A/CO | 9/26



PROPOSED PEDESTRIAN LEVEL CROSSING - OPTION 3 - LAYOUT PLAN



NOTE: ROAD CENTRELINE & FOG LINES SHIFTED BY 500mm TO ACCOMMODATE PROPOSED PEDESTRIAN LEVEL CROSSING

Note: Dimension shown are to the Running Face of Rail

Mark No.	Mark Type	Existing	Proposed	Northing	Easting	Reduced Level	Kilometrage	Offset to S.F.
BB12	Brass Bar	548.456.654	6.185.446.733	290.026	489.504.751	-12.24552m		
SP13	Plate	548.416.494	6.185.638.590	289.287	489.696.935	-2.48154m		
SP14	Plate	548.267.835	6.185.835.933	289.807	489.940.038	-8.19620m		

Note: 1 Kilometrage Origin 489m Rail Post  
 Note: 2 Coordinate System M.G.S.A. Zone 55 Level Datum A.H.D.71  
 Note: 3 C.S.F. 0.9958



- LEGEND:**
- FENCE LINE
  - CONTROL MARK
  - ARRECO
  - WATER STOP VALVE
  - FLASHING LIGHT BOOM
  - SIGNAL FIT - BOLLARD
  - POWER POLE & STAY WIRE
  - UNDERGROUND CABLE MARKER
  - CONTOUR INTERVAL 0.25m

**TEMORA**  
 TEMORA SHIRE COUNCIL  
 Points St. Proposed Pedestrian Level Crossing - Option No. 3  
 489 520m Cootamundra - Lake Cargillipo Line

FILE No. \_\_\_\_\_  
 SHEET: 4 OF 5  
 STATUS: \_\_\_\_\_  
 DATE: 01/09/2022

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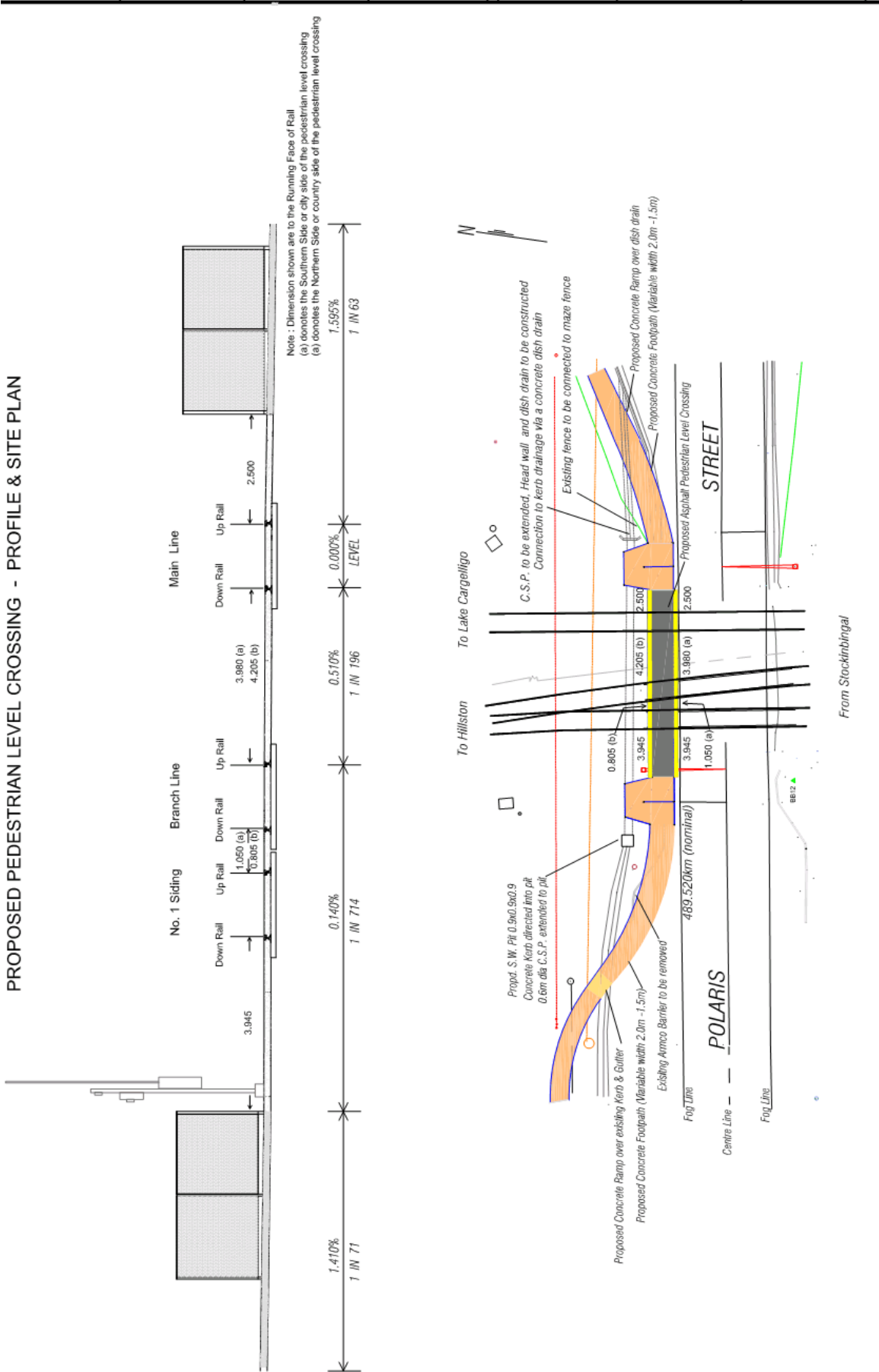
DESIGNER: JACOBS  
 DRAWN BY: JACOBS  
 CHECKED BY: JACOBS  
 DATE: 01/09/2022

NO.	DESCRIPTION	DATE	BY

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PROPOSED PEDESTRIAN LEVEL CROSSING - PROFILE & SITE PLAN



Note : Dimension shown are to the Running Face of Rail  
 (a) denotes the Southern Side or city side of the pedestrian level crossing  
 (b) denotes the Northern Side or country side of the pedestrian level crossing

TEMORA  
 TEMORA SHIRE COUNCIL  
 Polaris St. Proposed Pedestrian Level Crossing - Option No. 3  
 489.520km Coomunderra - Lake Cargelligo Line  
 FILE No. [REDACTED]  
 SHEET 5 OF 5  
 STATUS: APPROVED  
 DATE: 01 FEBRUARY 2022

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NO.	DATE	DESCRIPTION	BY	CHKD.

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 acceptance of responsibility for the design Responsibility  
 of the client is assumed. All dimensions are in millimetres unless otherwise stated.

**4.2 ASH TREES REMOVAL**

**File Number:** REP22/971  
**Author:** Engineering Asset Manager  
**Authoriser:** Engineering Asset Manager  
**Attachments:** 1. Resident Correspondence  
2. Trees Before Damage  
3. Trees After Damage

**REPORT**

Council has received the correspondence from the resident of 52 Deutcher Street relating to four ash trees in the Deutcher Street nature strip that have caused damage to the kerb and gutter, driveway on the footpath and footpath against a house on private property where a significant root is evident and suspected to be from the subject trees.

The resident has requested the four existing trees be removed and replaced with more suitable trees.

The photos referenced in the correspondence could not be opened, however, it is clear the resident's concerns are genuine. The two photos attached, one in 2010 and one in 2022, show the trees have grown significantly over this time and have caused significant structural damage to the kerb and guttering in the space of 12 years.

One of the challenges with this request is that there are a significant number of large ash trees in this area of Deutcher Street and removal may prompt further requests. In saying this, Council has been experiencing significant issues with ash trees around urban Temora and I am of the view that Council should accede to this request and replace subject species with a less invasive species.

**RECOMMENDATION**

Moved: Cr Belinda Bushell

That the Committee recommend to Council that they accede to the request and replace with less invasive species.

Motion lapsed for lack of a seconder.

**COMMITTEE RESOLUTION 100/2022**

Moved: Cr Anthony Irvine

Seconded: Cr Jason Goode

That the committee recommend that Council defer this matter until the Street Tree Policy is reviewed.

**CARRIED**

*Report by Anil Acharya*

**Temora Shire Council Secretary**

---

**From:** Temora Shire Council Secretary  
**Sent:** Tuesday, 23 August 2022 3:20 PM  
**To:** Temora Shire Council Secretary  
**Subject:** FW: ATTN Rob Fisher re Removal of trees on footpath.

---

**From:** .....  
**Sent:** Monday, 15 August 2022 3:27 PM  
**To:** Temora Shire Council <[temshire@temora.nsw.gov.au](mailto:temshire@temora.nsw.gov.au)>  
**Subject:** ATTN Rob Fisher re Removal of trees on footpath.

Hi Rob,

I am writing on the advice of Ritchie Moses, whom I contacted today about the Claret Ash trees on the footpath in front of my house and the damage they are causing.

Ritchie came and looked at my issue, took some photos and suggested I put my case to council, for their removal. He recognised that there was an issue and explained that I had to write a letter to Temora Shire Council explaining the situation and ask that the four trees be removed from my footpath.

I have four Claret Ashes on the footpath outside my residence. These trees are about 38 years old. All of the trees are lifting different parts of the gutter and driveways. One of the trees has lifted a path some 15 metres from the tree, right up against my house. The tree root was obviously chasing water somewhere, I suspect heading towards the sewer line. I found the root when I removed part of the concrete path. (see photo enclosed) The root measured approximately 80mm in diameter (photo enclosed). The roots from the other large tree I suspect will be trying to do the same thing as I find its roots in the garden all of the time, over near the path.

One of the smaller trees ( on the eastern end) is growing over to one side because the big tree has pushed the tree down and over to one side. (I planted that one about 20 years ago). So that tree is a very lopsided tree. It is beginning to lift the driveway of my neighbour. The other tree (on the western end of the footpath) has begun to lift the gutter and my driveway, (photo enclosed) headed for the sewer line I suspect.

Two of the trees (on the western end) have broken the mains water line, on the footpath, on more than two occasions (I stand corrected on the number of times but I would be confident more than twice), which then had to be repaired by Goldenfields water. Temora Shire Council also cleared at least one blockage from the mains sewer line, around these trees.

The trees have been absolutely wonderful but when they are pushing up against the house and breaking gutters, lifting driveways, blocking sewer mains and breaking water mains, maybe they are unsuitable for the position in which they are planted.

I am most happy to have the trees replaced with less invasive species. I am more than happy to ensure the new trees are looked after as well as these were.

I thank you for your time and look forward to your correspondence on this matter.  
Please feel free to contact me if there are questions.

52 Deutcher St  
TEMORA NSW 2666









### 4.3 ARIAH PARK VILLAGE IMPROVED SEWERAGE SERVICE OPTIONS

**File Number:** REP22/1006  
**Author:** Engineering Asset Manager  
**Authoriser:** Engineering Asset Manager  
**Attachments:** Nil

#### REPORT

At the February Assets and Operations Committee Meeting, Committee members considered a report relating to the Draft Unsewered Villages Options Assessment. The final version of this Assessment Report has been received.

The previous meeting resolved that Council:

1. Commence community consultation with the residents of Ariaah Park village in relation to the Improved Sewerage Service Options Paper, including a community workshop and;
2. Report the outcomes of the community consultation to a future Committee Meeting.

Council officers are now satisfied that they are in a position to commence this community consultation regarding this report.

The options assessment report details the evaluation of options for sewage collection and transfer, and also providing sewage treatment to Ariaah Park village. The options investigated within the report are:

Option 1: Improving the performance of existing on-site systems.

Option 2: Developing a town sewerage system – this is a combination of the following sub-options:

- Sewage collection and transfer sub-options.
- Sewage treatment process and effluent management sub-options.

Option 3: Transfer sewage to the Temora sewerage scheme.

#### Option 1 – Improved performance of on-site systems

Properties that are considered to have insufficient area for effluent disposal by adsorption trenches pose a potential public health risk via human contact with effluent.

In this Option, septic tank systems are replaced with Aerated Wastewater Treatment Systems (AWTS). AWTS minimise the risk to public health by aeration and disinfection (by UV or chlorination) of the effluent, thereby reducing pathogen numbers. Effluent from an AWTS can be used to irrigate lawns, providing more area for effluent disposal compared to an absorption trench.

A summary of the estimated costs associated with installing a new AWTS is as follows:



**Table 2.1: Costs associated with aerated wastewater treatment systems**

Requirements	Approximate cost
Cost of new aerated wastewater treatment system (AWTS)	\$8,500 <sup>1</sup>
Servicing of AWTS	\$320 per property per year <sup>2</sup>
Pump out cost – a liquid waste removalist will need to be contracted to carry out the pump out service, and a service agent will be required on-site. A water carrier may be necessary to refill the system to operating level	\$900 per property for every 5 to 10 years <sup>2</sup>
Power to run the pump and aerator for the AWTS	\$300 per property per year <sup>2</sup>
Pump and aerator replacement and installation – pumps and aerator will last on average five years. The cost will depend on the type and size of the pump and aerator requirements.	\$600 per property every five years <sup>2</sup>
Regular maintenance of AWTS to prevent pump failure	\$240 per property per year <sup>2</sup>

1 – estimated cost of new AWTS provided by Council

2 – obtained from Express Wastewater Solutions Wastewater Pricing Breakdown (3)

The overall costs to Aria Park village is estimated as follows:

**Table 3.1: Cost summary for Option 1 – Improved performance of on-site systems in Aria Park (\$'000)**

Cost summary	Value
100 x new AWTS	850
<b>Prime cost</b>	<b>850</b>
<b>Total capital cost (inc. contingencies)</b>	<b>1,330</b>
<b>Ongoing costs</b>	
Power (electricity for pumps/aerators)	35
Servicing of AWTS	40
Pump out services	15
Pump and aerator replacement	15
Regular maintenance of pump	30
<b>Annual cost</b>	<b>130</b>
<b>NPV (30-years at 7%)</b>	<b>2,970</b>

#### Option 2 – Develop town sewerage system

In this Option, a town sewerage system will be developed for the unserved villages of Aria Park and Springdale.

There are multiple possible combinations of sewerage collection and transfer system, sewage treatment process and effluent management options. For this option, four sewerage collection and transfer sub-options, and three sewage treatment process and effluent management sub-options are considered.

##### Sub-option 1: Conventional gravity sewer system

The gravity system consists of gravity reticulation, pumping stations and rising mains. Sewage from individual lots flow through gravity mains to a downstream pumping station. It is then pumped through a rising main to another gravity main, transfer pumping station or sewage treatment plant. Ultimately, sewage is transferred to the STP for treatment.

#### Sub-option 2: Pressure sewer system

A pressure system has a grinder pump located inside a holding tank (pump/tank unit) and a boundary box located at every property. Each residence would have its own pump/tank unit. The pump unit would typically replace the existing septic tank and would intercept the existing household sewer line. At a pre-set level in the tank, the pump activates, and any solids are ground and then pumped to the pressure sewerage reticulation system. The sewer pressure mains would be in the street, and a small diameter pipeline would connect the pump/tank unit on each property to it.

#### Sub-option 3: Vacuum sewer system

The vacuum sewer system uses a network of valves, stepped reticulation and a centralised vacuum pump to transfer sewerage to a collection tank. Sewage is first gravitated to a holding tank from single or multiple connections. The holding tank contains an actuated valve which is triggered by the level in the tank. Once triggered, the contents of the tank are drawn into the small-bore intake. Because the system is under negative pressure, the differential draws the sewage followed by air at atmospheric pressure.

#### Sub-option 4: Septic tank effluent pumping (STEP) system

These systems entail the retention of existing septic tanks, or new septic tanks for pre-treatment and provision of a small diameter pressure system. Each property is equipped with a pump for the transport of effluent from the septic tank to a STP for treatment.

Further, once collected, three options are available for disposal of the effluent, with these options being disposal by evaporation, agricultural reuse and IDEA tank treatment system.

A summary of the estimated overall costs associated with each of these options is as follows:

**Table 3.6: Cost summary for Aria Park sewerage scheme sub-option 2A: Oxidation pond treatment system with effluent disposal by evaporation (\$'000)**

Cost summary	Option 1: Conventional gravity sewer system	Option 2: Pressure sewer system	Option 3: Vacuum sewer system	Option 4: STEP sewer system
<b>Capital costs</b>				
Reticulation and rising mains	2,740	770	840	770
Sewage/vacuum pumping station, pressure/collection units	460	2,150	1,315	410
OSSMS	675	675	675	850
Sewage treatment plant	1,645	1,640	1,640	1,640
<b>Prime cost</b>	<b>5,520</b>	<b>5,235</b>	<b>4,465</b>	<b>3,670</b>
<b>Total capital cost (inc. contingencies)</b>	<b>8,610</b>	<b>8,165</b>	<b>6,965</b>	<b>5,725</b>
<b>Ongoing costs</b>				
Distribution system - operation and maintenance	150	210	80	80
STP - operation & maintenance	10	10	10	10

OSSMS costs	0	0	0	110
<b>Annual costs</b>	<b>160</b>	<b>220</b>	<b>90</b>	<b>200</b>
<b>NPV (30-years at 7%)</b>	<b>10,555</b>	<b>10,915</b>	<b>8,115</b>	<b>8,205</b>

**Table 3.7: Cost summary for Aria Park sewerage scheme sub-option 2B: Oxidation pond treatment system with effluent disposal by agricultural reuse (\$'000)**

Cost summary	Option 1: Conventional gravity sewer system	Option 2: Pressure sewer system	Option 3: Vacuum sewer system	Option 4: STEP sewer system
<b>Capital costs</b>				
Reticulation and rising mains	2,740	770	840	770
Sewage/vacuum pumping station, pressure/collection units	460	2,150	1,315	410
OSSMS	675	675	675	850
Sewage treatment plant	755	750	750	750
Reuse scheme	480	480	480	480
<b>Prime cost</b>	<b>5,115</b>	<b>4,830</b>	<b>4,060</b>	<b>3,265</b>
<b>Total capital cost (inc. contingencies)</b>	<b>7,980</b>	<b>7,535</b>	<b>6,335</b>	<b>5,095</b>
<b>Ongoing costs</b>				
Distribution system - operation and maintenance	150	210	80	80
STP - operation & maintenance	10	10	10	10
Reuse scheme - operation and maintenance	5	5	5	5
OSSMS costs	0	0	0	110
<b>Total annual cost</b>	<b>160</b>	<b>230</b>	<b>100</b>	<b>200</b>
<b>NPV (30-years at 7%)</b>	<b>9,980</b>	<b>10,340</b>	<b>7,535</b>	<b>7,625</b>

**Table 3.8: Cost summary for Aria Park sewerage scheme sub-option 2C: IDEA system with discharge of effluent (\$'000)**

Cost summary	Option 1: Conventional gravity sewer system	Option 2: Pressure sewer system	Option 3: Vacuum sewer system	Option 4: STEP sewer system
<b>Capital costs</b>				
Reticulation and rising mains	2,740	770	840	770
Sewage/vacuum pumping station, pressure/collection units	460	2,150	1,315	410
OSSMS	675	675	675	850
Sewage treatment plant	1,345	1,340	1,340	1,340
<b>Prime cost</b>	<b>5,220</b>	<b>4,935</b>	<b>4,170</b>	<b>3,370</b>
<b>Total capital cost (inc. contingencies)</b>	<b>8,145</b>	<b>7,700</b>	<b>6,500</b>	<b>5,260</b>

<b>Ongoing costs</b>				
Distribution system - operation and maintenance	150	210	80	80
STP - operation and maintenance	80	80	80	80
OSSMS costs	0	0	0	110
<b>Annual costs</b>	<b>230</b>	<b>290</b>	<b>160</b>	<b>270</b>
<b>NPV (30-years at 7%)</b>	<b>10,965</b>	<b>11,325</b>	<b>8,525</b>	<b>8,615</b>

### Option 3 – Transfer sewage to Temora sewerage system

In this Option, sewage is collected in the village by a new sewerage system, like in Option 2. However instead of being transferred to an STP (like in Option 2), the sewage is transferred to the Temora sewerage scheme. A pumping system and rising main is proposed to transfer sewage from the village, discharging into the Temora sewerage scheme. This will be treated at the Temora STP.

A summary of the estimated costs associated with this option is as follows:

**Table 3.9: Aria Park Option 3: Transfer to Temora sewerage scheme (\$'000)**

Cost summary	Option 1: Conventional gravity sewer system	Option 2: Pressure sewer system	Option 3: Vacuum sewer system	Option 4: STEP sewer system
<b>Capital costs</b>				
Reticulation and rising mains	8,700	3,015	3,080	3,015
Sewage/vacuum pumping station, pressure/collection units	2,130	3,365	2,530	1,625
OSSMS	675	675	675	850
<b>Prime cost</b>	<b>11,505</b>	<b>7,055</b>	<b>6,285</b>	<b>5,490</b>
<b>Total capital cost (inc. contingencies)</b>	<b>17,950</b>	<b>11,005</b>	<b>9,805</b>	<b>8,565</b>
<b>Ongoing costs</b>				
Distribution system - operation and maintenance	450	330	200	200
OSSMS costs	0	0	0	110
<b>Annual costs</b>	<b>450</b>	<b>330</b>	<b>200</b>	<b>310</b>
<b>NPV (30-years at 7%)</b>	<b>23,530</b>	<b>15,085</b>	<b>12,285</b>	<b>12,405</b>

An attachment is provided that summarises the advantages, disadvantages and costs associated with all of these options.

### **Discussion**

The capital cost of Option 1 (improved performance of on-site systems) is the lowest amongst other sewage transfer and treatment sub-options due to no capital costs for sewerage or treatment infrastructure.

Regarding the Option 2 sewage transfer sub-options, the gravity sewer has the highest capital cost because of the minimum 150 mm diameter pipe size required for reticulation, and the pressure sewer has the second highest capital cost because each property requires a collection tank with grinder pumps, whereas for vacuum sewer systems properties can be connected to one collection pit.

Regarding the Option 2 sewage treatment sub-options, the oxidation ponds and evaporation pond process has the highest capital cost because of the cost of the GCL liner required for the large evaporation pond.

Further geotechnical survey is required to determine whether a waterproofing layer is required.

The IDEA process has the second highest cost because of the more complicated automation required.

Option 3 is the most expensive option, as it requires a 36.8 km pipeline with three pump stations to connect the two schemes. The cost of constructing a new STP at Aria Park is avoided, however the additional loading on Temora STP will require a higher capacity upgrade to the aeration system which is already under capacity. This option still requires that Aria Park be sewered, so this cost is not avoided.

Consultation with Aria Park village landowners is required in order to determine their preferred option/s regarding sewerage services, before reporting back to Council.

### Scenario Analysis

Scenario Analysis was undertaken by Public Works Advisory using a Triple Bottom Line assessment criterion that includes cost (30-year NPV), social and environmental outcomes. A challenge with the scenario analysis is the upgrades have been considered holistically and costs have been combined. However, the main differentiation between the 3 scenarios comes down to sewerage options at Aria Park and Springdale.

- Option 1 – Improved OSSMS (Aria Park & Springdale)
- Option 2 Vacuum (Aria Park) and Gravity (Springdale)
- Option 3 – Pressure (Aria Park) and Pressure (Springdale)

The outcome concluded that Scenario 1 was the highest ranked option, followed by Scenario 2 and lastly Scenario 3.

### Cost

Sewerage schemes in NSW are provided on a cost recovery basis and are therefore not linked to any rate pegging. This essentially means that Council will charge the landowner an annual charge per lot that recovers the operation, maintenance, upgrade, and depreciation (future renewal) costs associated with the system. This charge will fluctuate depending on the cost of the system at the time and if system costs increase or decrease significantly, then so do the recovery charges. The current 2022 estimated annual charge for a pressure sewer system based on 233 rateable connections is shown below. I would assume there would major components of a sewer pressure system that would require capital renewal prior to 50 years (pumps / valves) and based on this I believe the 30-year recovery is a more accurate estimate.

#### Aria Park:

No. of Aria Park customers – 233 ( no growth)

Typical annual residential bill to recover costs over 30 years - **\$1,916 p.a.** (to be adjusted annually for CPI).

Typical annual residential bill to recover costs over 50 years - **\$1,238 p.a.** (to be adjusted annually for CPI).

In addition to the above-described annual charges there is also the capital upfront cost associated with building the system. This cost is recovered through a capital upfront charge at the time of connection to the system. It must be noted that it is possible that the NSW State Government may

contribute to this capital upfront charge through a grant, however there is generally a gap that is covered by the landowner.

To put some context around this Table 3.7, Option 2 Pressure System has a capital cost of \$7.535m. To recover this over the 233 connections is \$32,339.06 per connection. If the State Government provided a 75% contribution the cost per connection would be \$8,084.76. If the state government provided a 90% contribution the cost per connection would be \$3,233.91.

### **Regulatory Framework**

Relating to sewage management and disposal, Council is bound by the Local Government Act 1993 and the Protection of the Environment Operations Act 1997. Within this framework Councils are charged enforcing the regulatory frameworks and associated performance standards:

Council must ensure landowners operate a system of sewage management in a manner that achieves the following performance standards:

- a. the prevention of the spread of disease by micro-organisms,
- b. the prevention of the spread of foul odours,
- c. the prevention of contamination of water,
- d. the prevention of degradation of soil and vegetation,
- e. the discouragement of insects and vermin,
- f. ensuring that persons do not come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned,
- g. the minimisation of any adverse impacts on the amenity of the premises and surrounding lands,
- h. if appropriate, provision for the re-use of resources (including nutrients, organic matter and water).

What this essentially means that the scenario of do nothing within both Aria Park and Springdale is really not a long-term option and Council needs to determine the best long-term path forward, and whichever option is chosen, Council needs to enforce the regulatory requirements moving forward.

### **COMMITTEE RESOLUTION 101/2022**

Moved: Cr Nigel Judd

Seconded: Cr Jason Goode

That the Committee resolved to recommend to Council to commence community consultation regarding the Aria Park Village Improved Sewerage Service Options by early November 2022.

**CARRIED**

***Report by Claire Golder***

**4.4 TREE REMOVAL REQUEST****File Number:** REP22/1023**Author:** Engineering Technical Officer**Authoriser:** Engineering Asset Manager**Attachments:** 1. Tree Removal Request: 145 De Boos Street**REPORT**

Initial assessment by Council staff determined not to remove the tree however remove the root and repair the damaged footpath and brick heritage kerb.

Works have not been undertaken since the initial request and response in August 2021 due to Council staff struggling to find a bricklaying contractor to undertake the heritage brick kerb works.

The owner has now requested if Council can remove the tree to abate any future problems as damage is starting to occur to the property fence and there is concern that future damage might extend to the house itself which is listed as an individual heritage conservation item in the Temora Heritage Conservation Plan.

Cr Max Oliver left the meeting at 3:00 pm.

**COMMITTEE RESOLUTION 102/2022**

Moved: Cr Jason Goode

Seconded: Cr Claire McLaren

That the Committee recommend to Council to proceed with proposal from email dated 11 August 2021 (attached) with the addition of the installation of a buffer.

**AMENDMENT**

Moved: Cr Belinda Bushell

Seconded: Cr Anthony Irvine

That Council remove the tree and repair damaged kerb, footpath & road pavement.

The Amendment was put and lost

The motion was then put and carried.

**CARRIED**

***Report by Anil Acharya***

Cr Belinda Bushell left the meeting at 3:11 pm.

# Resident Request

## Tree Planting/Removals



REQUEST DETAILS			
Planting <input type="checkbox"/>	Removal <input checked="" type="checkbox"/>	Date:	04-Aug-20
Quantity:	1	Species:	London Plane Tree
Details:			
To whom it may concern,			
I am writing with concern regarding the safety of the tree, and area that surrounding it located in front of my place of residence at 145 De Boos Street, Temora.			
Address:	145 Deboos Street Temora		
Work Plan Sketch:			

CUSTOMER DETAILS			
Name		Preferred Method of Contact	<input type="checkbox"/> Phone <input checked="" type="checkbox"/> Email
Phone Number		Email	

Office Use Only	
Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Signed: _____
Justification:	
Action:	
Returned Correspondence <input type="checkbox"/>	Form uploaded as an attachment to a CRM (mandatory) <input type="checkbox"/>

Description: TRC-0MXXX Resident Request - Tree Planting or Removal.docx	Developed: 16/11/2020	Revised:	Page: 1 of 1
File path: T:\Engineering Works\Administration & Legislative\MS\Initial Draft Docs-General\TRC-0MXXX Resident Request - Tree Planting or Removal.docx	Version Number: 1.0		



**Alex Dahlenburg**

**From:**  
**Sent:** Monday, 16 August 2021 10:02 AM  
**To:** Alex Dahlenburg  
**Subject:** Re: Tree Removal - Request 145 Deboos St

Hi Alex,

Thanks so much for getting back to me. I think what you are proposing below sounds like a great solution to the problem.

I especially like the fact that the council will reuse the original bricks to keep the heritage brick kerb and gutter in its original form.

Thanks for the quick response, I can see the council have already been up to mark out the area to be fixed up.

Thanks

Sent from [Outlook](#)

---

**From:** Alex Dahlenburg <adahlenburg@temora.nsw.gov.au>  
**Sent:** Wednesday, 11 August 2021 2:48 PM  
**To:**  
**Subject:** Tree Removal - Request 145 Deboos St

Hi

I'm just emailing you in regard to your recent tree removal request submitted to council on the 4<sup>th</sup> of August.

Councils Open Spaces Coordinator and I have inspected this tree following your request and wish to inform we won't be removing this tree however will undertake other alternative actions.

The work council will undertake in this location outside your property at 145 Deboos St is;

1. Remove Lifted Kerb and Footpath
2. Digout/remove roots causing this infrastructure damage
3. Install root barrier between the kerb and footpath to prevent roots heading towards the property again as seen through the lifted footpath
4. Re-instate the section of removed concrete footpath
5. Re-instate the heritage brick kerb using the bricks removed
6. Scrape the road pavement around the tree back to a level surface.

Should you have any further concern regarding this work or outcome feel free to contact me.

Kind Regards



Alex Dahlenburg  
 Engineering Works Manager  
 Temora Shire Council

p: 02 6980 1113 m: 0419 844 759

a: 105 Loftus Street (PO Box 262) Temora NSW 2666

w: [www.temora.nsw.gov.au](http://www.temora.nsw.gov.au) e: [adahlenburg@temora.nsw.gov.au](mailto:adahlenburg@temora.nsw.gov.au)



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Image 1:



Image 2:



Image 3:



Image 4:



Image 5:



Image 6, 7, 8 & 9: Property Fence Damage starting to occur



**1. CR FIRMAN**

Advised he had received an email from President of Local Government NSW regarding Red Fleet Meeting.

General Managers Committee will be meeting with Blackadder & Associates next Monday to run through documentation.

**5 CONFIDENTIAL REPORTS****COMMITTEE RESOLUTION 103/2022**

Moved: Cr Jason Goode

Seconded: Cr Claire McLaren

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 3:15pm:

**5.1 Road Request**

This matter is considered to be confidential under Section 10A(2) - e 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, prejudice the maintenance of law.

**5.2 Heat Pump at Temora Recreation Centre**

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.

**5.3 Unnamed Road Request**

This matter is considered to be confidential under Section 10A(2) - e 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, prejudice the maintenance of law.

**5.4 Heavy Vehicle Alternate Route**

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.

**5.5 Application for Development Infrastructure Deferred Payment**

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

**CARRIED**

**COMMITTEE RESOLUTION 104/2022**

Moved: Cr Nigel Judd

Seconded: Cr Claire McLaren

It was resolved that Council adopts the motions from the closed committee of Council.

**CARRIED**



**6 CLOSE MEETING**

The Meeting closed at 4:33pm.

This is the minutes of the Assets & Operations Committee meeting held on Tuesday 6 September 2022.

.....

**GENERAL MANAGER**

.....

**CHAIRMAN**

**7.5 MINUTES OF THE ECONOMIC DEVELOPMENT AND VISITATIONS COMMITTEE MEETING HELD ON 6 SEPTEMBER 2022**

**File Number:** REP22/1090

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Minutes of the Economic Development and Visitations Committee Meeting held on 6 September 2022

**RECOMMENDATION**

It is recommended that the reports be received.

It is recommended that the reports and recommendations as presented be adopted.



**Date:** Tuesday, 6 September 2022  
**Time:** 4:30PM  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **Economic Development and Visitations Committee Meeting**

**6 September 2022**

**Order of Business**

<b>1</b>	<b>Open Meeting .....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Disclosures of Interest .....</b>	<b>3</b>
<b>4</b>	<b>Confidential Reports.....</b>	<b>4</b>
<b>5</b>	<b>Close Meeting .....</b>	<b>5</b>

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**MINUTES OF TEMORA SHIRE COUNCIL  
ECONOMIC DEVELOPMENT AND VISITATIONS COMMITTEE MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON TUESDAY, 6 SEPTEMBER 2022 AT 4:37PM**

**PRESENT:** Cr Rick Firman (Mayor), Cr Nigel Judd, Cr Claire McLaren (Chair), Cr Belinda Bushell, Cr Anthony Irvine (Observer)

**IN ATTENDANCE:** Craig Sinclair (Economic Development Manager), Elizabeth Smith (Director of Administration & Finance), Kris Dunstan (Director of Environmental Services)

**1 OPEN MEETING**

4:37pm

**2 APOLOGIES**

**COMMITTEE RESOLUTION 61/2022**

Moved: Cr Rick Firman

Seconded: Cr Belinda Bushell

That apologies from Cr Graham Sinclair be received and accepted.

**CARRIED**

**3 DISCLOSURES OF INTEREST**

Councillor/Officer	Item	Nature of Interest	How Managed
NIL			

**4 CONFIDENTIAL REPORTS**

**COMMITTEE RESOLUTION 62/2022**

Moved: Cr Rick Firman

Seconded: Cr Belinda Bushell

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 4:38pm:

**1.1 Economic Development Update**

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.

**1.2 Airside Site Option**

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

**1.3 Medical Precinct**

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.

**CARRIED**

**COMMITTEE RESOLUTION 63/2022**

Moved: Cr Belinda Bushell

Seconded: Cr Nigel Judd

It was resolved that Council adopts the motions from the closed committee of Council.

**CARRIED**

5 CLOSE MEETING

The Meeting closed at 5:05pm.

This is the minutes of the Economic Development and Visitations Committee meeting held on Tuesday 6 September 2022.

.....  
GENERAL MANAGER

.....  
CHAIRMAN

**8 DISCLOSURES OF INTEREST**

**9 DELEGATES REPORTS**



## 10 MAYORAL REPORT

### 10.1 MAYORS REPORT - AUGUST 2022

**File Number:** REP22/1051  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

#### REPORT

**1<sup>st</sup> August** – I hosted the Local Government Week Mayoral Morning Tea. Several Councillors – Past & Present, together with Senior Staff were in attendance alongside 60 of our Volunteers in Temora Shire. As the old saying goes, ‘There’s nothing stronger than the heart of a volunteer’.

- I attended a meeting of the Temora Local Health Advisory Council (LHAC) Executive.
- I chaired a meeting of the Temora LHAC. Our special guest speaker was Dr Sheraz Mumtaz, who is a thorough gentleman and we warmly welcome him and his family to Temora Shire.
- I had a teleconference with NSW Deputy Premier, the Hon Paul Toole MP. This was in my capacity as Chairman of Riverina Joint Organisation and Riverina Eastern Regional Organisation of Councils (REROC).
- I had a meeting with Mayor Jamie Chaffey (Gunnedah Shire) re: NSW JO Chairmen’s Network.
- I had teleconference with Mayor David McCann OAM and General Manager, Mr Tony Donoghue PSM (both of Coolamon Shire).
- I had meetings with Mayor of Wagga City, Cr Dallas Tout & Mrs Julie Briggs (CEO of REROC & RivJO)

**2<sup>nd</sup> August** – Councillors, Senior Staff and I attended the ‘Boom Time Forum’, held at the Temora Ex-Services Memorial Club. This was a most informative session, with the exciting projects that are occurring, but also reflecting on the challenges we face and how we’re working to address them.

- I had a teleconference with Federal Member for Riverina, the Hon Michael McCormack MP (on his birthday!).
- I had a teleconference with Australian Local Government Association (ALGA) President, Cr Linda Scott of Sydney City.

**3<sup>rd</sup> August** – The Acting General Manager (Mrs Elizabeth Smith) and I flew to Sydney to attend a series of meetings.

- The Acting General Manager (Mrs Smith) and I attended a meeting with the Chief Executive of REROC (Mrs Julie Briggs).

**4<sup>th</sup> August** – The Acting General Manager (Mrs Smith) and I attended the NSW Country Mayors Association’s ‘Skills Shortage Forum’, held at Club York, Sydney. Our REROC Chief Executive, Mrs Briggs and I presented our ‘Start Your Career Here’ programme to those present. This is a major issue everywhere and our cherished local government sector is no exception.

- Our Acting General Manager (Mrs Smith) and I attended the NSW JO Chairmen’s Network meeting. The JO Network is becoming more fragile as the weeks pass. The NSW Office of

Local Government are evidently working on implementation of the Review recommendations.

- The Acting General Manager (Mrs Smith) and I represented Temora Shire at the annual Local Government NSW Awards Dinner. We were nominated for both our Temora Arts Centre and Temora Library Upgrade projects. We were Finalists, however, did not take home the trophies. It was an honour for us to be nominated and we congratulate all Councils and communities on their respective awards.
- We had meetings with the LGNSW President (Cr Darriea Turley AM) and NSW Shadow Minister for Local Government and Veteran's Affairs (Mr Greg Warren MP).

**5<sup>th</sup> August** – Our Acting General Manager (Mrs Smith) and I attended the NSW CMA Board meeting, held in Parliament House, Sydney. This was an excellent session and so very crucial to spend time listening and learning from other Mayors & General Managers, together with Ministers, Opposition Spokesmen.

**6<sup>th</sup> August** – I had a meeting with our Federal Member for Riverina, the Hon Michael McCormack MP.

**8<sup>th</sup> August** – I was the guest speaker at the Temora Hospital Auxiliary Annual General Meeting. Congratulations are extended to re-elected Executive team, lead by Mrs Noeline Marsh. This organisation do a terrific job and we appreciate all they do.

- I attended Council Chambers.
- The Deputy Mayor (Cr Graham Sinclair) and I had a meeting with Acting General Manager (Mrs Smith) and Engineering Assets Manager (Mr Robert Fisher).
- I chaired the election of Officers for Temora Branch of CANASSIST. I warmly congratulate the Executive team on their appointments, with President, Mrs Lynn Hegarty again leading the team. Every single volunteer of this organisation is to be commended for the selfless service.
- I had a teleconference with the Mayor of Coolamon Shire, Cr David McCann OAM.

**9<sup>th</sup> August** – Councillors, Senior Staff and I attended Council Committee day. We had the General Manager's Recruitment Committee, the Apollo Place Workshop, Assets & Operations Committee & Economic Development Committee. We also met in Springdale Memorial Hall, which we were well looked after with a delicious afternoon tea.

**10<sup>th</sup> August** – As Chairman of St Paul's Anglican Church Parish Council, I chaired our monthly meeting. We're certainly blessed to have such a strong Christian community in Temora Shire.

- I attended Council offices.

**11<sup>th</sup> August** - I attended Council offices.

- I had a teleconference with Federal Member for Riverina, the Hon Michael McCormack MP.
- I had a teleconference with the Chairman of NSW Country Mayors Association, Mayor Ken Keith OAM (Parkes Shire).

**12<sup>th</sup> August** – I had a meeting with the NSW Shadow Minister for Local Government & Veterans, the Hon Greg Warren MP.

- I chaired a meeting of the REROC Executive Board.

**15<sup>th</sup> August** – I attended Council Chambers.

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

**16<sup>th</sup> August** – I had a teleconference with NSW Country Mayors Association Chairman, Mayor Ken Keith OAM (Parkes Shire).

**17<sup>th</sup> August** – I chaired the Delegates meeting of the Temora & District Sports Council. Cr Max Oliver also attended as the other Temora Shire Council representative.

**18<sup>th</sup> August** – Councillors, Senior Staff and I attended our formal, monthly meeting of Temora Shire Council Chambers.

**19<sup>th</sup> August** – Councillors, Senior Staff and I attended a meeting with NSW Member for Cootamundra, the Hon Steph Cooke MP. This was to discuss options relating to heavy vehicle alternate route.

- The Acting General Manager (Mrs Smith) and I attended a meeting with the Mayor of Narrandera Shire, Mayor Neville Kschenka and Mayor of Hilltops Council, Mayor Margaret Roles. This was to discuss options relating to Dialyses in our respective communities.
- I had a meeting with Federal MP, the Hon Michael McCormack MP.

**22<sup>nd</sup> August** – I chaired a meeting of the REROC Executive in Wagga. Our special guest was the NSW Shadow Minister for Regional NSW, Agriculture & Western NSW, The Hon Mick Veitch MLC.

- Mr Veitch then came to Temora Shire Council Chambers and met with the Deputy Mayor (Cr Sinclair), Cr Nigel Judd OAM and I. This was to discuss various aspects of his portfolio areas. Mr Veitch was most generous with his time and we appreciated his genuine visit.
- I attended a meeting with the Temora Police, together with NSW Member for Cootamundra, the Hon Steph Cooke MP. Our State MP is also the NSW Minister for Emergency Services, Resilience and Flood Recovery.

**23<sup>rd</sup> August** – Cr Max Oliver was re-elected, unopposed as Chairman of the Temora Police & Community Consultative Committee at the AGM. I was pleased to have been re-appointed as Deputy Chairman. Congratulations is extended to other Executive members in Ms Diane Monkerud as Secretary and Mrs Narelle Pellow-Djukic being the Treasurer.

- I had a meeting with Federal Member for Riverina, the Hon Michael McCormack MP.

**24<sup>th</sup> August** – I attended a meeting of the NSW Country Mayors Association Executive.

- The General Manager (Mr Lavelle) and I had an interview with the Temora Independent re: Electric Car Charging station being erected in Temora (behind Council Chambers, back of Carpark).
- I had a meeting with the Rev'd Nathan Manwaring (Rector at St Paul's Anglican Church).
- I had teleconferences with the Hon Michael McCormack MP, the Hon Steph Cooke MP, the Mayor of Cootamundra-Gundagai Regional Council, Cr Abb McAlister, the Mayor of Snowy Valleys Council, the President of LGNSW & the President of ALGA.

**25<sup>th</sup> August** – I chaired a Board meeting of the Temora & District Education Fund. Our applications are now open for this year's round of Grants.

- I had a meeting with Pastor Patricia Morris (Chairman of the Temora Christian Leaders Group).
- I chaired a meeting of the Cootamundra State Electorate Council Executive.

**26<sup>th</sup> August** – I chaired a meeting of both Boards of Riverina JO and REROC, held in Wagga. Our guest speaker Federal Minister for Local Government, the Hon Kristy McBain MP.

- I had a meeting the Mayor of Snow Valleys.

**29<sup>th</sup> August** – I had meetings with Federal and State MPs in the Hon Michael McCormack MP and the Hon Steph Cooke MP.

**30<sup>th</sup> August** – I had meetings with the Mayor of Gunnedah Shire, Mayor of Parkes Shire, Mayor of Bland Shire, Mayor of Cootamundra-Gundagai Regional & Mayor of Junee Shire.

- The General Manager (Mr Lavelle), Director of Environmental Services (Mr Dunstan) and I attended a videoconference meeting with Dr Kerry Chant AO (NSW Chief Medical Officer) re; Japanese Encephalitis.

**31<sup>st</sup> August** – As REROC Chairman, I officially opened the annual Take Charge Youth Leadership Forum. This was held in Wagga and had some 130 Riverina student leaders attend. Temora Shire had Aria Park Central and Temora High School leaders also in attendance.

- I had a meeting with the Mayor of Bland Shire, Mayor Brian Monaghan.
- I had a teleconference with Mayor Ken Keith OAM (Parkes Shire and NSW Country Mayors Association Chairman).
- I had a teleconference with Federal MP, the Hon Michael McCormack MP.
- I was formally advised by Minister Bronnie Taylor MLC that I have been appointed to the NSW Regional Health Ministerial Advisory Panel.
- I have had interviews with ABC Riverina, Rocky FM (Young) & Daily Advertiser.

## RECOMMENDATION

It is recommended that Council notes the report.

***Report by Mayor Rick Firman***

**11 STAFF REPORTS**

**12 GENERAL MANAGER****12.1 CALENDAR OF EVENTS - AUGUST 2022**

**File Number:** REP22/999  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT****SEPTEMBER 2022**

1 Citizenship Ceremony  
1 Businesses – Informal Discussion  
6 Committee meetings  
8 Mayoral Reception – National Emergency Medal Recipients  
15 Council meeting  
16 Queens Jubilee Tree Planting  
16 Penfolds Road Naming Ceremony – 2:00pm  
19 EV Charging Station Opening – 10:00am

**OCTOBER 2022**

6 Walk & Talk Tour – 9:00am  
7 Freedom of the Shire Presentation  
7 Union Picnic Day  
8 Murphy’s Road Naming Ceremony  
11 Committee meetings  
11 Workshop Policies 10:00am – 12:00pm  
19 RRL Advisory meeting  
20 Council meeting  
23-25 Local Government NSW Annual Conference – Hunter Valley  
28 JO & REROC meetings – Wagga

**NOVEMBER 2022**

8 Committee Meetings  
8 Workshop Policies 10:00am – 12:00pm  
12 Swimming Pool Refurbishment opening (Proposed)  
24 Council Meeting

**RECOMMENDATION**

It is recommended that Council notes the report.

**12.2 SEALS - SEPTEMBER 2022**

**File Number:** REP22/1031  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**





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

- Lease – Masonic Lodge, Temora

**RECOMMENDATION**

It is recommended that Council endorse the Seal being affixed to the above document.

### 12.3 DELEGATIONS

**File Number:** REP22/1066  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** 1. Delegations to Mayor    
2. Delegations to GM  

#### REPORT

Section 380 of the Local Government Act 1993 (the Act) requires Council to review the delegations provided to the

Each council must review all its delegations during the first 12 months of each term of office.

S377 of the Act provides:

A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following—

- (a) the appointment of a general manager,
- (b) the making of a rate,
- (c) a determination under section 549 as to the levying of a rate,
- (d) the making of a charge,
- (e) the fixing of a fee,
- (f) the borrowing of money,
- (g) the voting of money for expenditure on its works, services or operations,
- (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
- (i) the acceptance of tenders to provide services currently provided by members of staff of the council,
- (j) the adoption of an operational plan under section 405,
- (k) the adoption of a financial statement included in an annual financial report,
- (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
- (m) the fixing of an amount or rate for the carrying out by the council of work on private land,
- (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
- (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the [Environmental Planning and Assessment Act 1979](#),
- (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,



- (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
  - (r) a decision under section 234 to grant leave of absence to the holder of a civic office,
  - (s) the making of an application, or the giving of a notice, to the Governor or Minister,
  - (t) this power of delegation,
  - (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.
- (1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if—
- (a) the financial assistance is part of a specified program, and
  - (b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
  - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
  - (d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.
- (2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.

Section 378 of the Act then provides the power to the General Manager to:

- (1) The general manager may delegate any of the functions of the general manager, other than this power of delegation.
- (2) The general manager may sub-delegate a function delegated to the general manager by the council to any person or body (including another employee of the council).

The following are the current delegations provided to the General Manager and Mayor

### **RECOMMENDATION**

It is recommended that the Delegations detailed in the attached report be endorsed by Council.

***Report by Gary Lavelle***



# Delegations to Mayor

## Power of Delegation

In accordance with section 377 of the *Local Government Act 1993* Council, by resolution, delegated its powers, authorities, duties and functions to the Mayor.

*Mayor*

Code	Name & Description	Legislation	Date Of Delegation
DEG053	<p><b>Make or Authorise Public and Media Statements involving Council in line with Council's Media Policy</b>                      (a) To make or authorise public statements (b) Issue media releases on matters involving the Council.</p>		04/07/2018
DEG058	<p><b>Sign Contracts, Deeds and Agreements that do not require the Council Seal</b>                      To sign Contracts, Deeds and Agreements that do not require the Council Seal</p>		29/06/2018
DEG059	<p><b>Sign Funding Applications once approved by Council</b>                      Sign Funding Applications once approved by Council</p>		08/05/2019
DEG076	<p><b>Authorise Action on General Complaints about Staff from an External Source</b>                      To authorise action to be taken by the appropriate officer in regard to any complaints or requests received, where the complaint is from an external source.</p>		16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
IPROC14	<p><b>Credit Card - \$1000</b>                      To use allocated Council Credit Card to a limit of \$1000 provided receipts and proper acquittal is provided and in accordance with Policy G9</p>	Internal Procurement	31/05/2017
MAYOR000	<p><b>There are no other delegations to the Mayor other than those prescribed by the Local Government Act 1993</b></p>		25/02/2019

### **Power of Delegation**

In accordance with section 377 of the *Local Government Act 1993* Council, by resolution, delegated its powers, authorities, duties and functions to the General Manager.

The General Manager, and in the absence of the General Manager the Acting General Manager for the period of the General Manager's absence, is delegated authority under Section 377 of the Act, to exercise and/or perform on behalf of Council the powers, authorities, duties and functions of the Council, subject to the following:

1. The General Manager is restrained from carrying out any of those functions of Council excluded from delegation by operation of Section 377(1) of the Act;
2. The delegated power, authority, duty or function must be performed in accordance with Council Policy and any resolution of Council;
3. The delegated power, authority, duty or function must be performed in accordance with the Law;
4. If a power, authority, duty or function is conferred or imposed on an employee of Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the General Manager;
5. The General Manager must not commit the Council to expenditure or financial exposure unless with prior approval of a Council resolution or in accordance with an approved Operational Plan; and
6. The General Manager is entitled to carry out any functions delegated to the Council by the Departmental Chief Executive or the Minister, subject to any express limitations imposed by the Departmental Chief Executive or Minister.
7. The General Manager is empowered to delegate powers, authorities, duties and functions to Council staff.

### **Noxious Weeds Contractor**

### **Power of Delegation**

In accordance with section 377 of the *Local Government Act 1993* Council, by resolution, delegated its powers, authorities, duties and functions to the General Manager.

The General Manager, and in the absence of the General Manager the Acting General Manager for the period of the General Manager's absence, is delegated authority under Section 377 of the Act, to exercise and/or perform on behalf of Council the powers, authorities, duties and functions of the Council, subject to the following:

1. The General Manager is restrained from carrying out any of those functions of Council excluded from delegation by operation of Section 377(1) of the Act;
2. The delegated power, authority, duty or function must be performed in accordance with Council Policy and any resolution of Council;
3. The delegated power, authority, duty or function must be performed in accordance with the Law;
4. If a power, authority, duty or function is conferred or imposed on an employee of Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the General Manager;
5. The General Manager must not commit the Council to expenditure or financial exposure unless with prior approval of a Council resolution or in accordance with an approved Operational Plan; and
6. The General Manager is entitled to carry out any functions delegated to the Council by the Departmental Chief Executive or the Minister, subject to any express limitations imposed by the Departmental Chief Executive or Minister.
7. The General Manager is empowered to delegate powers, authorities, duties and functions to Council staff.

**Service NSW CSO**



# Delegations to General Manager

As at 15 September 2022

### **Power of Delegation**

In accordance with section 377 of the *Local Government Act 1993* Council, by resolution, delegated its powers, authorities, duties and functions to the General Manager.

The General Manager, and in the absence of the General Manager the Acting General Manager for the period of the General Manager's absence, is delegated authority under Section 377 of the Act, to exercise and/or perform on behalf of Council the powers, authorities, duties and functions of the Council, subject to the following:

1. The General Manager is restrained from carrying out any of those functions of Council excluded from delegation by operation of Section 377(1) of the Act;
2. The delegated power, authority, duty or function must be performed in accordance with Council Policy and any resolution of Council;
3. The delegated power, authority, duty or function must be performed in accordance with the Law;
4. If a power, authority, duty or function is conferred or imposed on an employee of Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the General Manager;
5. The General Manager must not commit the Council to expenditure or financial exposure unless with prior approval of a Council resolution or in accordance with an approved Operational Plan; and
6. The General Manager is entitled to carry out any functions delegated to the Council by the Departmental Chief Executive or the Minister, subject to any express limitations imposed by the Departmental Chief Executive or Minister.
7. The General Manager is empowered to delegate powers, authorities, duties and functions to Council staff.



**General Manager**

Code	Name & Description	Legislation	Date Of Delegation
DEG001	<p><b>Award Contracts, Obtain Quotations and Authorise Purchase Orders</b></p> <p>To obtain quotations and to authorise the purchase of, and issue official orders for goods, works and services required for the functioning of the Council and to incur expenditure for such goods, works and services (excluding that for the purchase of major items or works, plant, and/or motor vehicles) provided that and subject to: a) due provision has been made in the approved Budget for the incurring of such expenditure; b) or the incurring of such expenditure is otherwise authorised as per the Procurement and Tendering Policy and Manual; and c) the delegate not accepting tenders which are required by the Act to be invited by Council. In accordance with limits detailed in IPROC01, IPROC02, IPROC04, IPROC05, IPROC06, IPROC12, IPROC13</p>		04/07/2018
DEG003	<p><b>Authorise Payment of Salaries and Wages</b></p> <p>To authorise the payment of salaries and wages subject to two signatories for each authorisation.</p>		20/05/2020
DEG004	<p><b>Sign and Countersign Electronic Funds Transfers (EFT), Direct Debits and Cheques drawn on Council's Bank Account</b></p>		16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG005	Sign and Countersign Electronic Funds Transfers (EFT), Direct Debits and Cheques drawn on Council's Bank Account		13/04/2021
	<b>Approve Payment to Contractors and Creditors</b> Approve Payment to Contractors and Creditors including the release of any retention money, bank guarantee or bond held by Council as security.		16/07/2019
DEG006	<b>Check and Certify the Annual Statutory Accounts</b> Check and Certify the Annual Statutory Accounts		16/07/2019
DEG007	<b>Authorise Expenditure for Urgent Works outside Budget Approved by Council</b> To authorise expenditure outside the budget approved by Council in order to undertake urgent works to reduce or eliminate a significant health or safety hazard.		16/07/2019
DEG009	<b>Negotiate Council's Overdraft Limit</b> Negotiate Council's Overdraft Limit		16/07/2019
DEG010	<b>Sell or Dispose of Old Materials, Spoilt or Obsolete Equipment</b> Sell or Dispose of Old Materials, Spoilt or Obsolete Equipment		16/07/2019
DEG012	<b>Authorise the Issue of Accounts for Services provided by Council</b>		16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG013	<p>Authorise the Issue of Accounts for Services provided by Council</p> <p><b>Apply for Borrowings from Financial Institutions</b> To apply for borrowings from financial institutions following a Resolution of Council in accordance with section 377(1)(f) of the Local Government Act 1993.</p>	Local Government Act 1993 section 377(1)(f)	13/04/2021
DEG014	<p><b>Engage Consultants to assist Council projects</b> Engage Consultants to assist Council projects subject to compliance with the Local Government Act 1993 and the Law.</p>		25/06/2021
DEG015	<p><b>Arrange the Investment of Money not immediately required by Council</b> Arrange the investment of money as per Council's Investments Policy that is not for the time being required by the Council for any other purpose. Any money may only be invested in a form of investment notified by order of the Minister and published in the Government Gazette. In accordance with IFIN01 &amp; IFIN02.</p>	Local Government Act 1993 section 567	04/07/2018
DEG017	<p><b>Arrange for Payment by Instalment - Accounts Receivable</b> To make arrangements with debtor for payment to be made by reasonable and satisfactory instalments.</p>		04/07/2018
DEG018	<p><b>Refund of Over-Payments</b></p>		04/07/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG019	<p>To authorise the refund of all over-payments subject to appropriate certification.</p> <p><b>Authorise the Refund of Development Application/Construction Certificate Application Fees</b></p> <p>To authorise the refund of all or part of the fees paid for development or where the application is either not proceeded with or is withdrawn subsequent to assessment and where that application has been the responsibility of a more junior officer. Note: Authorising officer is not to be the officer recommending refund.</p>	Local Government Act 1993	29/06/2018
DEG020	<p><b>Grant Rebate of Rates</b></p> <p>To grant rebates of rates to qualified rateable persons in accordance with the provisions of the Local Government Act 1993.</p>	Local Government Act 1993	13/04/2021
DEG021	<p><b>Approve Credit Notes</b></p> <p>To Approve Credit Notes</p>		29/06/2018
DEG022	<p><b>Refund Trust Fund Deposits</b></p> <p>To refund trust fund deposits upon appropriate certification and recommendation.</p>		04/07/2018
DEG023	<p><b>Complete all Financial Certifications</b></p> <p>To complete all financial certifications required by the Act and Regulations.</p>	Local Government Act 1993 and Local Government (General) Regulation 2005	29/06/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG023	<p><b>Complete all Financial Certifications</b> To complete all financial certifications required by the Local Government Act 1993 and Local Government Act (General) Regulation 2005.</p>	Local Government Act 1993 and Local Government (General) Regulation 2005	13/08/2021
DEG026	<p><b>Recruitment</b> . Approve or refuse the appointment, engagement, or promotion of staff, subject to compliance with section 337 of the Act for Senior Staff . Approve or refuse the use of a recruitment consultant.</p>	Local Government Act 1993 section 337	29/06/2018
DEG026	<p><b>Recruitment</b> . Approve or refuse the appointment, engagement, or promotion of staff, subject to compliance with section 337 of the Act for Senior Staff . Approve or refuse the use of a recruitment consultant.</p>	Local Government Act 1993 Section 337	29/06/2018
DEG027	<p><b>Approve or Refuse Payment of Allowances and Employment Entitlements and Benefits</b> Approve or refuse payment of allowances and employment entitlements and benefits in accordance with the Local Government (State) Award 2017 and applicable employment contracts. As detailed in IHR04, IHR05, IHR06, IHR10</p>	Local Government (State) Award 2017	04/07/2018
DEG028	<p><b>Approve Salary Step Progressions for Staff</b> Approve salary step progression for staff in accordance with the Agreement and Council's</p>	Local Government (State) Award 2017	29/06/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG030	Reward and Recognition Framework Policy and the Local Government (State) Award 2017	Local Government Act 1993	29/06/2018
	<b>Dismiss Employees</b>	section 337	
	To dismiss employees or consultants/contractors on such terms that the General Manager deems appropriate, provided that prior to the dismissal of senior staff the General Manager consults with Council in accordance with section 337 of the Act.		
DEG031	<b>Approve or Refuse Career Enhancement Support</b> Approve or refuse education assistance to staff in accordance with Council's Career Enhancement Procedure.		04/07/2018
DEG032	<b>Approve or Refuse Flexible Work Arrangements</b> Approve or refuse flexible work arrangements for staff in accordance with Council's Policies.		29/06/2018
DEG033	<b>Approve a Report of Injury to Council's Workers Compensation Insurer</b> Approve a Report of Injury to Council's Workers Compensation Insurer		16/07/2019
DEG034	<b>Approve Leave</b> Approve or refuse leave having due regard to the proper functioning of the Council and maintenance of appropriate levels of service to the public and compliance with Council's Policies including: (a) Long		13/04/2021

Code	Name & Description	Legislation	Date Of Delegation
	<p>service (all types); (b) Annual; (c) Sick (Full Pay); (d) Carers; (e) Bereavement; (f) Jury service; (g) Trade union training leave; (h) Union conference leave; (i) Parental/maternity leave; (j) Emergency services (up to 5 days per calendar year); (k) Defence Force Reserve; (l) Study leave (if education assistance already approved); (m) Leave without pay; (n) Concurrent parental leave; (o) Purchased annual leave; (p) Approved leave of absence; (q) Sick (Half Pay); (r) Health and Wellbeing leave; and (s) Special leave with or without leave.</p>		
DEG035	<p><b>Approve Professional Development</b></p> <p>Approve attendance at professional development programs and reasonable out of pocket expenses, with pay in the following cases: (a) Professional body where staff members are full members of a relevant professional body that is running a conference or meeting - a maximum of five days leave at any one time, with a maximum in any one year of 15 days; (b) Field days where it is considered that the machinery to be displayed is of some relevance to Council's operations, that senior staff directly associated with the purchase of Council's machinery be allowed to attend one day only; (c) Executive of a professional body where an employee is elected to the executive of a professional body, special leave must fit within the parameters laid down under the professional body category; (d) Attendance at refresher courses</p>		20/05/2020

Code	Name & Description (for example, management courses) to be decided by Council in each particular case.	Legislation	Date Of Delegation
DEG036	<p><b>Approve Travelling and Subsistence Expenses</b></p> <p>(a) To approve or refuse the payment of domestic travel and subsistence expenses to staff in accordance with Council's Training and Development Policy and Procedure. (b) To approve or refuse the payment of international travel and subsistence expenses to staff in accordance with Council's Training and Development Policy and Procedure. (c) To approve or refuse overseas travel where it relates to training, operational or professional activities.</p>		29/06/2018
DEG036	<p><b>Approve Travelling and Subsistence Expenses</b></p> <p>(a) To approve or refuse the payment of domestic travel and subsistence expenses to staff in accordance with Council's Policies. (b) To approve or refuse the payment of international travel and subsistence expenses to staff in accordance with Council's Policies. (c) To approve or refuse overseas travel where it relates to training, operational or professional activities.</p>		28/01/2021
DEG037	<p><b>Approve Claims for the Loss of Personal Property - Staff</b></p> <p>To approve or refuse claims for the loss of personal property provided that such property was required for the normal performance of the staff member's</p>		04/07/2018



Code	Name & Description	Legislation	Date Of Delegation
	duties in terms of Council's policy and practice and the personal property was lost or destroyed in the course of employment through no fault or negligence of the employee.		
DEG038	<b>Approve Employment Outside of Council</b> To approve or refuse staff to engage, for remuneration, in private employment or contract work outside of the Council.		29/06/2018
DEG038	<b>Approve Employment Outside of Council</b> To approve or refuse staff to engage, for remuneration, in private employment or contract work outside of the Council.		29/06/2018
DEG039	<b>Authorise Personal Use of Council Equipment by Staff</b> To determine any requests for personal use of Council equipment for the undertaking of any work, and to determine in consultation with the relevant executive officer appropriate rental/hire charges for such use.		04/07/2018
DEG040	<b>Refuse, Approve or Conditionally Approve the Use of Intellectual Property Created in the Course of Employment with Council</b> To refuse, approve or conditionally approve any request by an existing or previous employee of Council for the non-exclusive use of intellectual		29/06/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG040	<p>property of the Council created by the employee during the course of their employment with Council, providing there is no monetary or commercial benefit to the employee.</p> <p><b>Refuse, Approve or Conditionally Approve the Use of Intellectual Property Created in the Course of Employment with Council</b></p> <p>To refuse, approve or conditionally approve any request by an existing or previous employee of Council for the non-exclusive use of intellectual property of the Council created by the employee during the course of their employment with Council, providing there is no monetary or commercial benefit to the employee.</p>		29/06/2018
DEG041	<p><b>Approve Variations to Industrial Instruments for Leave, Allowances or Conditions of Employment for not less than conditions in the Local Government (State) Award 2020</b></p> <p>Approve variations to the relevant industrial agreements for leave, allowances or conditions of employment for staff employed under the Local Government (State) Award 2020 in accordance with the relevant industrial relations legislation.</p>	Local Government (State) Award 2020	13/04/2021
DEG042	<p><b>Approve Council Employment Agreements in accordance with the Local Government (State) Award 2017</b></p>	Local Government (State) Award 2017	29/06/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG042	Approve Council Employment Agreements in accordance with the Local Government (State) Award 2017  <b>Approve Council Employment Agreements in accordance with the Local Government (State) Award 2020</b> Approve Council Employment Agreements in accordance with the Local Government (State) Award 2020	Local Government (State) Award 2020	28/01/2021
DEG043	<b>Approve or Refuse a Standard Appointment Recruitment Process</b> Approve the appointment, engagement, or promotion of staff in accordance with Council's Policies.		20/05/2020
DEG044	<b>Approve or Refuse an Exception Appointment Recruitment Process</b> Approve an appointment in accordance with Council's Recruitment and Selection Policy and Procedure where the conditions of offer have been enhanced in accordance with the Attraction and Retention Guidelines.		29/06/2018
DEG045	<b>Approve the Reclassification of Staff</b> To reclassify all staff in accordance with Council's Reward and Recognition Framework or equivalent policies.		20/05/2020

Code	Name & Description	Legislation	Date Of Delegation
DEG046	<p><b>Approve Job Status Change/Higher Grade Salary for Short Term</b></p> <p>Approve job status change/higher grade pay in short term acting situations in accordance with Council's Higher Duties Procedure.</p>		29/06/2018
DEG047	<p><b>Approve Overtime Payments</b></p> <p>Approve or refuse the payment of overtime in accordance with the Local Government (State) Award 2020.</p>	Local Government (State) Award 2020	13/04/2021
DEG048	<p><b>Deal with Industrial Disputes</b></p> <p>To deal with industrial disputes within the terms of existing Industrial Instruments.</p>		29/06/2018
DEG048	<p><b>Deal with Industrial Disputes</b></p> <p>To deal with industrial disputes within the terms of existing Industrial Instruments.</p>		29/06/2018
DEG049	<p><b>Hear Appeals by Employees regarding Employee Relations Issues</b></p> <p>To hear appeals by employees against decisions of other employees, in accordance with Council's Employee Grievance Procedure or similar policies.</p>		20/05/2020
DEG050	<p><b>Employ Staff to fill Short Term Casual Vacancies</b></p> <p>Employ Staff to fill Short Term Casual Vacancies</p>		29/06/2018
DEG050	<p><b>Employ Staff to fill Short Term Casual Vacancies</b></p>		29/06/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG051	<p>Employ Staff to fill Short Term Casual Vacancies</p> <p><b>Provide a Reference to a Potential Employer</b>            To provide a reference to a potential employer with the consent of a current or former employee: (a) Verbal references can be provided to a potential employer. (b) Written references on Council letterhead can only be provided by the General Manager and/or CEO and Directors. Without the consent of a current or former employee the only information that can be provided to a potential employer, is confirmation that the person has worked for Council, the duration of that work and the position occupied during that time.</p>		01/04/2022
DEG052	<p><b>Authorise and Co-authorise Tax File Number (TFN) Declaration Forms</b>            Authorise and Co-authorise Tax File Number (TFN) Declaration Forms</p>		29/06/2018
DEG052	<p><b>Authorise and Co-authorise Tax File Number (TFN) Declaration Forms</b>            Authorise and Co-authorise Tax File Number (TFN) Declaration Forms</p>		29/06/2018
DEG053	<p><b>Make or Authorise Public and Media Statements involving Council in line with Council's Media Policy</b></p>		04/07/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG055	<p>(a) To make or authorise public statements (b) Issue media releases on matters involving the Council.</p> <p><b>Exercise Discretion in Referring Correspondence</b> To exercise discretion in regard to referring correspondence to various officers for attention.</p>		29/06/2018
DEG056	<p><b>Reply to and Sign all Routine Correspondence and Other Forms</b> (a) To reply to all routine correspondence that does not require the prior consideration of Council. (b) To exercise discretion in regard to referring correspondence to various Council officers for attention.</p>		28/01/2021
DEG057	<p><b>Sign and Execute Documents under the Seal of Council</b> To sign and execute documents under the seal of Council in conjunction with either the Mayor or a Councillor.</p>		29/06/2018
DEG058	<p><b>Sign Contracts, Deeds and Agreements that do not require the Council Seal</b> To sign Contracts, Deeds and Agreements that do not require the Council Seal</p>		29/06/2018
DEG059	<p><b>Sign Funding Applications once approved by Council</b> Sign Funding Applications once approved by Council</p>		29/06/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG059	<p><b>Sign Funding Applications once approved by Council</b> Sign Funding Applications once approved by Council</p>		08/05/2019
DEG060	<p><b>Negotiate and Enter into Leases, Licences, Memorandums of Understanding and other Legal Transactions</b> Authority to negotiate and enter into any form of Lease, Licence, Memorandum of Understanding or other transaction for use of land or assets, subject to compliance with the Local Government Act 1993, and subject to the General Manager and/or CEO making reasonable enquiries into the appropriate payments to be made to Council and consulting with Council's solicitor to determine the appropriate format of the legal agreement.</p>	Local Government Act 1993	01/04/2022
DEG061	<p><b>Invite Groups or Individuals to Address Council or Committee Meetings</b> Invite Groups or Individuals to Address Council or Committee Meetings</p>		29/06/2018
DEG062	<p><b>Act as Council's Public Officer</b> To act as the Public Officer in relation to functions contained within section 343 of the Local Government Act 1993.</p>	Local Government Act 1993 section 343	28/01/2021
DEG064	<p><b>Manage the Renewal and Maintenance of Domain Names and IP Addresses</b></p>		16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG065	<p>Manage the Renewal and Maintenance of Domain Names and IP Addresses</p> <p><b>Manage the renewal and maintenance of Australian Communications and Media Authority radio transmission licences</b></p> <p>Manage the renewal and maintenance of Australian Communications and Media Authority radio transmission licences as they apply to Council and in accordance with the Radiocommunications Act 1992.</p>	Radiocommunications Act 1992	29/06/2018
DEG065	<p><b>Manage the renewal and maintenance of Australian Communications and Media Authority radio transmission licences</b></p> <p>Manage the renewal and maintenance of Australian Communications and Media Authority radio transmission licences as they apply to Council and in accordance with the Radiocommunications Act 1992 (Cth).</p>	Radiocommunications Act 1992 (Cth)	29/06/2018
DEG066	<p><b>Appoint Staff to Consultative Committee and Health and Safety Committee</b></p> <p>(a) Appoint management/employer representatives to the Staff Consultative Committee and the Health and Safety Committee (b) Consider and determine matters arising from the Staff Consultative Committee and the Health and Safety Committee.</p>		04/07/2018



Code	Name & Description	Legislation	Date Of Delegation
DEG067	<p><b>Respond to and Liaise with the Minister and the Department</b></p> <p>To respond and liaise with the Minister and his/her representatives and the department in relation to correspondence, inquiries or requests for information.</p>		29/06/2018
DEG067	<p><b>Respond to and Liaise with the Minister and the Department</b></p> <p>To respond and liaise with the Minister and his/her representatives and the department in relation to correspondence, inquiries or requests for information.</p>		29/06/2018
DEG068	<p><b>Determine Applications under the Government Information (Public Access) Act 2009</b></p> <p>Determine Applications under the Government Information (Public Access) Act 2009 (a) Proactive release of information; (b) Informal access to information; (c) To determine formal applications for access to Council information under the Government Information (Public Access) Act 2009. (d) Review formal applications.</p>	Government Information (Public Access) Act 2009	16/07/2019
DEG069	<p><b>Act as Code of Conduct Complaints Coordinator and Alternate Complaints Coordinator</b></p> <p>Act as Code of Conduct Complaints Coordinator and Alternate Complaints Coordinator</p>		29/06/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG071	<b>Receive and Investigate Privacy Complaints</b> Receive and Investigate Privacy Complaints		29/06/2018
DEG071	<b>Receive and Investigate Privacy Complaints</b> Receive and Investigate Privacy Complaints		29/06/2018
DEG072	<b>Receive Complaints and Authorise Investigation under Child Protection Policy</b> To receive complaints and authorise investigation under the Child Protection Policy and to determine the action to be taken by the appropriate officer in regard to any complaints or requests received.		16/07/2019
DEG073	<b>Investigate Complaints about Staff under Child Protection Policy</b> Investigate Complaints about Staff under Child Protection Policy		29/06/2018
DEG073	<b>Investigate Complaints about Staff under Child Protection Policy</b> Investigate Complaints about Staff under Child Protection Policy		29/06/2018
DEG074	<b>Investigate Complaints about Family Day Carers under Child Protection Policy</b> Investigate Complaints about Family Day Carers under Child Protection Policy. Note: Carers are also known as Educators		16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG075	<p><b>Authorise Action on General Complaints about Staff from an Internal Source</b></p> <p>To authorise action to be taken by the appropriate officer in regard to any complaints or requests received, where the complaint is from an internal source.</p>		29/06/2018
DEG076	<p><b>Authorise Action on General Complaints about Staff from an External Source</b></p> <p>To authorise action to be taken by the appropriate officer in regard to any complaints or requests received, where the complaint is from an external source.</p>		16/07/2019
DEG077	<p><b>Installation, operation and retrieval of CCTV cameras and their footage</b></p> <p>(a) Approve the viewing and/or retrieval of stored CCTV footage; (b) Approve installation of new CCTV cameras; (c) Maintain the register of fixed CCTV camera locations.</p>		29/06/2018
DEG078	<p><b>Issue or Carry on Proceedings (including prosecutions), and to act and negotiate on behalf of Council on Legal issues</b></p> <p>(a) To lay information, to initiate or carry on, to act on behalf of Council and to negotiate on matters in issue between parties in any proceedings in any Court or Tribunal, including but not limited to, the Local, District or Supreme Courts of any State or</p>		20/05/2020

Code	Name & Description	Legislation	Date Of Delegation
DEG079	Territory, any Industrial Relations Tribunal or Commission, and the Land and Environment Court; and (b) To instruct and engage Council's Solicitors and Counsel where considered necessary. (c) To authorise the issue or withdrawal of any penalty infringement notices or complaint or the institution of any proceedings for the recovery of any penalty or the making of any order for or in respect of any offence, nuisance, or any other matter or thing whatsoever which the Council might be entitled to recover or seek under any Act or Regulation.		29/06/2018
DEG081	<b>Authorise an Approved Officer to lay Information before the Court for Non-Payment of Penalties</b> Authorise an Approved Officer to lay Information before the Court for Non-Payment of Penalties		29/06/2018
DEG082	<b>Authorise the Issue of On-the-Spot Penalty Notices</b> To authorise the issue of 'on-the-spot' penalty infringement notices and to commence Court proceedings where necessary.		04/07/2018
	<b>Determine the Fee for the Provision of Council Employees as Witnesses and Information in Court Cases</b> To determine the fee to be charged for the provision of Council's employees as witnesses and/or the supplying of information for Court cases in		

Code	Name & Description	Legislation	Date Of Delegation
DEG083	<p>accordance with Council's fees and charges adopted by Resolution of Council.</p> <p><b>Issue Notices of Intention to Issue Orders and Orders under the Local Government Act 1993</b></p> <p>Issue Notices of Intention to Issue Orders under section 124 and section 132 the Local Government Act 1993</p>	<p>Local Government Act 1993</p> <p>section 124 and section 132, Section 124, Section 132</p>	28/01/2021
DEG084	<p><b>Issue Notices of Intention to Issue Orders and Orders under the Environmental Planning and Assessment Act 1979</b></p> <p>Issue Notices of Intention to Issue Orders and Orders under the Environmental Planning and Assessment Act 1979</p>	<p>Environmental Planning and Assessment Act 1979</p>	16/07/2019
DEG085	<p><b>Issue Notices of Intention to Issue Orders and Orders under the Protection of the Environment Operations Act 1997</b></p> <p>Issue Notices of Intention to Issue Orders and Orders under the Protection of the Environment Operations Act 1997</p>	<p>Protection of the Environment Operations Act 1997</p>	29/06/2018
DEG086	<p><b>Issue Notices of Intention to Issue Orders and Orders under the Companion Animals Act 1998</b></p> <p>Issue Notices of Intention to Issue Orders and Orders under the Companion Animals Act 1998</p>	<p>Companion Animals Act 1998</p>	16/07/2019
DEG087	<p><b>Issue Orders, Directions and Notices under the Roads Act 1993.</b></p>	<p>Roads Act 1993</p>	20/05/2020

Code	Name & Description	Legislation	Date Of Delegation
	Issue Orders, Directions and Notices under the Roads Act 1993.		
DEG088	<p><b>Determine Development Applications (including Section 4.55 and Modification Applications) and Complying Development Applications made under the Environmental Planning and Assessment Act 1979 and relevant Regulations</b></p> <p>(a) To determine development applications (including applications made pursuant to Section 4.55 and Section 4.56 of the Environmental Planning and Assessment Act 1979, Complying Development Applications and Subdivision applications) that comply with relevant Acts and Regulations together with Council's LEP and DCP, any other relevant DCP and Council policies and no material objections have been received. (b) To determine development applications (including applications made pursuant to Section 4.55 and Section 4.56 of the Environmental Planning and Assessment Act 1979 and relevant Regulations and Subdivision applications as (a) above except where approval of the application would result in a material adverse impact on a person who made a written objection to the application due to non-compliance with a development standard in Council's LEP. Delegated approval is permissible if that objection can be resolved through a condition of consent or has been addressed by way of amendment to plans. (c) To determine applications made pursuant to Section 4.55 and Section 4.56 of</p>	<p>Environmental Planning and Assessment Act 1979</p> <p>Section 96 and Section 96AA</p>	13/04/2021

Code	Name & Description	Legislation	Date Of Delegation
DEG089	<p>the Environmental Planning and Assessment Act 1979, and relevant Regulations, where objections have been received but those objections do not raise any issues not covered when the original application was determined (d) To determine applications made pursuant to and in accordance with Section 4.55 and Section 4.56 of the Environmental Planning and Assessment Act 1979, and relevant Regulations, where objections have been received but those objections do not raise any issues not covered when the original application was determined. (e) To determine Modification Applications pursuant to the Environmental Planning and Assessment Act 1979.</p> <p>Note: (1) Notwithstanding subclauses (a) and (b) above, any development application or application to modify a consent must be referred to Council for determination, following a written request from at least two Councillors to the General Manager. (2) Notwithstanding subclauses (a) and (b) above, any development application or application to modify a consent that, in the opinion of the Director Planning &amp; Environment, is of significant public interest or where any determination may result in major policy implications must be referred to Council for determination.</p>		08/05/2019
	<p><b>Approve Storm Water Drainage Works Connections that Revert to Council</b></p>		

Code	Name & Description	Legislation	Date Of Delegation
DEG090	<p>Where the Council has approved a subdivision/development subject to the construction of a storm water drainage works that revert to the care, control and management of Council by the applicant, to approve such works upon submission of all necessary plans and documentation.</p> <p><b>Approve Storm Water Drainage Work Connections from Private Property to Council's Storm Water Systems</b></p> <p>To approve or refuse all connections from private property to Council's storm water systems where those works are for the sole benefit of the development and do not revert to the core control and management of the Council.</p>	Local Government Act 1993	04/07/2018
DEG091	<p><b>Implement the Adopted Operational Plan and Four-Year Delivery Program</b></p> <p>To implement any work, service or action provided for in the adopted Delivery Program / Operational plan without further reference to Council except for:                      . the acceptance of tenders which are required under the Local Government Act 1993 to be invited by the Council, and the determination of project priorities where lump sum funding for a program has been provided.</p>	Local Government Act 1993	01/04/2022
DEG092	<p><b>Engage Contractors for the Removal of Derelict Vehicles from Roads, Road Reserves and Public Places</b></p>	Impounding Act 1993	04/07/2018



Code	Name & Description	Legislation	Date Of Delegation
DEG093	<p>Authority to engage contractors to remove derelict vehicles from roads, road reserves and public places in accordance with the Impounding Act 1993.</p> <p><b>Approve Applications for Street Activities, Street Stalls and Issue Busking Permits</b></p> <p>. To approve applications for street stalls, button days, appeals but excluding door-knock appeals. . To approve applications for street stalls within the area in accordance with Council's policy and practice. . To issue busking permits subject to Council's policies and conditions.</p>		28/01/2021
DEG094	<p><b>Approve Applications for Filming/Photographing in Parks, Reserves and Public Places</b></p> <p>To approve applications to film/photograph in Council's parks, reserves and public places subject to the conditions and fees determined by Council.</p>		04/07/2018
DEG095	<p><b>Approve the Casual Use of Council Parks and Properties</b></p> <p>To approve or refuse applications for the casual use of parks in accordance with policies and subject to approved fees (if any).</p>		08/05/2019
DEG096	<p><b>Enforce the Payment of Rates</b></p> <p>To issue notices under the Act for the recovery of rates. To approve alternative options for the collection of outstanding rates, including collection</p>	Local Government Act 1993	04/07/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG097	<p>of rent in lieu of rates, issuing of proceedings, accepting exchange of land and such other alternatives available to Council under the Act.</p> <p><b>Authorise Amendments to the Rate Register</b>                      Authority to: (a) amend the rate and valuation books/records where such amendment is necessary by reason of change of ownership, occupancy or address; (b) insert in the rate book the name of a rate or person whose land has not been valued because of an omission by the Valuer General in terms of the provisions of the Local Government Act 1993; (c) insert the name of any person who ought to have been rated or who since the making of the rate has become liable to be rated; (d) strike out the name of any person who ought not to have been rated; (e) raise or reduce the sum of rates owing due to error; (f) include any land which ought to have been rated; (g) to write off accrued interest to a maximum of \$50.</p>	Local Government Act 1993	13/04/2021
DEG098	<p><b>Take Legal Action for the Recovery of Unpaid Rates and Charges and Unpaid Sundry Debtors</b>                      To take all necessary legal action at any time for the recovery of unpaid rates and charges and unpaid sundry debtors in accordance with the Local Government Act 1993</p>	Local Government Act 1993	28/01/2021

Code	Name & Description	Legislation	Date Of Delegation
DEG099	<p><b>Issue Notices to require the Payment of Rent in lieu of Rates</b></p> <p>To issue notices under the Local Government Act 1993 for the recovery of outstanding rates by requiring the payment of rent to Council in lieu of rates.</p>	Local Government Act 1993	13/04/2021
DEG100	<p><b>Resolve or Authorise Settlement of Liability Claims</b></p> <p>To resolve claims on Council's behalf a) up to the excess on insurance policies b) above the level of the excess applicable to each insurance policy where an insurance claim is not made or an insurance claim is not accepted by the insurer, or c) there is no insurance in place.</p>		04/07/2018
DEG101	<p><b>Authorise and Sign Notices to Quit to Tenants of Council Properties</b></p> <p>To authorise and sign notices to quit to tenants whose rent arrears exceed four weeks, or to take such alternative action necessary to manage tenants and recover outstanding rent or payments.</p>		08/05/2019
DEG102	<p><b>Approve or Refuse to grant Council's consent to a third party development application that may traverse or Impact upon Council Land</b></p> <p>Approve or Refuse to grant Council's consent to a third party development application that may traverse or Impact upon Council Land</p>		16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG103	<p><b>Authorise the Maintenance and Repair of Council Properties</b> To authorise repairs/maintenance of Council's buildings, equipment and plant within the limits approved in the annual budget.</p>		08/05/2019
DEG104	<p><b>Authorise Expenditure for Maintenance and Replacement of Council Motor Vehicles and Plant</b> To requisition and authorise the expenditure of funds for the repair, maintenance and replacement of Council's plant, equipment and vehicles.</p>		29/06/2018
DEG105	<p><b>Let or Hire Council Plant and Equipment and Determine Plant and Equipment Hire Rates</b> To let or hire any of the Council's public works, plant, machinery and equipment in accordance with rates determined by Council.</p>		28/01/2021
DEG106	<p><b>Suspend or cancel the operation of an Alcohol-Free Zone in accordance with section 645 of the Act.</b> Suspend or cancel the operation of an Alcohol-Free Zone in accordance with section 645 of the Act.</p>	Local Government Act 1993	29/06/2018
DEG107	<p><b>Authorise Contribution to Cost of Dividing Fences on Council Property</b> Authority to contribute on behalf of Council half the cost of fencing a boundary common to land owned by Council or under the Council's care, control and</p>	Dividing Fences Act 1991 Section 645	08/05/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG109	<p>management subject to two quotations being obtained and subject to compliance with the Dividing Fences Act 1991, where applicable.</p> <p><b>Operate and Maintain Council's Waste Management Centre (Landfill) in accordance with all applicable legislative requirements</b></p> <p>Operate and Maintain Council's Waste Management Centre (Landfill) in accordance with all applicable legislative requirements</p>		08/05/2019
DEG110	<p><b>Operate and maintain Council's Cemetery/Crematorium in accordance with all applicable legislative requirements</b></p> <p>Operate and maintain Council's Cemetery/Crematorium in accordance with all applicable legislative requirements</p>		16/07/2019
DEG112	<p><b>Exercise the Powers of Council's Impounding Officer</b></p> <p>Exercise the Powers of Council's Impounding Officer</p>		16/07/2019
DEG113	<p><b>Approve or refuse applications for pruning or removal of trees</b></p> <p>Approve or refuse an application for a Vegetation Removal Permit under the State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017, or an application under any other applicable Environmental Planning Instrument, to prune, top, lop or remove trees or vegetation either on the</p>		01/04/2022

Code	Name & Description	Legislation	Date Of Delegation
DEG114	<p>applicant's property or Council's property, subject to the payment of any required fee.</p> <p><b>Issue Parking Infringement Notices</b> To issue parking infringement notices on behalf of Council for offences listed in the fixed penalty handbook under the self enforcing infringement notice scheme.</p>		28/01/2021
DEG116	<p><b>Approve Temporary Road Closures</b> To approve temporary road closures where: The temporary road closure is not more than two consecutive days. Roads and Maritime Service approves the Traffic Management Plan and grants a road occupancy licence (as required). The NSW Police approve the closure. The application complies with Council's Conditions of Closure.</p>		08/05/2019
DEG117	<p><b>Make Sign Adjustments</b> To undertake the following sign adjustments: Change existing parking restriction times to Council's standard times; Move existing signs to a more visible location (for example, move a sign hidden behind a tree trunk); Install "repeater"/additional signs (for example, where there are existing parking restrictions signs, install an additional sign in the middle to emphasise the restrictions). Change old</p>		04/07/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG123	<p>"No Standing" signs to "No Parking" signs as per the Australian Road Rules</p> <p><b>Approve the Construction of Vehicular Crossings and Footpath Restorations</b></p> <p>To approve or refuse the construction of vehicular crossings and/or restoration works on Council land or over Council controlled road reserves.</p>		04/07/2018
DEG124	<p><b>Approve the Installation of Additional Street Lighting</b></p> <p>To approve the installation of additional street lighting facilities and associated charges.</p>		08/05/2019
DEG125	<p><b>Endorse/Sign Positive Covenants, Easements and Section 88B Instruments under the Conveyancing Act 1919</b></p> <p>. To approve and sign the grant or removal of a positive covenant or restriction contained in any positive covenant, easement and/or section 88B instrument under the Conveyancing Act 1919. To suspend the operation of any regulatory instrument in reliance upon section 3.16 of the Environmental Planning and Assessment Act and subject to any Council Policy and the Law.</p>	<p>Conveyancing Act 1919 Environmental Planning and Assessment Act 1979 section 88B section 3.16</p>	04/07/2018
DEG126	<p><b>Determine Public Notification of Applications</b></p> <p>To determine public notification of applications: (a) To determine whether an application should be exempted from notification in accordance with</p>		08/05/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG129	<p>Council policy. (b) To determine such persons who own land or who reside in properties that may be detrimentally affected by the development and to ensure such persons are notified in accordance with Council's policy.</p>		04/07/2018
DEG130	<p><b>Exercise Council's Power to Carry out Work on Private Land for an Amount fixed by Council</b></p> <p>To exercise Council's power to carry out work on private land, subject to the consent of the owner and/or a legal right for Council to carry out the works.</p>		20/05/2020
DEG133	<p><b>Authorise One-off Variations of Working Hours on Building Work Sites where the Matter is one of Public Safety</b></p> <p>To authorise a one-off variation to the restricted hours of building works where: (a) urgent building works to be carried out; (b) large cranes have to stand on streets; (c) the loading/unloading of materials and pouring of the concrete which would otherwise cause interference to traffic; and (d) the erection or removal of hoarding tower cranes, awnings and the like.</p>		08/05/2019



Code	Name & Description	Legislation	Date Of Delegation
DEG134	<p>Allocation of vehicles (e) Alternative user procedures initial equipment including tyres, general maintenance and cleaning of cars.</p> <p><b>Issue of Permits, Certificates or Approvals</b> To approve or refuse the issue of permits, certificates and approvals for activities that are required to be regulated under the provisions of the Local Government Act 1993 and the Environmental Planning and Assessment Act 1979 or related legislation; including, but not limited to: Section 68 Approvals under the Local Government Act 1993; all building information certificates, construction certificates, subdivision certificates, certificates of classifications and occupation certificates.</p>	<p>Local Government Act 1993 Environmental Planning and Assessment Act 1979</p>	01/04/2022
DEG135	<p><b>Determine Extensions of Development Consent</b> To determine applications for extensions of time in regard to use or development consent in accordance with the provisions of the Environmental Planning and Assessment Act 1979 where the proposal generally complies with current planning controls.</p>	<p>Environmental Planning and Assessment Act 1979</p>	29/06/2018
DEG136	<p><b>Issue General Infringement/Penalty Notices relating to Local Government Act 1993</b> To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Local Government Act 1993.</p>	<p>Local Government Act 1993</p>	16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG137	<p><b>Issue General Infringement/Penalty Notices relating to Road Rules 2014</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Road Rules 2014.</p>	Road Rules 2014	08/05/2019
DEG138	<p><b>Issue General Infringement/Penalty Notices relating to Companion Animals Act 1998</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Companion Animals Act 1998</p>	Companion Animals Act 1998	16/07/2019
DEG139	<p><b>Issue General Infringement/Penalty Notices relating to Companion Animals Regulations 2018</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Companion Animals Regulation 2018</p>	Companion Animals Regulations 2018	08/05/2019
DEG140	<p><b>Issue General Infringement/Penalty Notices relating to Road Transport (General) Regulation 2013</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Road Transport (General) Regulation 2013</p>	Road Transport (General) Regulation 2013	16/07/2019
DEG141	<p><b>Issue General Infringement/Penalty Notices relating to Roads Act 1993</b></p>	Roads Act 1993	08/05/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG142	To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Roads Act 1993  <b>Issue General Infringement/Penalty Notices relating to Impounding Act 1993</b>	Impounding Act 1993	16/07/2019
DEG143	To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Impounding Act 1993  <b>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations Act 1997</b>	Protection of the Environment Operations Act 1997	08/05/2019
DEG144	To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Protection of the Environment Operations Act 1997  <b>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations (Clean Air) Regulation 2010</b>	Protection of the Environment Operations (Clean Air) Regulations 2010	16/07/2019
DEG145	To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Protection of the Environment Operations (Clean Air) Regulation 2010  <b>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations (Noise Control) Regulation 2017</b>	Protection of the Environment Operations (Noise Control) Regulations 2017	08/05/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG146	Protection of the Environment Operations (Noise Control) Regulation 2017  <b>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations (Waste) Regulation 2014</b> To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Protection of the Environment Operations (Waste) Regulation 2014	Protection of the Environment Operations (Waste) Regulation 2014	16/07/2019
DEG147	<b>Issue General Infringement/Penalty Notices relating to Swimming Pools Act 1992</b> To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Swimming Pools Act 1992	Swimming Pools Act 1992	08/05/2019
DEG151	<b>Issue General Infringement/Penalty Notices relating to Environmental Planning &amp; Assessment Act 1979</b> To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Environmental Planning & Assessment Act 1979	Environmental Planning & Assessment Act 1979	20/05/2020
DEG152	<b>Issue General Infringement/Penalty Notices relating to Environmental Planning and Assessment Regulation 2000</b> To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to	Environmental Planning and Assessment Regulation 2000	16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG153	<p>Environmental Planning and Assessment Regulation 2000</p> <p><b>Issue General Infringement/Penalty Notices relating to Food Act 2003</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Food Act 2003</p>	Food Act 2003	29/06/2018
DEG154	<p><b>Issue General Infringement/Penalty Notices relating to Food Regulation 2015</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Food Regulation 2015</p>	Food Regulation 2015	16/07/2019
DEG155	<p><b>Issue General Infringement/Penalty Notices relating to Graffiti Control Act 2008 and Graffiti Control Regulation 2014</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Graffiti Control Act 2008 and Graffiti Control Regulation 2014</p>	Graffiti Control Act 2008	29/06/2018
DEG156	<p><b>Issue General Infringement/Penalty Notices relating to Crown Land Management Act 2016</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Crown Land Management Act 2016</p>	Crown Land Management Act 2016	16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG158	<p><b>Issue General Infringement/Penalty Notices relating to Public Health Act 2010</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Public Health Act 2010</p>	Public Health Act 2010	08/05/2019
DEG159	<p><b>Issue General Infringement/Penalty Notices relating to Public Health Regulation 2012</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Public Health Regulation 2012</p>	Public Health Regulation 2012	16/07/2019
DEG160	<p><b>Issue General Infringement/Penalty Notices relating to Boarding Houses Act 2012</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Boarding Houses Act 2012</p>	Boarding Houses Act 2012	08/05/2019
DEG161	<p><b>Issue General Infringement/Penalty Notices relating to Road Regulations 2008</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Roads Regulation 2018</p>	Roads Regulation 2018	16/07/2019
DEG162	<p><b>Issue General Infringement/Penalty Notices relating to Biosecurity Act 2015</b></p> <p>To issue Infringement Notices under the Self Enforcing Infringement Notice Scheme relating to Biosecurity Act 2015</p>	Biosecurity Act 2015	08/05/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG163	<p><b>Act on Council's behalf in all matters relating to the Companion Animals Act 1998</b></p> <p>(a) To act on Council's behalf in all matters relating to the administration of Impounding contracts and service provisions in accordance with Council policy and guidelines. (b) To administer the provisions of the Companion Animals Act 1998 including the authorisations of prosecutions and consideration of appeals for leniency from on the spot fines.</p>	Companion Animals Act 1998	01/04/2022
DEG167	<p><b>Approve, Refuse or Condition Applications for School/Community Groups Visitation to Council Properties</b></p> <p>To approve, refuse or condition any application for school and community group visitation to Council owned or controlled properties.</p>		08/05/2019
DEG168	<p><b>Approve Applications for Charity Collections</b></p> <p>To approve applications for charity collections in the local business district(s). Note: Maximum of two charities on any one day.</p>		04/07/2018
DEG170	<p><b>Manage Issues relating to Numbering of Buildings</b></p> <p>To require owners or occupiers of land on which buildings are erected and which have frontages/entrances from roads, to mark the building, fence or road frontage with such numbers</p>		04/07/2018

Code	Name & Description	Legislation	Date Of Delegation
DEG171	<p>and in the manner and form that may from time to time be required.</p> <p><b>Approve Applications for the Removal of Vehicular Crossings</b></p> <p>To approve or refuse applications for the removal of vehicular crossings.</p>		08/05/2019
DEG172	<p><b>Sign as Owner of Council Properties for Applications for Development/Building Consent</b></p> <p>Sign as Owner of Council Properties for Applications for Development/Building Consent</p>		16/07/2019
DEG173	<p><b>Determine the Disposal Price and Time of Council Plant and Equipment by Auction</b></p> <p>To determine the disposal price and time of disposal for Council's plant and equipment.</p>		29/06/2018
DEG174	<p><b>Determine the Reserve Price and Disposal of Plant, Equipment and Vehicles by Public Auction, Tender or Trade-in</b></p> <p>Authority to approve a sale price for Council plant, equipment or vehicles by public auction, tender or trade-in if: . the best offer is more than 10% below the reserve price; and / or . the reserve price has been set by consulting either a valuer, auctioneer, or professional book (ie, Red Book); and / or . results from previous auctions for similar plant, equipment</p>		16/07/2019



Code	Name & Description	Legislation	Date Of Delegation
DEG175	<p>or vehicles has been considered (a) determine the reserve price and disposal method for IT equipment</p> <p><b>Approve or Refuse an Application for Road Rules 2014 Compliance Signs</b></p> <p>To approve or refuse an application for Road Rules 2014 compliance signs (for example, 10m "No Stopping" restrictions at intersections), where the NSW Police agree with the approval or refusal.</p>	Road Rules 2014	08/05/2019
DEG176	<p><b>To Administer the Provisions of the Roads Act 1993, Road Transport Act 2013 and Road Rules 2014 as they apply to Council</b></p> <p>To Administer the Provisions of the Roads Act 1993, Road Transport Act 2013 and Road Rules 2014 as they apply to Council subject to any applicable standards, protocols and directions from State Government departments and/or NSW Police.</p>	Roads Act 1993 Road Rules 2014	08/05/2019
DEG177	<p><b>Exercise Authority under the Roads Act 1993 in connection with the assessment of Development Applications, Construction Certificates and Complying Development Certificates</b></p> <p>Exercise Authority under the Roads Act 1993 in connection with the assessment of Development Applications, Construction Certificates and Complying Development Certificates (a) Fix the levels of the public roads. (b) Determine levels of public roads after considering public submissions. (c) Direct restoration of road works. (d) Regulate traffic</p>	Roads Act 1993	16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
	<p>by means of barriers or notices. (e) Enter upon any land subject to the requirements of the Roads Act 1993. (f) Carry out inspections and investigations upon any land subject to the requirements of the Roads Act 1993. (g) Remove, place guard around any matter or thing within a road which in his opinion may be a danger to the public. (h) Direct any person causing an obstruction or danger in a road to remove such obstruction or danger (including the removal of redundant gutter crossing, kerbs and footpaths). (i) To approve or refuse the construction of vehicular crossings and/or restoration works. (j) Prevent the damage of or interface with any public road (k) Determine applications for hoarding permits.</p>		
DEG178	<p><b>Issue Approvals under Section 138 of the Roads Act 1993 where Public Safety is an Issue</b> Issue Approvals under Section 138 of the Roads Act 1993 where Public Safety is an Issue</p>	Roads Act 1993 Section 138	29/06/2018
DEG181	<p><b>Approve or Refuse Applications for Construction Certificates</b> (a) To approve or refuse applications for Construction Certificates which comply in all respects with the requirements of the Building Code of Australia, the Local Government Act 1993, the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2000 and Assessment Regulation</p>	Building Code of Australia Local Government Act 1993 Environmental Planning and Assessment Act 1979 Council's Planning Controls and Policies Environmental Planning and Assessment Regulation 2000 and Environmental Planning and Assessment Regulation 2021	01/04/2022

Code	Name & Description	Legislation	Date Of Delegation
	<p>2000, Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021, Council's Planning Controls and Policies and do not depart from the conditions and plans of the development consent. (b) To refuse an application for Construction Certificate proposing the erection of a building which does not comply with the requirements of either Council's LEP, the Building Code of Australia, the Local Government Act 1993, the Environmental Planning and Assessment Act 1979 and Environmental Planning and Assessment Regulation 2000 there under or relevant conditions of development consent.</p>		
DEG182	<p><b>Issue Building Information Certificates, Classification / Occupancy Certificates</b>                      To approve, refuse and sign all building information certificates and certificates of classifications and certificates of occupancies required under the Local Government Act 1993, the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2000, Environmental Planning and Assessment Regulation 2021, Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 and/or the Building Code of Australia.</p>	<p>Local Government Act 1993                      Environmental Planning and Assessment Act 1979                      Building Code of Australia                      Environmental Planning and Assessment Regulation 2000 and Environmental Planning and Assessment Regulation 2021</p>	<p>01/04/2022</p>

Code	Name & Description	Legislation	Date Of Delegation
DEG183	<p><b>Accept Structural and Mechanical Ventilation Drawings</b></p> <p>To accept structural drawings, mechanical ventilation and other detailed drawings which comply with the requirements of the Building Code of Australia, Local Government Act 1993, the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2000, Environmental Planning and Assessment Regulation 2021, Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 and related Australian Standards where an Engineers certification has been submitted (by a practising Engineer or accredited certifier) certifying the design criteria used, and compliance with the relevant statutory codes.</p>	<p>Building Code of Australia Local Government Act 1993 Environmental Planning and Assessment Act 1979 Environmental Planning and Assessment Regulation 2000 and Environmental Planning and Assessment Regulation 2021</p>	01/04/2022
DEG184	<p><b>Approve Applications for Strata/Subdivision Plans</b></p> <p>To approve applications for strata/subdivision that comply with the Local Government Act 1993 and the Environmental Planning and Assessment Act 1979 and Regulations and the relevant provisions of the Strata Schemes Development Act 2015 and associated regulations; and any development consent issued (including release of the Subdivision plans and Certificates), including signature/endorsement of linen plans.</p>	<p>Local Government Act 1993 Environmental Planning and Assessment Act 1979 Environmental Planning and Assessment Regulation 2000 Strata Schemes Development Act 2015</p>	08/05/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG185	<p><b>Review Notice of Determinations</b>                      To review Notice of Determinations issued under delegated authority in accordance with the requirements of the Local Government Act 1993, the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2000, Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021. Note: Reviewer is not to be original determiner or subordinate of original determiner in accordance with limitation imposed by Section 377(1)(o) of the Local Government Act 1993.</p>	<p>Local Government Act 1993                      Section 377                      Environmental Planning and Assessment Act 1979                      Environmental Planning and Assessment Regulation 2000 and Environmental Planning and Assessment Regulation 2021</p>	01/04/2022
DEG187	<p><b>Exercise all powers of Council under the Library Act 1939</b>                      Exercise all powers of Council under the Library Act 1939</p>	Library Act 1939	16/07/2019
DEG188	<p><b>Authorise the Purchase, De-commissioning and Donation of Library Books</b>                      Authorise the Purchase, De-commissioning and Donation of Library Books</p>		08/05/2019
DEG190	<p><b>Approve the Use of Community Buses</b>                      To approve all requests for the use of Council's community buses in accordance with Council's policy</p>		08/05/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG192	and fees and to grant discounts/rebates in accordance with policy.  <b>Perform the Functions in relation to Local Environment Plans</b> Perform the Functions in relation to Local Environment Plans subject to the Minister delegating functions under Section 3.36 of the Environmental Planning and Assessment Act 1979 and subject to Council resolving to accept the Ministerial delegation. Only those functions identified in the Ministerial delegation may be carried out.	Environmental Planning and Assessment Act 1979 Section 3.36	08/05/2019
DEG194	<b>Administer the Provisions and Functions of the Boarding House Act 2012 and associated Regulation</b> Administer the Provisions and Functions of the Boarding House Act 2012 and associated Regulation	Boarding Houses Act 2012	08/05/2019
DEG195	<b>Administer the Provisions and Functions of the Children and Young Persons (Care and Protection) Act 1998 and associated Regulation</b> Administer the Provisions and Functions of the Children and Young Persons (Care and Protection) Act 1998 and associated Regulation	Children and Young Persons (Care and Protection) Act 1998	16/07/2019
DEG197	<b>Administer the Provisions and Functions of the Community Land Development Act 1989 and associated Regulation</b>	Community Land Development Act 1989	16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG198	Administer the Provisions and Functions of the Community Land Development Act 1989 and associated Regulation	Companion Animals Act 1998	08/05/2019
DEG199	<b>Administer the Provisions and Functions of the Companion Animals Act 1998 and associated Regulation</b> Administer the Provisions and Functions of the Companion Animals Act 1998 and associated Regulation	Companion Animals Act 1998	08/05/2019
DEG199	<b>Administer the Provisions and Functions of the Conveyancing Act 1919 and associated Regulation</b> Administer the Provisions and Functions of the Conveyancing Act 1919 and associated Regulation	Conveyancing Act 1919	16/07/2019
DEG200	<b>Administer the Provisions and Functions of the Crown Land Management Act 2016 and associated Regulation</b> Administer the Provisions and Functions of the Crown Land Management Act 2016 and associated Regulation	Crown Land Management Act 2016	08/05/2019
DEG201	<b>Administer the Provisions and Functions of the Environmental Planning and Assessment Act 1979 and Environmental Planning and Assessment Regulation 2000</b> Administer the Provisions and Functions of the Environmental Planning and Assessment Act 1979	Environmental Planning and Assessment Act 1979	16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG202	and Environmental Planning and Assessment Regulation 2000 <b>Administer the Provisions and Functions of the Fire and Rescue NSW Act 1989 and associated Regulation</b> Administer the Provisions and Functions of the Fire and Rescue NSW Act 1989 and associated Regulation	Fire and Rescue NSW Act 1989	08/05/2019
DEG203	<b>Administer the Provisions and Functions of the Fluoridation of Public Water Supplies Act 1957 and associated Regulation</b> Administer the Provisions and Functions of the Fluoridation of Public Water Supplies Act 1957 and associated Regulation	Fluoridation of Public Water Supplies Act 1957	16/07/2019
DEG204	<b>Administer the Provisions and Functions of the Food Act 2003 and associated Regulation</b> Administer the Provisions and Functions of the Food Act 2003 and associated Regulation	Food Act 2003	08/05/2019
DEG205	<b>Administer the Provisions and Functions of the Government Information (Public Access) Act 2009 and associated Regulation</b> Administer the Provisions and Functions of the Government Information (Public Access) Act 2009 and associated Regulation	Government Information (Public Access) Act 2009	16/07/2019



Code	Name & Description	Legislation	Date Of Delegation
DEG206	<p><b>Administer the Provisions and Functions of the Graffiti Control Act 2008 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Graffiti Control Act 2008 and associated Regulation</p>	Graffiti Control Act 2008	08/05/2019
DEG207	<p><b>Administer the Provisions and Functions of the Health Records and Information Privacy Act 2002 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Health Records and Information Privacy Act 2002 and associated Regulation</p>	Health Records and Information Privacy Act 2002	16/07/2019
DEG208	<p><b>Administer the Provisions and Functions of the Heritage Act 1977 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Heritage Act 1977 and associated Regulation</p>	Heritage Act 1977	08/05/2019
DEG209	<p><b>Administer the Provisions and Functions of the Impounding Act 1993 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Impounding Act 1993 and associated Regulation</p>	Impounding Act 1993	16/07/2019
DEG210	<p><b>Administer the Provisions and Functions of the Library Act 1939 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Library Act 1939 and associated Regulation 2018</p>	Library Act 1939	08/05/2019
DEG211	<p><b>Administer the Provisions and Functions of the Liquor Act 2007 and associated Regulation</b></p>	Liquor Act 2007	16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG212	Administer the Provisions and Functions of the Liquor Act 2007 and associated Regulation	Local Government Act 1993	08/05/2019
DEG213	<b>Administer the Provisions and Functions of the Local Government Act 1993</b> Administer the Provisions and Functions of the Local Government Act 1993	Local Government (General) Regulation 2005	16/07/2019
DEG215	<b>Administer the Provisions and Functions of the Plumbing and Drainage Act 2011 and associated Regulation</b> Administer the Provisions and Functions of the Plumbing and Drainage Act 2011 and associated Regulation	Plumbing and Drainage Act 2011	16/07/2019
DEG216	<b>Administer the Provisions and Functions of the Privacy and Personal Information Protection Act 1998 and associated Regulation</b> Administer the Provisions and Functions of the Privacy and Personal Information Protection Act 1998 and associated Regulation	Privacy and Personal Information Protection Act 1998	08/05/2019
DEG217	<b>Administer the Provisions and Functions of the Protection of the Environment Operations Act 1997 and associated Regulation</b>	Protection of the Environment Operations Act 1997	16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG218	Administer the Provisions and Functions of the Protection of the Environment Operations Act 1997 and associated Regulation	Public Health Act 2010	08/05/2019
DEG219	<b>Administer the Provisions and Functions of the Public Health Act 2010 and associated Regulation</b> Administer the Provisions and Functions of the Public Health Act 2010 and associated Regulation	Radiocommunications Act 1992 (Cth)	16/07/2019
DEG220	<b>Administer the Provisions and Functions of the Road Rules 2008 NSW Consolidated Regulations - Under the Road Transport Act</b> Administer the Provisions and Functions of the Road Rules 2008 NSW Consolidated Regulations - Under the Road Transport Act	Road Rules 2008 NSW Consolidated Regulations Road Transport Act	29/06/2018
DEG221	<b>Administer the Provisions and Functions of the Roads Act 1993 and associated Regulation</b> Administer the Provisions and Functions of the Roads Act 1993 and associated Regulation	Roads Act 1993	08/05/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG222	<b>Administer the Provisions and Functions of the Roads Transport Act 2013 and Road Transport (General) Regulation 2013</b> Administer the Provisions and Functions of the Road Transport Act 2013 and Road Transport (General) Regulation 2013	Roads Transport Act 2013	16/07/2019
DEG223	<b>Administer the Provisions and Functions of the Rural Fires Act 1997 and associated Regulation</b> Administer the Provisions and Functions of the Rural Fires Act 1997 and associated Regulation	Rural Fires Act 1997	08/05/2019
DEG224	<b>Administer the Provisions and Functions of the State Emergency and Rescue Management Act 1989 and associated Regulation</b> Administer the Provisions and Functions of the State Emergency and Rescue Management Act 1989 and associated Regulation	State Emergency and Rescue Management Act 1989	16/07/2019
DEG225	<b>Administer the Provisions and Functions of the State Records Act 1998 and associated Regulation</b> Administer the Provisions and Functions of the State Records Act 1998 and associated Regulation	State Records Act 1998	08/05/2019
DEG226	<b>Administer the Provisions and Functions of the Swimming Pools Act 1992 and Swimming Pools Regulation 2018</b>	Swimming Pools Act 1992	16/07/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG227	Administer the Provisions and Functions of the Swimming Pools Act 1992 and Swimming Pools Regulation 2018  <b>Administer the Provisions and Functions of the Unclaimed Money Act 1995 and associated Regulation</b>	Unclaimed Money Act 1995	08/05/2019
DEG228	Administer the Provisions and Functions of the Unclaimed Money Act 1995 and associated Regulation  <b>Administer the Provisions and Functions of the Waste Avoidance and Resource Recovery Act 2001 and associated Regulation</b>	Waste Avoidance and Resource Recovery Act 2001	16/07/2019
DEG230	Administer the Provisions and Functions of the Waste Avoidance and Resource Recovery Act 2001 and associated Regulation  <b>Administer the Provisions and Functions of the Work Health and Safety Act 2011 and associated Regulation</b>	Work Health and Safety Act 2011	16/07/2019
DEG231	Administer the Provisions and Functions of the Work Health and Safety Act 2011 and associated Regulation  <b>Administer the Provisions and Functions of the Workers Compensation Act 1987 and associated Regulation</b>	Workers Compensation Act 1987	28/01/2021

Code	Name & Description	Legislation	Date Of Delegation
DEG232	Administer the Provisions and Functions of the Workers Compensation Act 1987 and associated Regulation  <b>Administer the Provisions and Functions of the Workplace Injury Management and Workers Compensation Act 1998 and associated Regulation</b>  Administer the Provisions and Functions of the Workplace Injury Management and Workers Compensation Act 1998 and associated Regulation	Workplace Injury Management Workers Compensation Act 1998	16/07/2019
DEG233	<b>Administer the Provisions and Functions of the Biosecurity Act 2015 and associated Regulation</b>  Administer the Provisions and Functions of the Biosecurity Act 2015 and associated Regulation	Biosecurity Act 2015	08/05/2019
DEG234	<b>Administer the Provisions and Functions of the Public Interest Disclosures Act 1994 and associated Regulation</b>  Administer the Provisions and Functions of the Public Interest Disclosures Act 1994 and associated Regulation	Public Interest Disclosures Act 1994	16/07/2019
DEG235	<b>Administer the Provisions and Functions of the Building and Development Certifiers Act 2018 and associated Regulation</b>  Administer the Provisions and Functions of the Building and Development Certifiers Act 2018 and associated Regulation	Building and Development Certifiers Act 2018	13/04/2021

Code	Name & Description	Legislation	Date Of Delegation
DEG236	<p><b>Administer the Provisions and Functions of the Biodiversity Conservation Act 2016 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Biodiversity Conservation Act 2016 and associated Regulation</p>	Biodiversity Conservation Act 2016	16/07/2019
DEG237	<p><b>Administer the Provisions and Functions of the Recreation Vehicles Act 1983 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Recreation Vehicles Act 1983 and associated Regulation</p>	Recreation Vehicles Act 1983	08/05/2019
DEG238	<p><b>Administer the Provisions and Functions of the State Emergency Services Act 1989 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the State Emergency Services Act 1989 and associated Regulation</p>	State Emergency Services Act 1989	16/07/2019
DEG239	<p><b>Administer the Provisions and Functions of the Strata Schemes Development Act 2015 and Strata Schemes Development Regulation 2016</b></p> <p>Administer the Provisions and Functions of the Strata Schemes Development Act 2015 and Strata Schemes Development Regulation 2016</p>	Strata Schemes Development Act 2015	08/05/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG240	<b>Administer the Provisions and Functions of the Community Land Management Act 2021 and associated Regulation</b> Administer the Provisions and Functions of the Community Land Management Act 2021 and associated Regulation	Community Land Management Act 2021	01/04/2022
DEG241	<b>Administer the Provisions and Functions of the Contaminated Land Management Act 1997 and associated Regulation</b> Administer the Provisions and Functions of the Contaminated Land Management Act 1997 and associated Regulation	Contaminated Land Management Act 1997	08/05/2019
DEG242	<b>Administer the Provisions and Functions of the Cemeteries and Crematoria Act 2013 and associated Regulation</b> Administer the Provisions and Functions of the Cemeteries and Crematoria Act 2013 and associated Regulation	Cemeteries and Crematoria Act 2013	21/03/2019
DEG243	<b>Administer the Provisions and Functions of the Fines Act 1996 and associated Regulation</b> Administer the Provisions and Functions of the Fines Act 1996 and associated Regulation	Fines Act 1996	08/05/2019
DEG244	<b>Administer the Provisions and Functions of the Heavy Vehicle National Law (NSW) and associated Regulation</b>	Heavy Vehicle National Law (NSW)	21/03/2019



Code	Name & Description	Legislation	Date Of Delegation
DEG245	Administer the Provisions and Functions of the Heavy Vehicle National Law (NSW) and associated Regulation  <b>Administer the Provisions and Functions of the Land Acquisition (Just Terms Compensation) Act 1991 and associated Regulation</b>  Administer the Provisions and Functions of the Land Acquisition (Just Terms Compensation) Act 1991 and associated Regulation	Land Acquisition (Just Terms Compensation) Act 1991	08/05/2019
DEG246	<b>Administer the Provisions and Functions of the Land and Environment Court Act 1979 and associated Regulation</b>  Administer the Provisions and Functions of the Land and Environment Court Act 1979 and associated Regulation	Land and Environment Court Act 1979	21/03/2019
DEG248	<b>Administer the Provisions and Functions of the Ombudsman Act 1974 and associated Regulation</b>  Administer the Provisions and Functions of the Ombudsman Act 1974 and associated Regulation	Ombudsman Act 1974	21/03/2019
DEG249	<b>Administer the Provisions and Functions of the Public Works and Procurement Act 1912 and associated Regulation</b>  Administer the Provisions and Functions of the Public Works and Procurement Act 1912 and associated Regulation	Public Works and Procurement Act 1912	08/05/2019

Code	Name & Description	Legislation	Date Of Delegation
DEG250	<p><b>Administer the Provisions and Functions of the Real Property Act 1900 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Real Property Act 1900 and associated Regulation</p>	Real Property Act 1900	21/03/2019
DEG251	<p><b>Administer the Provisions and Functions of the Environment Operations (Clean Air) Regulation 2010</b></p> <p>Administer the Provisions and Functions of the Protection of the Environment Operations (Clean Air) Regulation 2010</p>	Protection of the Environment Operations (Clean Air) Regulation 2010	08/05/2019
DEG252	<p><b>Administer the Provisions and Functions of the Protection of the Environment Operations (Waste) Regulation 2014</b></p> <p>Administer the Provisions and Functions of the Protection of the Environment Operations (Waste) Regulation 2014</p>	Protection of the Environment Operations (Waste) Regulation 2014	21/03/2019
DEG259	<p><b>Authority to exercise and/or perform on behalf of the Council the Council's delegable functions as an airport operator and/or an aviation industry participant under the Aviation Transport Security Act 2004 and Aviation Transport Security Regulation 2005</b></p> <p>Authority to exercise and/or perform on behalf of the Council the Council's delegable functions as an airport operator and/or an aviation industry participant under the Aviation Transport Security Act</p>	Aviation Transport Security Act 2004 Aviation Transport Security Regulation 2005	13/04/2021

Code	Name & Description	Legislation	Date Of Delegation
DEG260	<p>2004 and Aviation Transport Security Regulation 2005</p> <p><b>Authority on behalf of the Council as an aviation industry participant to undertake all functions in relation to a transport security program in accordance with Part 2 of the Aviation Transport Security Act 2004 and in particular sections 18, 22, 23A and 26A.</b></p> <p>Authority on behalf of the Council as an aviation industry participant to undertake all functions in relation to a transport security program in accordance with Part 2 of the Aviation Transport Security Act 2004 and in particular sections 18, 22, 23A and 26A.</p>	Aviation Transport Security Act 2004	20/05/2020
DEG261	<p><b>Administer the Provisions and Functions of the Road Rules 2014</b></p> <p>Administer the Provisions and Functions of the Road Rules 2014</p>	Road Rules 2014	19/02/2020
DEG266	<p><b>Administer the Community Land Development Act 2021</b></p> <p>Administer the Community Land Development Act 2021</p>	Community Land Development Act 2021	25/06/2021
DEG267	<p><b>Administer the Design and Building Practitioners Act 2020</b></p> <p>Administer the Design and Building Practitioners Act 2020</p>	Design and Building Practitioners Act 2020	25/06/2021

Code	Name & Description	Legislation	Date Of Delegation
IADMIN02	<b>Make application for valuation of land</b> Exercise the Council's functions under the Valuation of Land Act 1916, including the making of applications for the valuation of land within the Council's local government area.	Internal Administration	31/05/2017
IADMIN03	<b>Valuations - Objections</b> To object to valuations under the provisions of Section 31 of the Valuation of Land Act.	Internal Administration	31/05/2017
IADMIN06	<b>Minutes</b> To supervise inspection of minutes of meetings of Council or committees.	Internal Administration	31/05/2017
ICACA01	<b>Investigations by ICAC</b> Producing a statement of information if required by the Independent Commission Against Corruption (S21)	Independent Commission Against Corruption Act 1988 Section 21	31/05/2017
ICACA02	<b>Investigations by ICAC</b> Producing documents to the Commission when required to do so by the Commission (S22)	Independent Commission Against Corruption Act 1988 Section 22	31/05/2017
ICACA03	<b>Investigations by ICAC</b> Making available to the Commissioner or authorised officer such facilities as are necessary to enable their powers to enter and inspect premises, inspect	Independent Commission Against Corruption Act 1988 Section 23	31/05/2017

Code	Name & Description	Legislation	Date Of Delegation
IFIN01	<p>documents and things therein and make copies of documents to be exercised</p> <p><b>Investment of funds</b> To invest Council funds, subject to the investment being in any security authorised by the Trustee Act 1925 or a form of investment notified by order of the Minister published in the Gazette to an investment of \$600k</p>	Internal Finance	31/05/2017
IFIN02	<p><b>Investment of Funds &gt; \$600k</b> To invest Council funds, subject to the investment being in any security authorised by the Trustee Act 1925 or a form of investment notified by order of the Minister published in the Gazette.</p>	Internal Finance	31/05/2017
IFIN08	<p><b>Categorisation of land.</b> Determine and declare the categorisation of land for purposes of ordinary rates under Section 514 of the Local Government Act 1993.</p>	Internal Finance	31/05/2017
IFIN09	<p><b>Applications - determine categorisation</b> Determine applications to change the categorisation of rateable land in accordance with section 525 of the Local Government Act 1993.</p>	Internal Finance	31/05/2017
IFIN10	<p><b>Rate adjustment</b></p>	Internal Finance	31/05/2017

Code	Name & Description	Legislation	Date Of Delegation
IFIN12	<p>Make an adjustment of rates following a change in the category of rateable land, pursuant to section 527 of the Local Government Act 1993</p> <p><b>Rates - issue a rate certificate</b> Issue a certificate as to rates and charges in accordance with section 603 of the Local Government Act 1993 (NSW).</p>	Internal Finance	31/05/2017
IFIN13	<p><b>Sign declarations</b> Sign declarations for Fringe Benefit Tax and Business Activities Statements on behalf of the Council.</p>	Internal Finance	31/05/2017
IFIN14	<p><b>Westpac Corporate Online - Primary</b> Creator and Primary Authoriser with a daily limit of \$1.5M</p>	Internal Finance	28/06/2017
IGOV08	<p><b>Service NSW Transactions</b> Signing of documents required by Services NSW/ Roads and Maritime Services including: * Registration establishment, transfer or detail adjustment * Order of number plates * Disposal of vehicle * Unregistered vehicle permits * Fair Trading transactions</p>		22/01/2018
IGRANT01	<p><b>Funding acquittals</b></p>	Internal Grants	31/05/2017

Code	Name & Description	Legislation	Date Of Delegation
IGRANT02	Forward funding acquittals and project reports to funding bodies. <b>Funding certificates</b> To issue funding certificates.	Internal Grants	31/05/2017
IGRANT03	<b>Sign Grant Applications</b> Power to sign grant applications on behalf of council. Applications must be detailed in Council Operational Plan or else a resolution of Council is required prior to application being made.	Internal Grants	31/05/2017
IHR01	<b>Finalise Workers Compensation Claims</b> Determine and finalise all workers compensation claims lodged by Council staff in consultation, where appropriate, with legal/professional advice, and subject to the requirement that any financial settlement, ie termination or lump sum, require the approval of the GM	Internal Human Resources	31/05/2017
IHR02	<b>Interview expenses</b> To approve reimbursement of expenses incurred by an applicant for a position attending an interview, in accordance with Council's policy.	Internal Human Resources	31/05/2017
IHR04	<b>Study leave</b> To approve study leave for staff in any operational area of Council in accordance with Council policy.	Internal Human Resources	31/05/2017

Code	Name & Description	Legislation	Date Of Delegation
IHR05	<p><b>Special leave</b> To approve special leave not exceeding one week for staff in any operational area of Council in accordance with Council policy.</p>	Internal Human Resources	31/05/2017
IHR06	<p><b>Jury Service</b> To approve and authorise attendance by staff for Jury Service.</p>	Internal Human Resources	31/05/2017
IHR08	<p><b>Conferences and Meetings</b> To approve staff attendance and payment of travel and other expenses for conferences and meetings within NSW and the ACT if included on training plan or approved by General Manager.</p>	Internal Human Resources	31/05/2017
IHR10	<p><b>Leave without pay</b> To approve leave without pay for staff for less than 4 weeks.</p>	Internal Human Resources	31/05/2017
IHR11	<p><b>Recognition of previous service</b> To approve the recognition of previous service for long service leave purposes in accordance with the award for staff in any operational area of Council.</p>	Internal Human Resources	31/05/2017
IHR13	<p><b>Retirement of staff</b> To approve the retirement of staff in any operational area of Council on the grounds of age or ill health.</p>	Internal Human Resources	31/05/2017



Code	Name & Description	Legislation	Date Of Delegation
IHR14	<p><b>Rostered Days Off and rostered working times</b> To approve variations to rostered day off patterns and rostered working times for employees within the officers area of control.</p>	Internal Human Resources	31/05/2017
IHR15	<p><b>Termination of staff</b> To reduce the term of employment of temporary Council or agency staff in any operational area of Council.</p>	Internal Human Resources	31/05/2017
IHR16	<p><b>Timesheets</b> To authorise staff timesheets for employees under their control and in accordance with award conditions</p>	Internal Human Resources	31/05/2017
IHR17	<p><b>Garnishees / Child Support orders</b> To approve the payment of a fixed sum of money in respect of court judgments and Child Support Agency directives applying Council employees.</p>	Internal Human Resources	31/05/2017
IPROC01	<p><b>Calling and Consideration of Tenders</b> To fulfil the role of "Council" referred to in the Regulation, limited by the acceptance of tenders which cannot be delegated under the Act, but including entering into contracts on behalf of Council once a tender has been accepted.</p>	Internal Procurement	31/05/2017
IPROC02	<p><b>Receive or deal with tenders submitted</b></p>	Internal Procurement	31/05/2017

Code	Name & Description	Legislation	Date Of Delegation
IPROC13	<p>Act as an appropriate person, within the meaning of clause 164 of the Local Government (General) Regulation 2005, to receive or deal with tenders submitted to Council.</p> <p><b>Expenditure - operating budget over \$150,000</b>                      To incur expenditure over \$150,000 (tenders), subject to the expenditure being provided for in Council's Annual Operational Plan and associated budget.</p>	Internal Procurement	31/05/2017
IPROC16	<p><b>Credit Card - \$10000</b>                      To use allocated Council Credit Card to a limit of \$10000 provided receipts and proper acquittal is provided and in accordance with Policy G9</p>	Internal Procurement	31/05/2017
IPROC17	<p><b>To approve petty cash reimbursements.</b>                      To approve petty cash reimbursements up to an amount of \$50</p>	Internal Procurement	31/05/2017

**12.4 ONE ORGANISATION - THE WAY FORWARD****File Number:** REP22/1069**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Moving forward options paper [↓](#) **REPORT**

The boards of the Riverina Eastern Regional Organisation of Councils (REROC) and the Riverina Joint Organisation (RIVJO) have for some time been considering the future of the two organisations, with a view to adopting a single organisation for local government collaboration in the Eastern Riverina region.

REROC was established in 1994 and has served the region well, providing a collaborative approach to regional issues and delivering substantial savings and program offering to member councils. RIVJO was formed by proclamation in 2018, being the preferred vehicle of the state government for interaction between the two sectors. At the time, the Councils agreed to maintain both organisations to ensure that RIVJO met the needs of the region.

Unfortunately, due to the restrictive nature and ultimate cost of the Joint Organisation Model, the concept has been less than successful and has led to two regions, Orana and New England, to not continue with the JO.

A review was conducted in 2020 by Morrison Low and funded by RIVJO, which conditionally recommended the adoption of the JO model in the Riverina. Since that report, the respective boards have been considering the path forward.

In July 2022, an options paper was developed (attached) that has been discussed at the immediate past meetings of REROC and RIVJO. Following these preliminary discussions, it was determined to seek the views of members Councils on the way forward.

At a workshop held on 2 September regarding the funding program Stronger Country Communities, the matter was introduced and preliminary views requested for submission to Council. The workshop agreed that the preferred 2 options by Temora Shire Council should be:

1. REROC Stand alone – RIVJO Fold
2. REROC Stand alone – RIVJO goes into hiatus.

**RECOMMENDATION**

It is recommended that Temora Shire Council advise REROC and RIVJO that the options preferred in relation to the One Regional Organisation moving forward, in order of preference be:

1. Retention of REROC as a stand alone entity with RIVJO folding, meaning that existing members would resign
2. Retention of REROC as a stand alone entity with RIVJO put in hiatus, meaning the organisation would only undertake statutory requirements.

***Report by Gary Lavelle***

## Moving Forward: One Organisation Options' Paper

### 1. REROC Stand Alone/JO Folds

This option would see the situation return to the way things were 4 years ago, prior to the proclamation of the JO. The JO would “fold”, with members resigning. This is essentially what has happened with the Orana JO, where it has now been replaced by the Western Alliance.

REROC would again take on all the advocacy and lobbying activities and regional planning along with the operational activities such as procurement, the delivery of conferences and professional development activities and the operation of the technical groups.

The RivJO Charter (based on the Model Charter) says that Members can withdraw on 6 months' notice and any change to the Voting Membership must be done by Proclamation. It is not clear how these two actions work together, as a council needs to withdraw in order to change the Voting Members but Voting Members have to be changed by proclamation.

There is one outstanding contract to be completed by the JO and that is for the Capacity Building Project, funding was \$150,000. The project is due for completion by June 2023. REROC could take over the delivery of the project on a consultancy basis.

**Positives:**

- One organisation, all collaboration activities are consolidated in the one organisation.
- REROC “brand” has strong recognition among State and Federal agencies and other stakeholders.
- REROC is not a “public sector organisation” and therefore is not answerable to the State for “control and accountability”.
- REROC members have total control over what the organisation does, how it does it and the way that it accounts to its membership.
- REROC is in a strong financial position.
- Compliance activities are minimal and are restricted to an external audit and annual returns to NSW Fair Trading.
- REROC can apply for non-council grant funding as an incorporated NFP and council-only funding through auspicing arrangements with a member council/s.
- REROC can amend its Constitution to allow for County Councils to have a vote.

**Negatives:**

- For some State Government agencies, JOs are the preferred conduit into regional NSW. (ROCs still operate in metro areas).
- JO ceases, councils could miss out on “JO-only” activities. Currently, there are no JO-only activities with the exception of the JO EO meetings and the JO Joint Chairs' Forum. There are

<p>no JO-only funding streams.</p> <ul style="list-style-type: none"> <li>• Loss of access to participation in Regional Leadership Executive (RLE). Although when Wagga Wagga was not part of the JO, the RLE made arrangements to consult with them separately.</li> <li>• Dept of Regional NSW may choose not to attend REROC Board meetings. Giles Butler currently attends the JO Board meetings. Prior to the creation of JOs the Department had participated in REROC Board meetings for about 15 years.</li> <li>• Statement of Strategic Priorities would need to be incorporated into REROC’s activities</li> <li>• Councils can choose to work through the JO to provide services on a regional basis – this will be lost. Councils cannot delegate things like regulatory services to the ROC.</li> <li>• Loss of the ability to transfer staff in and out of the regional organisation because REROC is not party to the LG Award and employment arrangements.</li> </ul>	
REROC	JO
<p><b>Activities:</b> REROC takes back all the advocacy and lobbying activities and regional planning REROC continues with operational activities as usual.</p>	<p><b>JO Ceases to Function as per Orana JO</b></p> <p>Members withdraw from the JO under clause 3.4 of the Charter:</p> <p style="padding-left: 40px;"><i>3.4. Any Voting Member proposing to withdraw from the JO must give six (6) months’ written notice.</i></p> <p><b>Note – Contracts and Grant:</b> Contracts for Capacity Building Funding run until June 2023.</p> <p><b>Note – Staff:</b></p> <ul style="list-style-type: none"> <li>• Andrew finishes in early February</li> <li>• CEO contract ends June 2023</li> </ul>
<p><b>Staffing:</b> CEO Project Officer Admin Assistant Employed under contract with REROC, governed by Fair Work and National Awards System</p>	
<p><b>Office:</b> Office co-located with a like-minded regional organisation or in stand-alone office. Will need to purchase office furniture, equipment and phone system.</p>	

**2. JO Stand Alone/REROC goes into hiatus**

This arrangement would see the transfer of all REROC’s operational activities to the JO. REROC would then go into “hiatus”, complying only with its reporting obligations to Fair Trading. An external audit would not be required after the first year because REROC would no longer trigger the external audit threshold under the Incorporations legislation.

REROC’s existing contracts would need to be assigned to the JO, with the permission of the funding body. As these are State-funded contracts assigning the contracts should not be an issue. REROC Members would need to determine what they wanted to do with the REROC reserves.

Current staff are all on the JBMS Consulting payroll so REROC has no obligations in relation to those staff, however there is a contract in place with JBMS Consulting until June 2023.

**Positives:**

- One organisation, all collaboration activities are consolidated in the one organisation.
- For some State Government agencies, the JO is the preferred conduit organisation into regional NSW.
- Able to apply for funding that is restricted to local government only.
- Continued participation in the Regional Leadership Executive (RLE).
- Continued engagement with OLG and Department or NSW as a JO.
- REROC is only in hiatus so it can be “brought back” easily if needed.

**Negatives:**

- JOs are a public sector organisation and consequently are subject to the same controls and accountabilities.
- Introduction of further controls and accountabilities e.g., ARIC
- Loss of the REROC Brand – confusion with stakeholders. Some projects and activities are very closely aligned to the brand e.g., *Build a Bridge...*, *Recycle Night? Recycle Right!*
- Assignment of current REROC contracts. Although this should not be a big issue because they are with the State.
- Loss of the ability to apply for non-local government grants. Grants that are only open to NFPs and incorporated associations.
- JO will have to increase staff to take on all the operational activities. Staff are all under the LG Award.
- REROC will still need to have an AGM to comply with legislation, but if turnover is virtually nothing then an external audit will no longer be required.
- REROC reserves would need to be dealt with e.g. held and then transferred as required, distributed to REROC Members, passed to the JO.
- No opportunity to provide County Councils with a vote, as the legislation does not permit it.

REROC	JO
<p><b>REROC goes into hiatus and ceases to actively function but continues to meet reporting requirements to the Department of Fair Trading.</b></p>	<p><b>Activities:</b>                      JO continues advocacy and lobbying activities and regional planning.                      JO takes over all REROC’s operational activities.</p>

<p><b>Reserves:</b> REROC Members will need to determine what happens with the reserves</p> <p><b>Note – Contracts and Grants:</b></p> <ul style="list-style-type: none"> <li>• Contract for Voluntary Regional Waste Funding run for 5 years.</li> <li>• Destination NSW funding for No Time to Waste finishes October 2023.</li> <li>• Disaster Risk Recovery Funding ends June 2024</li> </ul> <p><b>Note – Staff:</b></p> <ul style="list-style-type: none"> <li>• All staff currently on JBMS Consulting Payroll</li> </ul>	<p><b>Staffing:</b> CEO Project Officer Admin Assistant Employed under LG Award, except CEO who is employed under GM Contract</p> <hr/> <p><b>Office:</b> Office co-located with a like-minded regional organisation or in stand-alone office. Will need to purchase office furniture, equipment and phone system.</p>
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### 3. REROC Stand Alone/JO Operated by Wagga Wagga City Operating separately from each other

Under this scenario REROC would more or less revert to the situation that was in place 4 years ago. REROC would undertake lobbying and regional planning activities in response to the operational aspects of its activities e.g., freight transport, waste, housing. REROC would continue to interact with State agencies as it does now. REROC would also continue to undertake operational activities such as procurement, the delivery of conferences and professional development activities and the operation of the technical groups.

Wagga Wagga would run the JO separately. It would only undertake the three core activities: regional planning, advocacy and lobbying and intergovernmental relationships. It would not deliver any operational activities.

Wagga Wagga have advised that for the functioning of the JO, it would introduce a General Managers Advisory Committee (GMAC) which will prepare the business for the Board, with each GM having a single vote. The business paper for the Board is prepared from the outcomes of the GMAC meeting.

The JO must have a Public Officer and the legislation requires that it is the CEO. If there is no formal CEO appointed then the Wagga Wagga GM holds the position, by default. This has occurred in other JOs and the OLG does not appear to have a problem with the arrangement.

Councils make a decision about whether or not they want to stay in REROC and the JO, just REROC or just the JO. Wagga Wagga City has offered to operate the JO free of charge for 2 years. After 2 years the JO members will decide whether to continue the JO and the funding model that will be used.

**Positives:**

- Members retain access to two organisations.
- Members can remain members of both organisations.
- Wagga Wagga takes on responsibility for the public sector controls and accountabilities for 2 years at no cost to members.
- Some State agencies prefer to use the JO as a conduit into regional NSW.
- Members can remain in the JO framework at no cost for 2 years.
- REROC Brand is retained
- REROC is not a “public sector organisation” with the accompanying controls and accountabilities.
- REROC Members retain total control over the operation of the organisation.
- REROC can amend its Constitution to allow a vote for the County Councils.

**Negatives:**

- Two organisations are operating on a regional basis which could result in duplication of representation.
- Possibility of a fractured membership – different councils belong to different organisations which reduces the effectiveness of “one voice”.

<ul style="list-style-type: none"> <li>• The GMAC model removes the councillors from being part of the decision-making with regard to what the Board deals with.</li> <li>• JO-only member councils will not have access to operational activities: e.g. procurement, Technical Groups (Planning, Engineering, Water and Wastewater, Energy Management, Youth and Community). Members will still have access to Waste Forum’s EPA-funded projects providing they remain part of the Voluntary Regional Waste Group arrangement with the EPA and to RivSIG as membership is open.</li> <li>• After 2 years members will need to decide what happens to the JO. Possibility that there will be a repetition of the discussions that are currently occurring.</li> </ul>	
REROC	JO
<p><b>Activities:</b> REROC undertakes advocacy and lobbying activities and regional planning – as required by Members REROC continues with operational activities as usual.</p>	<p><b>Wagga Wagga City Council operates the JO for 2 years at no cost to the Member Councils. After which councils decide what to do</b> (as per correspondence to councils dated 19 July 2022)</p> <p><b>Activities:</b> JO undertakes the 3 core activities, but no operational work.</p> <p><b>Note – Contracts and Grant:</b> Contracts for Capacity Building Funding run until June 2023.</p>
<p><b>Staffing:</b> CEO Project Officer Admin Assistant Employed under contract with REROC, governed by Fair Work and National Awards System</p>	<p><b>Staffing:</b> Supplied by Wagga Wagga City Council at Wagga Wagga City Council’s cost.</p> <p><b>Note – Staff:</b></p> <ul style="list-style-type: none"> <li>• Andrew finishes in early February</li> <li>• CEO contract ends June 2023</li> </ul>
<p><b>Office:</b> Office co-located with a like-minded regional organisation or in stand-alone office.  Will need to purchase office furniture, equipment and phone system.</p>	<p><b>Office:</b> Provided by Wagga Wagga City Council and Wagga Wagga City Council’s cost.</p>

#### 4. REROC Stand Alone/JO goes into hiatus

In this model the JO goes into hiatus, and the only activities it undertakes are those that have a statutory obligation e.g., audit, 4 Board meetings per year, GIPA returns. Members maintain a watching brief in relation to State Government intentions re JOs.

The JO would continue to exist and could come out of “hibernation” if needed. Members would pay for the compliance activities as the costs are incurred and these would be shared equally across the JO membership. The 4 mandatory meetings would be held prior to a REROC Board meeting but there would be no business transacted unless it was related to a compliance matter like the audit.

REROC would revert to the situation that was in place 4 years ago, undertaking all strategic activities as well as the operational activities.

There is one outstanding contract to be completed by the JO and that is for you Capacity Building Project, funding was \$150,000. The project is due for completion by June 2023.

##### Positives:

- All collaboration activities are consolidated in the one organisation. Efforts are no longer duplicated.
- Councils can be members of REROC and the JO
- JO remains “alive” and can be brought out of hibernation if needed.
- REROC “brand” has strong recognition among State and Federal agencies and other stakeholders.
- REROC is not a “public sector organisation” and therefore is not answerable to the State for “control and accountability”.
- Members totally control what the organisation does, how it does it and when it does it.
- Compliance activities are minimal and are restricted to an external audit to returns to the NSW Fair Trading.
- REROC can apply for non-council grant funding as an incorporated NFP and council-only funding through an auspicing arrangements with a member council/s.
- REROC can amend its Constitution to allow for County Councils to have a vote.

##### Negatives:

- JO will still need to deliver on compliance issues and hold 4 meetings a year.
- For some State agencies, JOs are the preferred conduit into regional NSW. (ROCs still operate in metro areas).
- JO ceases, councils could miss out on “JO-only” activities. Currently, there are no JO-only activities with the exception of the JO EO meetings and the JO Joint Chairs’ Forum. There are no JO-only funding streams.
- Loss of access to participation in Regional Leadership Executive (RLE). Although when Wagga Wagga was not part of the JO, the RLE made arrangements to consult with them separately.
- Dept of Regional NSW may choose not to attend REROC Board meetings. Giles Butler currently attends the JO Board meetings. Prior to the creation of JOs the Department had participated in REROC Board meetings for about 15 years.
- Statement of Strategic Priorities would need to be incorporated into REROC’s activities

<ul style="list-style-type: none"> <li>• Councils can choose to work through the JO to provide services on a regional basis – this will be lost. Councils cannot delegate things like regulatory services to the ROC.</li> <li>• Loss of the ability to transfer staff in and out of the regional organisation because REROC is not party to the LG Award and employment arrangements.</li> </ul>	
REROC	JO
<p><b>Activities:</b> REROC takes back all the advocacy and lobbying activities and regional planning.</p> <p>REROC continues with operational activities as usual.</p>	<p><b>JO stops functioning and goes into hiatus. Maintains a watching brief in relation to State Government intentions re JOs. Continues to meet statutory compliance obligations.</b></p> <p><b>Activities:</b> Compliance activities only. Audit, GIPA returns etc. ARIC. Councils share compliance costs equally. <i>JO must meet a minimum of 4 times per year.</i> There would be no business other than compliance.</p> <p><b>Note – Contracts and Grant:</b> Contracts for Capacity Building Funding run until June 2023.</p>
<p><b>Staffing:</b> CEO Project Officer Admin Assistant Employed under contract with REROC, governed by Fair Work and National Awards System</p>	<p><b>Staffing:</b> No staff, REROC staffing monitor compliance.</p> <p><b>Note – Staff:</b></p> <ul style="list-style-type: none"> <li>• Andrew finishes in early February</li> <li>• CEO contract ends June 2023</li> </ul>
<p><b>Office:</b> Office co-located with a like-minded regional organisation or in stand-alone office. Will need to purchase office furniture, equipment and phone system.</p>	<p><b>Office:</b> No office required, however would utilise REROC facilities and equipment when needed.</p>

## Moving Forward: One Organisation Options' Paper

### 1. REROC Stand Alone/JO Folds

This option would see the situation return to the way things were 4 years ago, prior to the proclamation of the JO. The JO would “fold”, with members resigning. This is essentially what has happened with the Orana JO, where it has now been replaced by the Western Alliance.

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The RivJO Charter (based on the Model Charter) says that Members can withdraw on 6 months' notice and any change to the Voting Membership must be done by Proclamation. It is not clear how these two actions work together, as a council needs to withdraw in order to change the Voting Members but Voting Members have to be changed by proclamation.

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- REROC is in a strong financial position.
- Compliance activities are minimal and are restricted to an external audit and annual returns to NSW Fair Trading.
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<p>no JO-only funding streams.</p> <ul style="list-style-type: none"> <li>• Loss of access to participation in Regional Leadership Executive (RLE). Although when Wagga Wagga was not part of the JO, the RLE made arrangements to consult with them separately.</li> <li>• Dept of Regional NSW may choose not to attend REROC Board meetings. Giles Butler currently attends the JO Board meetings. Prior to the creation of JOs the Department had participated in REROC Board meetings for about 15 years.</li> <li>• Statement of Strategic Priorities would need to be incorporated into REROC’s activities</li> <li>• Councils can choose to work through the JO to provide services on a regional basis – this will be lost. Councils cannot delegate things like regulatory services to the ROC.</li> <li>• Loss of the ability to transfer staff in and out of the regional organisation because REROC is not party to the LG Award and employment arrangements.</li> </ul>	
REROC	JO
<p><b>Activities:</b> REROC takes back all the advocacy and lobbying activities and regional planning REROC continues with operational activities as usual.</p>	<p><b>JO Ceases to Function as per Orana JO</b></p> <p>Members withdraw from the JO under clause 3.4 of the Charter:</p> <p style="padding-left: 40px;"><i>3.4. Any Voting Member proposing to withdraw from the JO must give six (6) months’ written notice.</i></p> <p><b>Note – Contracts and Grant:</b> Contracts for Capacity Building Funding run until June 2023.</p> <p><b>Note – Staff:</b></p> <ul style="list-style-type: none"> <li>• Andrew finishes in early February</li> <li>• CEO contract ends June 2023</li> </ul>
<p><b>Staffing:</b> CEO Project Officer Admin Assistant Employed under contract with REROC, governed by Fair Work and National Awards System</p>	
<p><b>Office:</b> Office co-located with a like-minded regional organisation or in stand-alone office. Will need to purchase office furniture, equipment and phone system.</p>	

**2. JO Stand Alone/REROC goes into hiatus**

This arrangement would see the transfer of all REROC’s operational activities to the JO. REROC would then go into “hiatus”, complying only with its reporting obligations to Fair Trading, which would not require an external audit after the first year because REROC would no longer trigger the external audit threshold under the Incorporations legislation.

REROC’s existing contracts would need to be assigned to the JO, with the permission of the funding body. As these are State-funded contracts assigning the contracts should not be an issue. REROC Members would need to determine what they wanted to do with the REROC reserves.

Current staff are all on the JBMS Consulting payroll so REROC has no obligations in relation to those staff, however there is a contract in place with JBMS Consulting until June 2023.

**Positives:**

- One organisation, all collaboration activities are consolidated in the one organisation.
- For some State Government agencies, the JO is the preferred conduit organisation into regional NSW.
- Able to apply for funding that is restricted to local government only.
- Continued participation in the Regional Leadership Executive (RLE).
- Continued engagement with OLG and Department or NSW as a JO.
- REROC is only in hiatus so it can be “brought back” easily if needed.

**Negatives:**

- JOs are a public sector organisation and consequently are subject to the same controls and accountabilities.
- Introduction of further controls and accountabilities e.g., ARIC
- Loss of the REROC Brand – confusion with stakeholders. Some projects and activities are very closely aligned to the brand e.g., *Build a Bridge...*, *Recycle Night? Recycle Right!*
- Assignment of current REROC contracts. Although this should not be a big issue because they are with the State.
- Loss of the ability to apply for non-local government grants. Grants that are only open to NFPs and incorporated associations.
- JO will have to increase staff to take on all the operational activities. Staff are all under the LG Award.
- REROC will still need to have an AGM to comply with legislation, but if turnover is virtually nothing then an external audit will no longer be required.
- REROC reserves would need to be dealt with e.g. held and then transferred as required, distributed to REROC Members, passed to the JO.
- No opportunity to provide County Councils with a vote, as the legislation does not permit it.

REROC	JO
<p><b>REROC goes into hiatus and ceases to actively function but continues to meet reporting requirements to the Department of Fair Trading.</b></p>	<p><b>Activities:</b>                      JO continues advocacy and lobbying activities and regional planning.                      JO takes over all REROC’s operational activities.</p>

<p><b>Reserves:</b> REROC Members will need to determine what happens with the reserves</p> <p><b>Note – Contracts and Grants:</b></p> <ul style="list-style-type: none"> <li>• Contract for Voluntary Regional Waste Funding run for 5 years.</li> <li>• Destination NSW funding for No Time to Waste finishes October 2023.</li> <li>• Disaster Risk Recovery Funding ends June 2024</li> </ul> <p><b>Note – Staff:</b></p> <ul style="list-style-type: none"> <li>• All staff currently on JBMS Consulting Payroll</li> </ul>	<p><b>Staffing:</b> CEO Project Officer Admin Assistant Employed under LG Award, except CEO who is employed under GM Contract</p> <hr/> <p><b>Office:</b> Office co-located with a like-minded regional organisation or in stand-alone office. Will need to purchase office furniture, equipment and phone system.</p>
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### 3. REROC Stand Alone/JO Operated by Wagga Wagga City Operating separately from each other

Under this scenario REROC would more or less revert to the situation that was in place 4 years ago. REROC will undertake lobbying and regional planning activities in response to the operational aspects of its activities e.g., freight transport, waste, housing. REROC would continue to interact with State agencies as it does now. REROC would also continue to undertake operational activities such as procurement, the delivery of conferences and professional development activities and the operation of the technical groups.

Wagga Wagga would run the JO separately. It would only undertake the three core activities: regional planning, advocacy and lobbying and intergovernmental relationships. It would not deliver any operational activities.

Wagga Wagga have advised that for the functioning of the JO, it would introduce a General Managers Advisory Committee (GMAC) which will prepare the business for the Board, with each GM having a single vote. The business paper for the Board is prepared from the outcomes of the GMAC meeting.

The JO must have a Public Officer and the legislation requires that it is the CEO. If there is no formal CEO appointed then the Wagga Wagga GM holds the position, by default. This has occurred in other JOs and the OLG does not appear to have a problem with the arrangement.

Councils make a decision about whether or not they want to stay in REROC and the JO, just REROC or just the JO. Wagga Wagga City has offered to operate the JO free of charge for 2 years. After 2 years the JO members will decide whether to continue the JO and the funding model that will be used.

#### **Positives:**

- Members retain access to two organisations.
- Members can remain members of both organisations.
- Wagga Wagga takes on responsibility for the public sector controls and accountabilities for 2 years at no cost to members.
- Some State agencies prefer to use the JO as a conduit into regional NSW.
- Members can remain in the JO framework at no cost for 2 years.
- REROC Brand is retained
- REROC is not a “public sector organisation” with the accompanying controls and accountabilities.
- REROC Members retain total control over the operation of the organisation.
- REROC can amend its Constitution to allow a vote for the County Councils.

#### **Negatives:**

- Two organisations are operating on a regional basis which could result in duplication of representation.
- Possibility of a fractured membership – different councils belong to different organisations which reduces the effectiveness of “one voice”.

<ul style="list-style-type: none"> <li>• The GMAC model removes the councillors from being part of the decision-making with regard to what the Board deals with.</li> <li>• JO-only member councils will not have access to operational activities: e.g. procurement, Technical Groups (Planning, Engineering, Water and Wastewater, Energy Management, Youth and Community). Members will still have access to Waste Forum’s EPA-funded projects providing they remain part of the Voluntary Regional Waste Group arrangement with the EPA and to RivSIG as membership is open.</li> <li>• After 2 years members will need to decide what happens to the JO. Possibility that there will be a repetition of the discussions that are currently occurring.</li> </ul>	
REROC	JO
<p><b>Activities:</b> REROC undertakes advocacy and lobbying activities and regional planning – as required by Members REROC continues with operational activities as usual.</p>	<p><b>Wagga Wagga City Council operates the JO for 2 years at no cost to the Member Councils. After which councils decide what to do</b> (as per correspondence to councils dated 19 July 2022)</p> <p><b>Activities:</b> JO undertakes the 3 core activities, but no operational work.</p> <p><b>Note – Contracts and Grant:</b> Contracts for Capacity Building Funding run until June 2023.</p>
<p><b>Staffing:</b> CEO Project Officer Admin Assistant Employed under contract with REROC, governed by Fair Work and National Awards System</p>	<p><b>Staffing:</b> Supplied by Wagga Wagga City Council at Wagga Wagga City Council’s cost.</p> <p><b>Note – Staff:</b></p> <ul style="list-style-type: none"> <li>• Andrew finishes in early February</li> <li>• CEO contract ends June 2023</li> </ul>
<p><b>Office:</b> Office co-located with a like-minded regional organisation or in stand-alone office.</p> <p>Will need to purchase office furniture, equipment and phone system.</p>	<p><b>Office:</b> Provided by Wagga Wagga City Council and Wagga Wagga City Council’s cost.</p>

#### 4. REROC Stand Alone/JO goes into hiatus

In this model the JO goes into hiatus, and the only activities it undertakes are those that have a statutory obligation e.g., audit, 4 Board meetings per year, GIPA returns. Members maintain a watching brief in relation to State Government intentions re JOs.

The JO would continue to exist and could come out of “hibernation” if needed. Members would pay for the compliance activities as the costs are incurred and these would be shared equally across the JO membership. The 4 mandatory meetings would be held prior to a REROC Board meeting but there would be no business transacted unless it was related to a compliance matter like the audit.

REROC would revert to the situation that was in place 4 years ago, undertaking all the strategic activities as well as the operational activities.

There is one outstanding contract to be completed by the JO and that is for you Capacity Building Project, funding was \$150,000. The project is due for completion by June 2023.

##### Positives:

- All collaboration activities are consolidated in the one organisation. Efforts are no longer duplicated.
- Councils can be members of REROC and the JO
- JO remains “alive” and can be brought out of hibernation if needed.
- REROC “brand” has strong recognition among State and Federal agencies and other stakeholders.
- REROC is not a “public sector organisation” and therefore is not answerable to the State for “control and accountability”.
- Members totally control what the organisation does, how it does it and when it does it.
- Compliance activities are minimal and are restricted to an external audit to returns to the NSW Fair Trading.
- REROC can apply for non-council grant funding as an incorporated NFP and council-only funding through an auspicing arrangements with a member council/s.
- REROC can amend its Constitution to allow for County Councils to have a vote.

##### Negatives:

- JO will still need to deliver on compliance issues and hold 4 meetings a year.
- For some State agencies, JOs are the preferred conduit into regional NSW. (ROCs still operate in metro areas).
- JO ceases, councils could miss out on “JO-only” activities. Currently, there are no JO-only activities with the exception of the JO EO meetings and the JO Joint Chairs’ Forum. There are no JO-only funding streams.
- Loss of access to participation in Regional Leadership Executive (RLE). Although when Wagga Wagga was not part of the JO, the RLE made arrangements to consult with them separately.
- Dept of Regional NSW may choose not to attend REROC Board meetings. Giles Butler currently attends the JO Board meetings. Prior to the creation of JOs the Department had participated in REROC Board meetings for about 15 years.
- Statement of Strategic Priorities would need to be incorporated into REROC’s activities

<ul style="list-style-type: none"> <li>• Councils can choose to work through the JO to provide services on a regional basis – this will be lost. Councils cannot delegate things like regulatory services to the ROC.</li> <li>• Loss of the ability to transfer staff in and out of the regional organisation because REROC is not party to the LG Award and employment arrangements.</li> </ul>	
REROC	JO
<p><b>Activities:</b> REROC takes back all the advocacy and lobbying activities and regional planning.</p> <p>REROC continues with operational activities as usual.</p>	<p><b>JO stops functioning and goes into hiatus. Maintains a watching brief in relation to State Government intentions re JOs. Continues to meet statutory compliance obligations.</b></p> <p><b>Activities:</b> Compliance activities only. Audit, GIPA returns etc. ARIC. Councils share compliance costs equally. <i>JO must meet a minimum of 4 times per year.</i> There would be no business other than compliance.</p> <p><b>Note – Contracts and Grant:</b> Contracts for Capacity Building Funding run until June 2023.</p>
<p><b>Staffing:</b> CEO Project Officer Admin Assistant Employed under contract with REROC, governed by Fair Work and National Awards System</p>	<p><b>Staffing:</b> No staff, REROC staffing monitor compliance.</p> <p><b>Note – Staff:</b></p> <ul style="list-style-type: none"> <li>• Andrew finishes in early February</li> <li>• CEO contract ends June 2023</li> </ul>
<p><b>Office:</b> Office co-located with a like-minded regional organisation or in stand-alone office. Will need to purchase office furniture, equipment and phone system.</p>	<p><b>Office:</b> No office required, however would utilise REROC facilities and equipment when needed.</p>



OFFICE OF THE MAYOR

## CITY OF WAGGA WAGGA

19 July 2022

Cr Rick Firman OAM  
Temora Shire Council  
PO Box 262  
TEMORA NSW 2666

Email: [temshire@temora.nsw.gov.au](mailto:temshire@temora.nsw.gov.au)

Dear Rick

**Re: One Organisation Discussions**

I refer to the discussions we have been having in relation to the Riverina Joint Organisation (RivJO) of councils and the REROC.

I confirm the submissions which were made at the meeting by Wagga Wagga City Council (WWCC) to the effect that we do not seek to be part of the REROC but recognise the value that it holds to other Councils in terms of securing funding for operational programs and projects and delivering those projects on behalf of the Councils.

On the basis that REROC is used and funded by other Councils which seek to be involved in the joint delivery of operational programs, WWCC makes the offer of maintaining the RivJO at the sole cost of WWCC.

This proposal is based on the understanding that WWCC would use the resources it currently has available to maintain the function of the RivJO. This would include provision of the following:

- Office space and meeting space
- Vehicle use
- Governance
- Finance and accounting
- Audit requirements both annual audit and internal audit requirements
- IT and communication
- Catering for meetings
- Human Resources

To give a guide as to what WWCC sees as the outputs from the Joint Organisation, the strategic scope of work for the Joint Organisation would include the following:

- Health Services
- Economic Development
- Regional Planning
- Visitor Economy
- Specialist Staffing
- Industry

Civic Centre  
Cnr Baylis & Morrow Streets  
PO Box 20 Wagga Wagga NSW 2650  
Ph: (02) 6926 9111  
[mayor@wagga.nsw.gov.au](mailto:mayor@wagga.nsw.gov.au)

- Air Transport
- Rail
- Housing
- Freight Infrastructure

Each member Council including WWCC would have one vote.

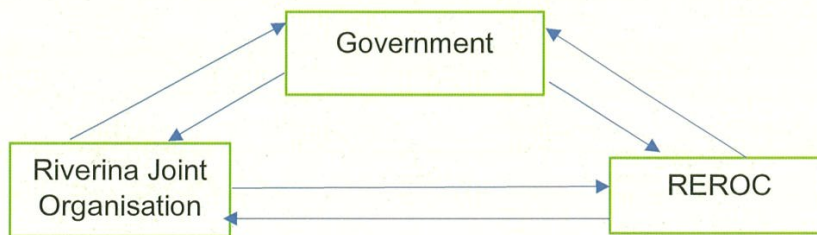
For functioning of the RivJO, WWCC asks that the common model of a General Managers Advisory Committee (GMAC) and a Board be adopted. The preparation of the business for the Board is undertaken by a committee of all General Managers having a single vote.

The business paper for the Board is prepared from the outcomes of the GMAC meeting. Each Mayor or delegate has one vote at the RivJO Board meeting.

WWCC would commit to this model including financing for a period of two years.

In the final year, the Councils can form a view about whether it is effective or not and can determine a way forward from that point.

Hopefully this initiative can be seen as successful for the future of the region. That is the aim of WWCC in putting it forward.



I ask that you pass this correspondence to your General Manager for discussion.

Yours faithfully

Cr Dallas Tout  
Mayor



The Council of the  
**City of Wagga Wagga**

### Comparison of Benefits of the Two Structures

*Based on the Benefits of JOs' document provided by Ally Dench to Cr Sheahan which has been circulated to Members.*

Benefits of JOs	ROCS	Comments
Since 2015 the State Government has provided more than \$8.6 million in direct core funding to NSW JOs. No operational funding has been provided to ROCs.	The ROC has continued to attract grant funding over that period. Including approx. \$1.5 million from the EPA.	The OLG funding includes the pilot funding, the establishment funding and the Capacity Building funding. There has been no funding specifically ring-fenced for the JO. All funding to date the ROC could have applied for. Given the proliferation of ROCs in the City there is no reason to expect that this will change.
JOs enhance the way local and state governments work together to plan and deliver important regional infrastructure and investment.	ROCs are in a position to do the same. REROC produced the first Regional Freight Transport Study in the State in 2014.	In the last four years the JO has not had a request from a State agency to pro-actively participate in the planning or delivery of <i>important regional infrastructure or investment</i> . We have sat on some grant decision making in relation to economic development projects.
The Regulation that supports the Act ensures that JOs are subject to a similar operating and governance framework that applies to councils. Each JO develops a Statement of Strategic Regional Priorities. Through the Regional Leadership Executive convened by the State Government, the state considers these priorities when developing regional plans programs.	The ROC is incorporated as an association in NSW. It operates in a similar framework to a small business. It has developed and continues Strategic Plans which contain Strategic Priorities. The ROC always participated in the RLE meetings prior to the JO being established.	The RLE may take into account the JO's or the ROC's Strategic Priorities but I have not seen this occur in practice. We have been asked to reflect State priorities in our regional planning.
JO boards provide annual progress reports against these priorities.	ROC's provide Annual Reports and conduct AGMs	
Councils can choose to work through the JO to provide services on a regional basis. The JO can also run	ROCs were created to take advantage of economies of scale and scope. ROCs provide services on a regional basis.	

tenders and manage projects on behalf of member councils. This provides an opportunity for economies of scale to be explored.	REROC has previously run regional Road Safety Officers, Digital Connectivity Officers, we are currently engaged in joint procurements and have been for over 20 years.	
As an entity under the Local Government Act, 1993, a JO must follow the procurement and tendering processes prescribed for councils, reducing the risk that can be found in other governance models that are not subject to the same robust accountability framework.	ROCs can choose to follow the same procurement and tendering processes prescribed by councils. REROC does that when facilitating the procurements for councils.	We wanted the JOs to become prescribed organisations so that they could purchase on behalf of councils like LGNSW does. This did not happen in the legislation so JO procurements run the same way as the ROC does. The Sydney ROCs facilitate substantial procurement activities and this has not caused any issues. REROC has facilitated millions of dollars in procurements on behalf of the Member Councils and has not had any issues.
This transparent, legislated framework does not exist for ROCs and allows the state government to have confidence in partnering in regional initiatives, setting the foundation for better collaboration on shared priorities.	REROC is an incorporated association which reports to the State Government under the relevant legislation. REROC has had no issues partnering on regional initiatives with State or Federal Governments.	Other ROCs in the State were s355 committees (the OLG may not realise that REROC is quite different in that context). As s355 committees they were reliant on other councils auspicing activities for them. The Government has had no problem partnering with the ROCs that are operating in Sydney nor with REROC.
With the approval of the Board, member councils can delegate functions to their JO, allowing JOs to deliver programs and services on behalf of member councils. Councils cannot delegate functions to a ROC.	The ROC facilitates activities at a Regional level. REROC ran the Road Safety Officer program for councils, while the staff were employed by each council, the ROC provided the oversight.	
All but one ROC in regional NSW resolved to dissolve the ROC as the JOs were established. Largely, this was to avoid duplicate membership and operational costs, and to allow councils to take advantage of the transparency and rigour offered by the	REROC did not dissolve because it was an incorporated organisation and therefore already subject to a legislative framework.	



legislative framework supporting JOs.		
<p>In the Morrison Low report <i>Review of operations of REROC and the Riverina Joint Organisation April 2020</i> commissioned by RIVJO and REROC in 2020, Morrison Low said about the current model:</p> <ul style="list-style-type: none"> <li>• <i>...with RivJO undertaking the role as detailed in the Local Government Act and REROC continuing to undertake the operation aspects, namely services delivery and project management. There are no cost savings, and over time you would expect the costs would increase exponentially due to significant duplication of operational and governance activities.</i></li> <li>• <i>The benefits are that REROC remains operational, which was a desire from most member councils, however it doesn't resolve or deal with the core themes of duplication of effort and costs, value for money and affordability for member councils. With two entities operating in the same regional space, it may cause confusion and potential conflict for stakeholders. The state government may question member councils' full commitment to the JO arrangements, with the potential downside unknown.</i></li> </ul>	REROC resolved that the two organisations would co-exist for 18 months.	<p>Members recognise that this is not the optimal operational context.</p> <p>It was agreed that they would see how the JO structure worked and the advantages it generated prior to making a final decision on the a One Organisation structure.</p>
Regional NSW Directors sit on the board of their JO and bring information about regional projects and funding	The Regional NSW Director was an ex-officio members of the REROC Board just as the RDA is. The Regional Director continues	REROC has had the Regional Director sitting on the Board meeting since 2000.

opportunities to the JO and highlight JO achievements to regional agencies.	to receive invitations to the ROC meeting and the minutes of the Board	
JO Executive Officers sit on their Regional Leadership Executive (RLE) and engage with regional agencies, participating in setting regional priorities, advocating for their member councils, and promoting opportunities for JO funding for regional projects and programs.	REROC has sat on RLE meetings and its predecessor organisations since 2005.	The RLEs engage separately with councils that are not part of a JO.
These relationships help the JO to work towards the priorities set by their member councils, in collaboration with the State Government. Some JOs have found it effective to invite agency representatives to present information to the Board or to the collective of general managers.	The REROC has State agency representatives sitting on most of its Technical Committee Working Groups. It is very effective. This has been the case for a number of years.	
Through the JO Chairs Forum JOs and member councils have access to Ministers and heads of agencies	The ROC has access to Ministers and Heads of agencies as well.	Sydney councils only have ROCs and they can access Ministers and Heads of Agencies.
Financial sustainability of JOs <ul style="list-style-type: none"> <li>One of the key issues facing JOs is their financial sustainability. Some JOs (not all) want the Government to pay for their operational costs. <b>OLG does not have funding available to provide to JOs.</b></li> </ul>		Whatever happens councils are going to pay.
The Government believes that as custodians of public resources, JOs should be subject to the same controls and accountabilities as other public sector organisations	REROC is an independent member-based and driven organisation.	

ATTACHMENT THREE

Joint Organisation Structure		
Employed Staff and Office		NOTES
<b>Income</b>		
Council Contributions	417,900	Flat Rate: \$46,434 per Voting Member (8) and \$23,216 for each County Council (2)
Laundry Income	2,000	<b>Current Total Contributions: RERO</b> 196,367 JO: \$174,846 <b>TOTAL = \$371,213</b>
Interest on Investments	2,000	
Grant Funds: Waste	102,000	
Outside Income: Procurement	20,000	
Outside Income: Conferences	40,000	
Outside Income: Trainee Subsidy	20,000	
<b>TOTAL</b>	<b>603,900</b>	
<b>Expenditure</b>		
Salaries		
CEO	180,000	
Project Officer	75,000	
Admin Support	60,000	
Trainee	40,000	
Living Benefits	4,000	
Overhead costs	113,400	At 36%
Compliance Costs (ARIC)	15,000	Chair paid \$1000 per meeting 2 other members at \$750 per meeting. 4 meetings a year plus travel and venue.
Equipment consumables	4,000	
Rent	25,000	
Utilities	6,000	
Advertising	1,500	
Motor Vehicle	16,000	
Insurance (contents & JO)	8,000	Statewide currently providing free insurance for Liability and Directors
Legal/accounting/audit	20,000	Audit and Legals
Meetings & Catering	8,000	
Telephone/internet/mobile	7,000	
Printing/Stationery	6,000	
Representations	8,000	
Laundry/other	2,000	
Website/IT	5,000	Includes Hosting
	603,900	
<b>Operating Profit/(Loss)</b>	<b>-</b>	
<b>Capital Expenditure</b>		
Computers, Photocopier, Printer, Telephone, Furniture, Laptop, Labelling, Internet	50,000	JO owns one computer. RERO owns one car, two desks, two laptops, 2 filing cabinets, three mobile phones. Stacks of merchandise.

ROC Structure		
Employed Staff and Office		NOTES
<b><u>Income</u></b>		
Council Contributions	390,900	<b>Flat Rate:</b> \$43,433 per Voting Member (8) and \$21,717 for each County Council (2)
Sundry Income	2,000	<b>Current Total Contributions:</b> REROC 196,367 JO: \$174,846 <b>TOTAL = \$371,213</b>
Interest on Investments	2,000	
Grant Funds: Waste	102,000	
Outside Income: Procurement	20,000	
Outside Income: Conferences	40,000	
Outside Income: Trainee Subsidy	20,000	
<b>TOTAL</b>	<b>576,900</b>	
<b><u>Expenditure</u></b>		
<i>Wages</i>		
CEO	180,000	
Project Officer	75,000	
Admin Support	60,000	
Trainee	40,000	
<i>Fringe Benefits</i>	4,000	
<i>On-costs</i>	113,400	At 36%
Equipment consumables	4,000	
Rent	25,000	
Utilities	6,000	
Advertising	1,500	
Motor Vehicle	16,000	
Insurance (contents & REROC)	8,000	
Legal/accounting/audit	8,000	Audit and Legals
Meetings & Catering	8,000	
Telephone/internet/mobile	7,000	
Printing/Stationery	6,000	
Representations	8,000	
Sundry/other	2,000	
Website/IT	5,000	Includes Hosting
	576,900	
<b>Operating Profit/(Loss)</b>	-	
<b><u>Capital Expenditure</u></b>		
Computers, Photocopier, Printer, Telephone, Furniture, Laptop, Cabling, Internet	50,000	JO owns one computer. REROC owns one car, two desks, two laptops, 5 filing cabinets, three mobile phones. Stacks of merchandise

## ATTACHMENT FOUR



The Hon. Wendy Tuckerman MP  
Minister for Local Government

Our Ref: A824037

Clr Rick Firman OAM  
Chair  
Riverina Joint Organisation  
PO Box 646  
WAGGA WAGGA NSW 2650

Via email: [eo@riverinajo.nsw.gov.au](mailto:eo@riverinajo.nsw.gov.au)

Dear Clr Firman

Thank you for your correspondence of 24 May 2022 about the requirement to appoint an audit risk and improvement committee (ARIC).

At the outset, I would like to congratulate your joint organisation on committing to implement the new requirements. While the existing legislation does not allow councils and joint organisations to be exempt from the requirement to have an ARIC, the Government recognises that some joint organisations may have faced challenges in establishing an ARIC ahead of the 4 June deadline. The Government is prepared to accommodate some flexibility in implementation timeframes provided joint organisations can demonstrate that they are actively taking steps to appoint an ARIC.

As you would be aware, it is open to joint organisations to share ARICs and an internal audit function with other councils or joint organisations to reduce operating costs. The Office of Local Government's draft *Guidelines on Risk Management and Internal Audit for Local Councils in NSW* which are available on its website, provides detailed guidance for joint organisations on the establishment and operation of a shared ARIC and internal audit function. Some Joint Organisations have embraced the new framework as a business opportunity and will be coordinating these activities on behalf of their member councils. Alternatively, Joint Organisations can also be included in the Audit and Risk Management activities of one of their member councils.

I am also pleased to advise that under the final framework, councils and joint organisations will no longer be required to appoint prequalified ARIC chairs and members from June 2027 and will have the flexibility to appoint ARIC chairs and members that satisfy the eligibility criteria specified in the Office of Local Government's Guidelines. Further guidance on this will be provided shortly.

While I acknowledge your views about whether joint organisations should be required to have an ARIC, the Government believes that as custodians of public resources, joint organisations should be subject to the same controls and accountabilities as other public sector organisations. Not only will an ARIC assist your joint organisation to put in place controls and assurance mechanisms to manage risks to its operations, it will also operate as a business improvement tool to assist it to achieve its objectives more efficiently and effectively.

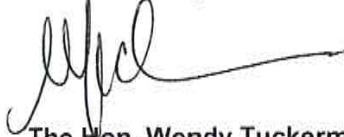
I hope this information is of assistance. Should your joint organisation require assistance in establishing an ARIC, please do not hesitate to contact the Office of Local Government via its Council

GPO Box 5341 Sydney NSW 2001 ▪ P: (02) 8574 5280 ▪ W: [nsw.gov.au/ministertuckerman](http://nsw.gov.au/ministertuckerman)

Engagement Manager, Cameron Templeton on 0488 499 743 or by email at [Cameron.Templeton@olg.nsw.gov.au](mailto:Cameron.Templeton@olg.nsw.gov.au).

Thank you for bringing this matter to the Government's attention.

Yours sincerely



**The Hon. Wendy Tuckerman MP**  
Minister for Local Government

CC: The Hon. Steph Cooke MP, Member for Cootamundra  
The Hon. Wes Fang MLC, Member of the Legislative Council  
Mr Justin Clancy MP, Member for Albury  
Dr Joe McGirr MP, Member for Wagga Wagga

24 JUN 2022

## BENEFITS OF JOINT ORGANISATIONS

### What are joint organisations?

- The NSW Government established joint organisations under the Local Government Act 1993 (the Act) in 2018. JOs are local government entities with legal powers to support councils to work together for better rural and regional outcomes.
- JOs provide a forum for member councils to work cooperatively for the benefit of their communities.
- They have three key goals:
  - strategic planning and priority setting
  - intergovernmental collaboration
  - shared leadership and advocacy
- JOs add value to their member councils and communities by allowing councils to operate more efficiently, sharing policies, staff and services, by cooperative tendering and other activities to achieve economies of scale.
- JOs add value to their region through combined advocacy. The state and federal governments are shifting their focus to delivering infrastructure and economic development at a regional, rather than LGA level and so JOs are uniquely positioned to tap into these opportunities.

### What can a JO do that a ROC can't?

- Since 2015 the State Government has provided more than \$8.6 million in direct core funding to NSW JOs. No operational funding has been provided to ROCs.
- JOs enhance the way local and state governments work together to plan and deliver important regional infrastructure and investment.
- The Regulation that supports the Act ensures that JOs are subject to a similar operating and governance framework that applies to councils. Each JO develops a Statement of Strategic Regional Priorities. Through the Regional Leadership Executive convened by the State Government, the state considers these priorities when developing regional plans programs.
- JO boards provide annual progress reports against these priorities.
- Councils can choose to work through the JO to provide services on a regional basis. The JO can also run tenders and manage projects on behalf of member councils. This provides an opportunity for economies of scale to be explored.
- As an entity under the Local Government Act, 1993, a JO must follow the procurement and tendering processes prescribed for councils, reducing the risk that can be found in other governance models that are not subject to the same robust accountability framework.



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- This transparent, legislated framework does not exist for ROCs and allows the state government to have confidence in partnering in regional initiatives, setting the foundation for better collaboration on shared priorities.
- With the approval of the Board, member councils can delegate functions to their JO, allowing JOs to deliver programs and services on behalf of member councils. Councils cannot delegate functions to a ROC.
- All but one ROC in regional NSW resolved to dissolve the ROC as the JOs were established. Largely, this was to avoid duplicate membership and operational costs, and to allow councils to take advantage of the transparency and rigour offered by the legislative framework supporting JOs.
- In the Morrison Low report *Review of operations of REROC and the Riverina Joint Organisation April 2020* commissioned by RIVJO and REROC in 2020, Morrison Low said about the current model:
  - *...with RivJO undertaking the role as detailed in the Local Government Act and REROC continuing to undertake the operation aspects, namely services delivery and project management. There are no cost savings, and over time you would expect the costs would increase exponentially due to significant duplication of operational and governance activities.*
  - *The benefits are that REROC remains operational, which was a desire from most member councils, however it doesn't resolve or deal with the core themes of duplication of effort and costs, value for money and affordability for member councils. With two entities operating in the same regional space, it may cause confusion and potential conflict for stakeholders. The state government may question member councils' full commitment to the JO arrangements, with the potential downside unknown.*

#### **JOs have direct access to Regional NSW Regional Directors**

- Regional NSW Directors sit on the board of their JO and bring information about regional projects and funding opportunities to the JO and highlight JO achievements to regional agencies.
- JO Executive Officers sit on their Regional Leadership Executive (RLE) and engage with regional agencies, participating in setting regional priorities, advocating for their member councils, and promoting opportunities for JO funding for regional projects and programs.
- These relationships help the JO to work towards the priorities set by their member councils, in collaboration with the State Government. Some JOs have found it effective to invite agency representatives to present information to the Board or to the collective of general managers.





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**Through the JO Chairs Forum JOs and member councils have access to Ministers and heads of agencies**

- The JO Chairs Forum meets quarterly in Sydney with Ministers, OLG, heads of Agencies, LGNSW and specialist presenters to progress strategic priorities for Regional NSW. Key issues include: ESL, Housing, Water, Transport and to co-design program funding with State Govt.

**In forming JOs, the Government gave an undertaking to review the JO framework to ensure it was achieving its intended outcomes**

- In 2021, OLG commissioned a review of the JO framework. The review concluded that the JO framework is robust and credible but makes some recommendations for improvement. The previous Minister and Deputy Premier accepted all the review recommendations.
- OLG is leading an interagency working group to implement the recommendations of the review relating to OLG and the State Government
- The group is chaired by Ally Dench, Executive Director, Local Government and includes the Executive Directors of relevant agencies (including Regional NSW, Transport, Planning, Crown Lands, Aboriginal Outcomes, etc). The draft implementation plan is close to completion and should be distributed to JOs for comment shortly.

**Financial sustainability of JOs**

- One of the key issues facing JOs is their financial sustainability. Some JOs (not all) want the Government to pay for their operational costs. OLG does not have funding available to provide to JOs.
- Through the interagency working group OLG is asking agencies with the potential to fund projects and programs through Joint Organisations to consider how JOs might “clip the ticket” or take a project management fee which would go towards the ongoing costs of running the JO.

**Current financial status of JOs**

- An analysis of JOs audited financial statements available shows that the financial performance of JOs is variable.
- Average membership fees range from \$21,000 per council (RIVJO and New England) to \$75,000 per council at Central West JO and \$98,000 per council in Illawarra Shoalhaven JO.
- Apart from membership fees JOs generate revenue through attracting grant funding and delivering programs and projects on behalf of their member council and state agencies.

Page 3




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- Hunter JO (\$2,373,000), Illawarra Shoalhaven (\$1,798,000) and Canberra JO (\$1,659,000) generated the most revenue in the 20/21 financial year, while RIVJO and New England JOs generated \$73,000 and \$75,000 respectively.

**Many JOs keep operational costs to a minimum by sharing resources.**

- A common practice among JOs is for member councils to provide in-kind support – this ranges from provision of administrative support, access to policies etc to provision of free or local cost accommodation and secretariat support.
- It is on record that Wagga Wagga Council has offered a range of options to help reduce costs to the member councils including free or low cost administration and accommodation.

**12.5 DISCLOSURE OF INTEREST RETURNS - SEPTEMBER 2022**

**File Number:** REP22/1083  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** 1. Disclosures [↓](#) 

**REPORT**

Disclosure of Interest Returns for the period January 2022 to 30 June 2022 are due for submission to Council by 30 September 2022 for Councillors and designated persons.

Under the Model Code of Conduct all Councillors and designated persons must complete and lodge the return with the General Manager in the form prescribed by the regulations.

**RECOMMENDATION**

It is recommended that Council notes the Disclosure of Interest Returns.

*Report by Gary Lavelle*

DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS RETURN

Particulars of each disposition of property to a person by any other person under arrangements made by me, being dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 6 of the Local Government (General) Regulation 2005.
2 If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3 The particulars required to complete this form are to be written in black letters or typed.
4 If any space is insufficient in this form for all the particulars required to be completed, an appendix is to be attached for that purpose which properly identified and signed by you.
5 If there are no pecuniary interests or other matters of the kind to be disclosed under a particular main heading in this form, the heading "Nil" is to be placed in an appropriate space under that heading.
6 \*\* means delete whichever is inapplicable

MEMBER TEMORA RECREATION BOWLING CLUB
MEMBER TEMORA MEMORIAL EX SERVICES CLUBS

IMPORTANT INFORMATION

This information is being collected for the purpose of compliance with section 449 of the Local Government Act 1993. You must not a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contravened of these requirements may be referred to the Local Government Pecuniary Interest Tribunal. The information collected on this form will be kept by the General Manager at the council chambers in a register of returns. Every person entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

by ANTHONY IRVINE (full name of councillor or designated person)
\*in respect of the period from 21.12.21 to 30.6.22 (return period)
\*as at 30.6.22 (return date)
(councillor's or designated person's signature)
1/7/2022 (date)

A. REAL PROPERTY

Table with 2 columns: Address of each parcel of real property in which I had an interest at the return date, and Nature of interest. Row 1: 147 CARSON STREET, TEMORA; FREEMOLD. Row 2: 8 HAKEA STREET, TEMORA; FREEMOLD.

B. SOURCES OF INCOME

Table with 2 columns: Description of occupation, and Name and address of employer or description of office held (if applicable). Row 1: MANAGER / IRVINE SIGNS P/L; IRVINE SIGNS P/L. Row 2: DIRECTOR; 8 HAKEA ST, TEMORA.

date and ending on the following 30 June:  
 \*Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) \*at the return date / \*at any time during the return period

Name of trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt \*at the return date / \*at any time during the return period

Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period

**H. DISPOSITIONS OF PROPERTY**

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Name and address of settlor	Name and address of trustee

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)

**C. GIFTS**

Description of each gift I received at any time during the return period

Description of each gift I received at any time during the return period	Name and address of donor

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

I. DISCRETIONARY DISCLOSURES

AND DESIGNATED PERSONS RETURN

Date Received:
Received By:

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
2 If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
4 The particulars required to complete this form are to be written in black letters or typed.
5 If any space is insufficient in this form for all the particulars required to be disclosed, an appendix is to be attached for that purpose which properly identified and signed by you.
6 If there are no pecuniary interests or other matters of the kind to be disclosed under a particular main heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.
7 \*\* means delete whichever is inapplicable.

IMPORTANT INFORMATION

This information is being collected for the purpose of compliance with section 449 of the Local Government Act 1993. You must not provide a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contravening of these requirements may be referred to the Local Government Pecuniary Interest Tribunal. The information collected on this form will be kept by the General Manager at the council chambers in a register of returns. Every councillor is entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

by BELINDA JANE BUSHELL (full name of councillor or designated person) \*as at 30-6-20 (return date)
\*in respect of the period from 21-12-21 to 30-6-22 (return period) (councillor's or designated person's signature) 1st July 2022 (date)

A. REAL PROPERTY

Table with 2 columns: Address of each parcel of real property in which I had an interest at the return date/\* at any time during the return period; Nature of interest. Row 1: 110 ASQUITH STREET, TEMORA; Home

B. SOURCES OF INCOME

I. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June:
\* Sources of income I received from an occupation at any time during the return period:

Table with 3 columns: Description of occupation; Name and address of employer or description of office held (if applicable); Name under which paid conducted (if applicable). Rows include: Env. Health Building Officer; TUNEI SHIRE COUNCIL, BELMORIST; TEMORA SHIRE COUNCIL, LOFTUS ST, TEMORA

date and ending on the following 30 June:  
 \* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) \*at the return date / \*at any time during the return period

Name of trade union or business association	Description of position

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt \*at the return date / \*at any time during the return period

Name and address of person	Description of debt

**H. DISPOSITIONS OF PROPERTY**

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

Name and address of person to whom disposed	Description of property	Date of disposition	Particulars of disposition

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Name and address of donor	Description of gift

**C. GIFTS**

Description of each gift I received at any time during the return period

Description of gift	Name and address of donor

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period

Name and address of person	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

**I. DISCRETIONARY DISCLOSURES**

**AND DESIGNATED PERSONS RETURN**

Date Received: .....  
 Received By: .....

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
- 2 If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
- 3 If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
- 4 The particulars required to complete this form are to be written block letters or typed.
- 5 If any space is insufficient in this form for all the particulars required, complete it as an appendix to be attached for that purpose with properly identified and signed by you.
- 6 If there are no pecuniary interests or other matters of the kind referred to in clause 1 to be disclosed under a particular main heading in this form, the "Nil" is to be placed in an appropriate space under that heading
- 7 \*\* means delete whichever is inapplicable

**IMPORTANT INFORMATION**

This information is being collected for the purpose of compliance with section 449 of the Local Government Act 1993. You must not a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest Tribunal.

The information collected on this form will be kept by the General Manager at the council chambers in a register of returns. Everyone entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register or rectify by submitting a fresh return at any time.

**DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS**

by CLAIRE ELLEN M. LAREN \*as at 30.6.2022 (return date)  
 (full name of councillor or designated person)

\*in respect of the period from 21.12.21 to 30.6.22 (return period)

(councillor's or designated person's signature)

1-7-22 (date)

**A. REAL PROPERTY**

Address of each parcel of real property in which I had an interest at the return date/* at any time during the return period	Nature of interest
563 May Gilmore Way, Manurewa, 2668	Owned
134 Polaris Street, Tenawa, 2666	Owned
90 Speirs Lane, Rietfontein, 2666	Owned
899 May Gilmore Way, Manurewa, 2668	Owned
187 Gaunt Lane, Manurewa, 2665	Owned
227 Hoskins Street, Tenawa, 2666 - Owned by Superfund	

**B. SOURCES OF INCOME**

I, \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June:  
 \* Sources of income I received from an occupation at any time during the return period:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which paid conducted (if applicable)
Farming	Self employed	



date and ending on the following 30 June:  
 \* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)


**C. GIFTS**

Description of each gift I received at any time during the return period	Name and address of donor
NIL	

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken
NIL		

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal or corporation: (except case of public company)
NIL			

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position
NIL	

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period
NAB NACLA AGRIBUSINESS
CASE IH

**H. DISPOSITIONS OF PROPERTY**

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.
NIL

**AND DESIGNATED PERSONS RETURN**

dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

NIL

**I. DISCRETIONARY DISCLOSURES**

- TEMORA RG BUREAU - MEMBER
- COMBATING LANDCARE - MEMBER
- RURAL FIRE SERVICE - VOLUNT EBR
- N.S.W. FARMERS ASSOC. - MEMBER
- \*ARM LINK - MEMBER
- NATIONAL PARTY - MEMBER
- TEMORA BOWLING CLUB - MEMBER
- TEMORA GOLF CLUB - MEMBER
- TEMORA EXCURSIONS CLUB - MEMBER

Date Received: .....  
Received By: .....

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
- 2 If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
- 3 The particulars required to complete this form are to be written in block letters or typed.
- 4 If any space is insufficient in this form for all the particulars required, an appendix is to be attached for that purpose which properly identified and signed by you.
- 5 If there are no pecuniary interests or other matters of the kind to be disclosed under a particular main heading in this form, the "NIL" is to be placed in an appropriate space under that heading.
- 6 \*\* means delete whichever is inapplicable.

**IMPORTANT INFORMATION**

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The information collected on this form will be kept by the General Manager at the council chambers in a register of returns. Everyone entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

**DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS**

by GRAHAM PETER SINCLAIR \*as at 30-6-2022 (return date)  
(full name of councillor or designated person)

\*In respect of the period from 21-12-21 to 30-6-22 (return period)

(councillor's or designated person's signature) 6/9/22 (date)

**A. REAL PROPERTY**

Address of each parcel of real property in which I had an interest at the return date* at any time during the return period	Nature of interest
<i>ATTACHED</i>	

**B. SOURCES OF INCOME**

I. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which paid conducted (if applicable)
<i>FARMER</i>	<i>PART OWNER</i>	

date and ending on the following 30 June:

\* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
<i>NIL</i>	

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

\*Sources of other income I received at any time during the return period:  
(include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

<i>GOLDENFIELDS WATER - BOARD MEMBER</i>

**C. GIFTS**

Description of each gift I received at any time during the return period

Name and address of donor
<i>NIL</i>

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period

Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken
<i>NIL</i>	

**E. INTEREST AND POSITIONS IN CORPORATIONS**

Name and address of each corporation in which I had an interest or held a position \*at the return date / \*at any time during the return period

Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)
<i>NIL</i>		

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) \*at the return date / \*at any time during the return period

<i>NIL</i>	

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt \*at the return date / \*at any time during the return period

<i>NIL</i>

**H. DISPOSITIONS OF PROPERTY**

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly in part, the use and benefit of the property or the right to re-acquire the property at a later time.

<i>NIL</i>

**DISCLOSURE OF PECUNIARY INTERESTS 2022 – Graham Sinclair****REAL PROPERTY**

255 Sinclairs Lane, Combaning, Temora 2666	Part Owner
3944 Old Cootamundra Road, Temora 2666	Part Owner
683 Reynolds Lane, Temora 2666	Part Owner
39 Reynolds Lane, Temora 2666	Part Owner
178 Loftus Street Temora 2666	Part Owner
145 Morangarell Road, Temora 2666	Son's Property
Sunny Slopes, Booths Road, Temora 2666	Son's Property
969 Thanowring Road, Temora 2666	Son's Property
'Liddersdale, Old Wagga Road North, Temora 2666	Son's Property
4012 Old Cootamundra Road, Temora 2666	Son's Property
231 North Combaning Road, Temora 2666	Son's Property
332 North Combaning Road, Temora 2666	Son's Property
684 Reynolds Lane, Temora 2666	Son's Property
4352 Old Cootamundra Road, Temora 2666	Son's Property
'Back Place' Reynolds Lane, Temora 2666	Son Share farms Property
153 Kitchener Road, Temora 2666	Sister's home
180 Aurora Street, Temora 2666	Part Owner - mother lifetime tenancy
'Tara' Thornes Lane, Springdale 2666	Son leases property
'Flowerdale" Campbells Lane, Temora 2666	Son Share farms property
'Eulinda' Fergusons Lane Temora NSW 2666	Son Share Farms property
25 Beattie Street Temora NSW 2666	Part Owner
165 Hoskins Street Temora NSW 2666	Son's Property

DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS RETURN

I, the undersigned, as a person responsible for the property, as a person by any other person under arrangements made by me, being dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

Date Received: Received By:

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
2 If this return is the first return required to be submitted by you after assuming that position, all Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3 The particulars required to complete this form are to be written block letters or typed.
4 If any space is insufficient in this form for all the particulars required to be completed, an appendix is to be attached for that purpose which properly identified and signed by you.
5 If there are no pecuniary interests or other matters of the kind required to be disclosed under a particular main heading in this form, the heading "Nil" is to be placed in an appropriate space under that heading.
6 \*\*\* means delete whichever is inapplicable.

IMPORTANT INFORMATION

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DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

by: JASON ANTHONY COSOE (full name of councillor or designated person)
\*as at: 30.6.22 (return date)
\*in respect of the period from: 2.1.21 to: 30.6.22 (return period)
(councillor's or designated person's signature)
1/7/22 (date)

A. REAL PROPERTY

Table with 2 columns: Address of each parcel of real property in which I had an interest at the return date; Nature of interest. Row 1: 604/22 Central Ave Manly; 1/2 share.

B. SOURCES OF INCOME

Table with 2 columns: Description of occupation; Name and address of employer or description of office held (if applicable); Name under which paid conducted (if applicable). Row 1: Solicitor; Farrell Goode Pty Ltd 128 Hobsons Bay Rd; Tasmania.

date and ending on the following 30 June:

\* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
<u>Estate Hilda Ethel King</u>	<u>Jason Anthony Goode, Kristin Jane Goode + Damien Joseph Goode</u>
<u>Mark Cameron Brennan De Boss Sr Temora</u>	<u>Business Assistance Rivenera Pty Ltd 180 Hastings St Temora</u>

\* Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

\* Sources of other income I received at any time during the return period:

(include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Telstra Corporation Ltd - Dividend

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal or corporation (except case of public company)
<u>Farrell Goode Pty Ltd</u>	<u>Shareholder</u>	<u>Director</u>	<u>Law Firm</u>
<u>Business Assistance Rivenera Pty Ltd</u>	<u>Shareholder</u>	<u>Director</u>	<u>Trustee</u>
<u>Bengali Pty Ltd</u>	<u>Shareholder</u>	<u>Director</u>	<u>Trustee</u>
<u>Kiriimaska Pty Ltd</u>	<u>Shareholder</u>	<u>Director</u>	<u>Trustee</u>
<u>Phantom Skull Cave Pty Ltd</u>	<u>Shareholder</u>	<u>Director</u>	<u>Investor</u>

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) \*at the return date / \*at any time during the return period

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position
<u>Law Society of NSW</u>	<u>Member</u>
<u>Society of Trust &amp; Estate Professionals</u>	<u>Member</u>
<u>Rivenera Law Society</u>	<u>President</u>

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt \*at the return date / \*at any time during the return period

<u>Farrell Goode Pty Ltd</u>	<u>180 Hastings St Temora</u>
<u>Phantom Skull Cave Pty Ltd</u>	<u>180 Hastings St Temora</u>

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

**H. DISPOSITIONS OF PROPERTY**

I. Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.


dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

N/A

AND DESIGNATED PERSONS RETURN

Date Received:
Received By:

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
2 If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
4 The particulars required to complete this form are to be written in block letters or typed.
5 If any space is insufficient in this form for all the particulars required, an appendix is to be attached for that purpose which properly identified and signed by you.
6 If there are no pecuniary interests or other matters of the kind to be disclosed under a particular main heading in this form, the "NIL" is to be placed in an appropriate space under that heading.
7 \*\* means delete whichever is inapplicable.

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DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

by LINDY LOUISE REINHOLD (full name of councillor or designated person) \*as at 30.6.20
\*in respect of the period from 21.12.21 to 30.6.22 (return period)
04/07/2022 (date)

A. REAL PROPERTY

Table with 2 columns: Address of each parcel of real property in which I had an interest at the return date, Nature of interest. Row 1: 153 Britannia St, Temora 2666, OWNER

B. SOURCES OF INCOME

1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June.
\* Sources of income I received from an occupation at any time during the return period.

Table with 2 columns: Description of occupation, Name under which paid conducted (if applicable). Row 1: Shop Assistant REINHOLD BUTCHERY, Hostels St, Temora 2666, Employee

date and ending on the following 30 June:  
 \* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
N/A	

\* Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \* Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Name and address of each corporation (except in case of public company)	Nature of interest (if any)	Description of position (if any)

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) \*at the return date / \*at any time during the return period

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position
Tenora Business Enterprise Group	Constit Rep.

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt \*at the return date / \*at any time during the return period

N/A

**H. DISPOSITIONS OF PROPERTY**

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

N/A

date and ending on the following 30 June:  
 \* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
N/A	

\* Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \* Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Name and address of each corporation (except in case of public company)	Nature of interest (if any)	Description of position (if any)

**C. GIFTS**

Description of each gift I received at any time during the return period

Description of each gift I received at any time during the return period	Name and address of donor
N/A	

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken
N/A		



I, the undersigned, as a person who is responsible for the management of the property, hereby declare that the information provided in this return is true and correct to the best of my knowledge and belief, and that I have not made any other pecuniary interests or other matters to be disclosed in this return.

**I. DISCRETIONARY DISCLOSURES**

**DISCLOSURE OF PECUNIARY INTERESTS AND DESIGNATED PERSONS RETURN**

Date Received: .....  
Received By: .....

- The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
- If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
- If this return is not the first return required to be submitted by you after attaining the position, Part G of the return should be completed with appropriate information for the return period for the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
- The particulars required to complete this form are to be written in block letters or typed.
- If any space is insufficient in this form for all the particulars required to be disclosed, an appendix is to be attached for that purpose which is properly identified and signed by you.
- If there are no pecuniary interests or other matters of the kind to be disclosed under a particular main heading in this form, the "Nil" is to be placed in an appropriate space under that heading.
- \*\* means delete whichever is inapplicable.

**IMPORTANT INFORMATION**

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The information collected on this form will be kept by the General Manager at the council chambers in a register of returns. Every councillor is entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

**DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS**

by MAXWELL JOHN OLIVER (full name of councillor or designated person) \*as at 30.6.20 (return date)

\*in respect of the period from 21.12.21 to 30.6.22 (return period)

(councillor's or designated person's signature)

6/10/2022 (date)

**A. REAL PROPERTY**

Address of each parcel of real property in which I had an interest at the return date* at any time during the return period	Nature of interest
<u>26 BUNDAMUNOHAN RD TENDRA</u>	<u>RESIDENCE (OWN)</u>
<u>134 DE BOOS ST TENDRA</u>	<u>SUBDIVISION (OWN)</u>

**B. SOURCES OF INCOME**

I, \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June:  
\* Sources of income I received from an occupation at any time during the return period:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which paid conducted (if applicable)
<u>Bus Driver</u>	<u>CRASHA PONG BUNDAMUNOHAN ST TENDRA</u>	<u>N/A</u>
<u>Counsellor</u>	<u>TENDRA SHIRE COUNCIL, LOCAL GOVT TENDRA</u>	<u>N/A</u>
<u>Investment Decision</u>	<u>BUNDAMUNOHAN SUPER FUND 36 BUNDAMUNOHAN RD TENDRA</u>	<u>N/A</u>

date and ending on the following 30 June:

\* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
TRANSITION REGION	Brownlow Road 26 Brownlow Rd TAMMUDA

\* Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

\* Sources of other income I received at any time during the return period:  
(include description sufficient to identify the person from whom, or the circumstances in which, that income was received)


**C. GIFTS**

Description of each gift I received at any time during the return period

Description of each gift I received at any time during the return period	Name and address of donor

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period

Dates on which travel was undertaken

Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal or corporation (except case of public company)
Parliamentary Super Fund 26 Brownlow Rd TAMDRA NTW 2666	Self	Director	Member of Parliament

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) \*at the return date / \*at any time during the return period

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt \*at the return date / \*at any time during the return period

Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period	Description of position
National Australia Bank	Heskins of Tamook NSW 2666

**H. DISPOSITIONS OF PROPERTY**

I. Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.


In return for some disposition of property to a person or any other person, where an assignment made by their will or dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

N/A

I. DISCRETIONARY DISCLOSURES

President, Anish Park RFS  
 President, Anish Park - Mossel Senior Housing  
 Member, Rotary Club of Tenora  
 Council Representative, Anish Park Community Project Committee  
 Festival Committee - 335 but

AND DESIGNATED PERSONS RETURN

Date Received: .....  
 Received By: .....

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- 3 If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
- 4 The particulars required to complete this form are to be written in block letters or typed.
- 5 If any space is insufficient in this form for all the particulars required, complete it on an appendix to be attached for that purpose with properly identified and signed by you.
- 6 If there are no pecuniary interests or other matters of the kind to be disclosed under a particular main heading in this form, the "NIL" is to be placed in an appropriate space under that heading.
- 7 "\*" means delete whichever is inapplicable.

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DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

by: **NIGEL ASHLEY JUDD** \*as at 30.6.2022 (return date)  
 (full name of councillor or designated person)  
 \*in respect of the period from 21.12.21 to 30.6.22 (return period)  
 (date) *1/7/22*

A. REAL PROPERTY

Address of each parcel of real property in which I had an interest at the return date* at any time during the return period	Nature of interest
<i>House, 1 Colaban Street, Anish Park</i>	<i>Owner</i>
<i>Farm, "Teesan", Anish Park</i>	<i>Owner</i>
<i>Unit 1/147 Baker St, Tenora</i>	<i>owned by Hefe wife</i>

B. SOURCES OF INCOME

I. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June.

\* Sources of income I received from an occupation at any time during the return period:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which paid conducted (if applicable)
<i>Mixed Farming</i>	<i>Manager/Partner</i>	

date and ending on the following 30 June:  
 \*Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
N/A	

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Farm Lease	
MLC Super Pension	

**C. GIFTS**

Description of each gift I received at any time during the return period	Name and address of donor
N/A	

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken
N/A		

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union or each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position
N/A	

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period
N/A

**H. DISPOSITIONS OF PROPERTY**

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.
Sale of part farm "Wattle Farm" on the 1/3/22

dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

*NIL.*

*S*

**I. DISCRETIONARY DISCLOSURES**

*AS ATTACHED.*

**AND DESIGNATED PERSONS RETURN**

Date Received: .....  
Received By: .....

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
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- 3 If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year, (whichever is appropriate).
- 4 The particulars required to complete this form are to be written in black letters or typed.
- 5 If any space is insufficient in this form for all the particulars required to be completed, an appendix is to be attached for that purpose which properly identified and signed by you.
- 6 If there are no pecuniary interests or other matters of the kind referred to in this form, the words "NIL" is to be placed in an appropriate space under that heading.
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**DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS**

by RICKY BRUCE, FIRMAN \*as at 30-6-2022 (return date)  
 (full name of councillor or designated person)

\*in respect of the period from 21-12-21 to 30-6-22 (return period)

*2/7/2022* (date)  
 (councillor's or designated person's signature)

**A. REAL PROPERTY**

Address of each parcel of real property in which I had an interest at the return date/* at any time during the return period	Nature of interest
* 'S HECHWOOD' 70 POLARIS ST. TEMORA	OWNER
* 230 HOSKINS ST. TEMORA,	DOWNER
* UNITS 1 & 2, 230 HOSKINS ST TEMORA	DOWNER

**B. SOURCES OF INCOME**

1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June:
- \* Sources of income I received from an occupation at any time during the return period:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which paid conducted (if applicable)
PROPERTY	RICKY BRUCE'S MENSWEAR	N/A
"	230 HOSKINS ST TEMORA.	
"	R.B. FIRMAN V CO.	
"	ANTIQUE FURNITURE	
"	232 HOSKINS ST. TEMORA	

date and ending on the following 30 June:  
 \* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) \*at the return date / \*at any time during the return period

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position
* TEMORA BUSINESS ENTERPRISE GROUP	PATROL

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt \*at the return date / \*at any time during the return period

Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period
* NABS - HOSKINS ST. TEMORA. 266

**H. DISPOSITIONS OF PROPERTY**

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Name and address of settlor	Name and address of trustee

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:  
 \*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)

**C. GIFTS**

Description of each gift I received at any time during the return period

Description of each gift I received at any time during the return period	Name and address of donor

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

## **Mayor R. B. Firman, OAM, JP**

**FULL NAME:** Councillor Rick. Bruce Firman, OAM, JP  
**HOME ADDRESS:** 'Sherwood' 75 Polaris Street, Temora, NSW, 2666  
**BUSINESS ADDRESS:** 230 Hoskins Street, Temora, NSW, 2666  
**D.O.B:** 29<sup>th</sup> August, 1974  
**OCCUPATION:** Proprietor of Rick Firman's Menswear & of  
R B Firman & Co – Antique Furniture  
**POST NOMINALS:** Medal in the Order of Australia (OAM), Justice of the Peace  
NSW (JP)

**AWARDS/HONOURS:**

- 'Firman Wing' – Frank Whiddon Masonic Homes, Temora - 2020
- Queen's Baton Relay – Baton Bearer – 2018 C'W Games
- OAM - Queen's Birthday Honours List - 2015
- Patron – Temora Business Enterprise Group (TBEG) - 2012
- Riverina Volunteer of the Year – 2008
- Honorary Life Member, Temora Golden Gift Committee Inc. - 2008
- NSW/ACT Grand Lodge Community Service Medal - 2007
- Life Member, Can Assist – Temora – 2007 (Paid-Up)
- Riverina Australian Football Umpire of the Year – 2005, 2018, 2019
- NSW Athletics League Administrator of the Year – 2003
- Australian Sports Medal (for services to Aust. Football Umpiring) 2000
- Temora Shire Citizen of the Year - 1999
- Honorary Life Member, Riverina Australian Football Umpires Association - 1997
- Temora Shire Young Citizen of the Year – 1991

### **CURRENT ROLES:**

- Temora Shire Councillor – 2004 – current
- Mayor – Temora Shire Council – 2012 – current
- Commissioner – NSW Local Government Boundaries Commission – 2016 – current (into second 5-year-term).
- Chairman – Riverina Eastern Regional Organisation of Councils (REROC) Board – October, 2016 – current (Executive Board Member – (REROC) – 2014 – current)
- Foundation Chairman - Riverina Joint Organisation (RivJO) – 2018 – current
- Deputy Chairman, NSW Joint Organisation Chairmen's Forum – 2019 - current
- Chairman, Cootamundra State Electorate Council – 2019 - current
- Foundation Chairman, Temora District Education Fund – 2008 – current
- Board Member, Temora District Hospital Advisory Council, 2006 – current
- Chairman, Temora District Hospital Advisory Council – 2019 - current
- President, Temora & District Sports Council – 2006 – current
- Chairman, Temora Shire's Elite Sportsman Walk of Honour Judging Panel 2017 - current
- Chairman, Debutante of the Year Ball Committee – 2009 - current
- Chairman, Temora Zone Red Shield Appeal Committee – 2009 – current
- Chairman, Temora Shire Youth Advisory Committee – 2022 – current
- Chairman, Temora Traffic Committee – 2022 – current
- Chairman, St. Paul's Anglican Church Parish Council (Councillor since 2020) – 2022 - current
- Deputy President, Temora Police & Community Committee – 2012 - current
- Past Master, Temora Masonic Lodge - 2002 & 2003 (Member since 1996 – current)
- Goal-Umpire, AFL-Riverina (Riverina Australian Football Umpires Association) – 1987 – current

2 of 2

**PAST COMMUNITY EXPERIENCE:**

- Deputy Mayor, Temora Shire Council – 2009 – 2012
- Deputy Chairman & Trustee – Cootamundra Electorate Council (NSW) – 2016-2019
- Deputy Chairman of Riverina Regional Organisation of Councils (REROC) – 2016 (June) – 2016 (October)
- Board Member, Temora Business Enterprise Group Executive Board – 2012 - 2018
- Secretary, Cootamundra State Electorate Council – 2016 - 2017
- Chairman, Temora District Hospital Advisory Board, 2007 - 2012
- Chairman, Temora Police & Community Committee Inc. - 2000 – 2004, 2011-2012
- President, Temora West Public School Council – Member since 2006- President from 2013 – 2022
- Chairman, Temora Shire Economic Development Committee – 2013 – 2022
- Chairman, Temora District Hospital Grounds/Garden Upgrade Committee – 2021/22
- President, Temora Golden Gift Committee – 2002-2009
- Chairman, Rotary Club of Temora's Youth Service Committee, 2005-2009 Member
- President, Temora Business Enterprise Group - 2010 - 2012
- Committee member, Temora Special Persons & Carers Inc – 2017 - 2021
- Secretary, Temora Shire Australia Day Council – 2006 – 2012
- Essential Energy's Regional Advisory Board – 2007- 2010
- Secretary, Temora Police & Community Consultative Committee, 1997-2000, 2004-2011
- Chairman, Temora Shire Health Strategies Committee – 2009 – 2013
- Chairman, Temora & District Drought Breaking Bash Committee – 2005 -2007
- Goal Umpires Coach, Riverina Aust. Football Umpires Assoc. – 2001 - 2015
- Deputy Chairman, Riverina Electorate Council – 2004 – 2005
- Committeeman, Open Minds Brighter Futures (Mental Health Support Group) 2004 - 2014
- Vice President, Riverina Australian Football Umpires Association – 2007 - 2009
- Chairman, Temora Shire Assets Committee – 2008/09
- Director, Service Projects – Rotary Club of Temora – 2008/09
- Secretary, Temora Trotting Club Ltd – 1997 – 2004
- Secretary, Temora Showground Board of Trustees – 1998 – 2002
- Deputy Chairman, Temora Showground Board of Trustees – 2003 - 2004
- Treasurer, Temora & District Sports Council – 1997 – 2005
- Treasurer, Noel Warren Masonic Village Aged Care Complexes – 1996 – 2002
- Secretary, Noel Warren Masonic Village Aged Care Complexes – 2002 - 2008
- Vice President, Temora Australian Football Club – 1998 – 2000
- Vice President, Temora Show Society – 1995 – 1998
- Member, Rotary Club of Temora Inc. – 2005-2014
- Board Member, Temora Community Centre Management – 1988 – 1992

**FINANCIAL MEMBER OF THE FOLLOWING ORGANISATIONS;** National Party of NSW, Riverina Australian Football Umpires Association, Temora Ex-Services Memorial Club, Temora Bowling & Recreation Club, Temora Golf Club, Riverina Australian Football Club, Temora Shed-4-Men, Ronald McDonald House - Wagga, Kurrajong-Waratah Industries, Temora Aero Club, Temora Show Society, Aria Park Bowling Club, Temora Masonic Lodge, Frank Whiddon Masonic Homes, NSW Masonic Youth Welfare Fund, Royal Freemasons Benevolent Institute, Temora Flyers Inc., NSW Masonic Club, Australian Aviation Hall of Fame & Aria Park Show Society:



DISCLOSURE OF INTERESTS AND DESIGNATED PERSONS RETURN

Date Received:
Received By:

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
2 If this return is the first return required to be submitted by you offer attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3 The particulars required to complete this form are to be written block letters or typed.
4 If any space is insufficient in this form for all the particulars required, complete it, an appendix is to be attached for that purpose which properly identified and signed by you.
5 If there are no pecuniary interests or other matters of the kind to be disclosed under a particular main heading in this form, the "Nil" is to be placed in an appropriate space under that heading.
6 "\*" means delete whichever is inapplicable.

IMPORTANT INFORMATION

This information is being collected for the purpose of compliance with section 449 of the Local Government Act 1993. You must not return a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contravention of these requirements may be referred to the Local Government Pecuniary Interest Tribunal. The information collected on this form will be kept by the General Manager at the council chambers in a register of returns. Every person entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

by GARY CHARLES LAVELLE (full name of councillor or designated person)
\*As at 30.6.20 (return date)
\*In respect of the period from 21.12.21 to 30.6.22 (return period)
1/7/2022 (date)

A. REAL PROPERTY

Table with 2 columns: Address of each parcel of real property in which I had an interest at the return date, Nature of interest. Entry: 6 BRAMPTON ST, DOMONA; NATURE OWNER

B. SOURCES OF INCOME

Table with 2 columns: Description of occupation, Name and address of employer or description of office held (if applicable), Name under which paid conducted (if applicable). Entry: GUYANA M.M.A.P.E; TOMONA SKINE COUNCIL; 105 LOFTUS ST, DOMONA; N/A

dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

N/A

I. DISCRETIONARY DISCLOSURES

BOARD MEMBER - GUYANA RDA
MEMBER - TOMONA EX-SERVICE CLUB
MEMBER - TOMONA BOWLING CLUB

date and ending on the following 30 June:  
 \* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
N/A	

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

\*Sources of other income I received at any time during the return period:  
 (include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

N/A

Name and address of settlor	Name and address of trustee

**C. GIFTS**

Description of each gift I received at any time during the return period

Description of each gift I received at any time during the return period	Name and address of donor
NIL	

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period

Dates on which travel was undertaken

Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

NIL

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) \*at the return date / \*at any time during the return period

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)
LOCAL GOVT PROFESSIONALS			

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt \*at the return date / \*at any time during the return period

NIL

Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period

**H. DISPOSITIONS OF PROPERTY**

I, Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

NIL

I, Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

**I. DISCRETIONARY DISCLOSURES**

TEMORA GOLF CLUB - MEMBER  
 TEMORA BOWLING CLUB - MEMBER  
 TEMORA EX-SERVICES MEMORIAL CLUB - MEMBER

**AND DESIGNATED PERSONS RETURN**

Date Received: .....  
 Received By: .....

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
- 2 If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
- 3 If any space is insufficient in this form for all the particulars required to be disclosed, an appendix is to be attached for that purpose which properly identified and signed by you.
- 4 If there are no pecuniary interests or other matters of the kind referred to in Part 8 of the return, the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year, (whichever is appropriate).
- 5 The particulars required to complete this form are to be written in block letters or typed.
- 6 If any space is insufficient in this form for all the particulars required to be disclosed, an appendix is to be attached for that purpose which properly identified and signed by you.
- 7 If there are no pecuniary interests or other matters of the kind referred to in Part 8 of the return, the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year, (whichever is appropriate).
- 8 \*NIL\* is to be placed in an appropriate space under that heading.
- 9 \*\* means delete whichever is inapplicable.

**IMPORTANT INFORMATION**

This information is being collected for the purpose of compliance with section 449 of the Local Government Act 1993. You must not a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contravention of these requirements may be referred to the Local Government Pecuniary Interest Tribunal.

The information collected on this form will be kept by the General Manager at the council chambers in a register of returns. Everyone entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

**DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS**

by ELIZABETH LOUISE SMITH \*as at 30.6.2022 (return date)  
 (full name of councillor or designated person)

\*in respect of the period from 21.12.21 to 30.6.22 (return period)

1-7-2022 (date)  
 (councillor's or designated person's signature)

**A. REAL PROPERTY**

Address of each parcel of real property in which I had an interest at the return date* at any time during the return period	Nature of interest
11 JOHN RANDS PLACE TEMORA	OWNER
250 HOSKINS STREET TEMORA	CO-OWNER

**B. SOURCES OF INCOME**

1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which paid conducted (if applicable)
DIRECTOR - ADMIN TEMORA SHIRE COUNCIL -	105 LOFTUS ST TEMORA	N/A
FINANCE		

date and ending on the following 30 June:

\* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
<i>NIL</i>	

\* Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

\* Sources of other income I received at any time during the return period:

(include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

<i>NIL</i>

**C. GIFTS**

Description of each gift I received at any time during the return period

	Name and address of donor
<i>NIL</i>	

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period

	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken
<i>NIL</i>		

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) \*at the return date / \*at any time during the return period

	Description of position
<i>CHARTERED ACCOUNTANTS AUSTRALIA &amp; NEW ZEALAND.</i>	<i>MEMBER.</i>
<i>LOCAL GOVERNMENT PROFESSIONALS</i>	<i>MEMBER</i>

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt \*at the return date / \*at any time during the return


**H. DISPOSITIONS OF PROPERTY**

I. Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

<i>NIL.</i>

dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property  
M/A.

I. DISCRETIONARY DISCLOSURES

VICE PRESIDENT, NARRABURRA SOCIAL & COMMUNITY CENTRE INC  
CHAIRMAN, TEMORA HERITAGE COMMITTEE  
CHAIRMAN, TSC ACCESS & EQUITY COMMITTEE  
VICE CHAIRMAN, TEMORA BUSINESS ENTERPRISE GROUP.  
TREASURER (ASSISTANT) - TEMORA A.V.C.B.Y UNION CLUB INC  
SECRETARY - TEMORA JUNIOR BUGBY UNION CLUB

AND DESIGNATED PERSONS RETURN

Date Received: .....  
Received By: .....

- The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
- If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
- If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
- The particulars required to complete this form are to be written in block letters or typed.
- If any space is insufficient in this form for all the particulars required to be disclosed, an appendix is to be attached for that purpose which properly identified and signed by you.
- If there are no pecuniary interests or other matters of the kind to be disclosed under a particular main heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.
- \*\* means delete whichever is inapplicable.

IMPORTANT INFORMATION

This information is being collected for the purpose of compliance with section 449 of the Local Government Act 1993. You must not return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contravening of these requirements may be referred to the Local Government Pecuniary Interest Tribunal. The information collected on this form will be kept by the General Manager at the council chambers in a register of returns. Everyone entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

by: KRISTON JOHN DUNSTAN \*as at 30.6.2022 (return date)  
(full name of councillor or designated person)

\*in respect of the period from 21.12.21 to 30.6.22 (return period)

JULY, 2022 (year)

A. REAL PROPERTY

Address of each parcel of real property in which I had an interest at the return date* at any time during the return period	Nature of interest
223 HOSKINS STREET TEMORA	PART OWNER
SHAMROCK HOTEL MOTEL, 286 HOSKINS ST, TEMORA	PART OWNER PART LESSEE

B. SOURCES OF INCOME

I. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which paid conducted (if applicable)
LOCAL GOVT DIRECTOR	TEMORA SHIRE COUNCIL	M/A

date and ending on the following 30 June:

\* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
BADDOCK VENTURES P/L	DUNCAN M'CARBONE MRS ACCOUNTANTS
	HODKINS STREET, TEMORA
DUNSTAN FAMILY DISCRETIONARY TRUST	" " " "
	" " " "

\*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

\*Sources of other income I received at any time during the return period:

(include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

ONE TWELVE PTY LTD (DIRECTOR / SHAREHOLDER)
T/A SHAMLOCK HOTEL, TEMORA

**C. GIFTS**

Description of each gift I received at any time during the return period	Name and address of donor

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)
N/A			

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) \*at the return date / \*at any time during the return period

DEPA	MEMBER
AIBS	MEMBER
AHIS	MEMBER

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt \*at the return date / \*at any time during the return

ST GEORGE BANK

**H. DISPOSITIONS OF PROPERTY**

I. Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly in part, the use and benefit of the property or the right to re-acquire the property at a later time.

570 MORANSARRELL ROAD, TEMORA

at the time of any disposal of property or a portion of any such property unless arrangements have been made by the Council for the use and benefit of the property.

N/A

I. DISCRETIONARY DISCLOSURES

TEMORA RUGBY LEAGUE CLUB - TREASURER

DISCLOSURE OF PECUNIARY INTERESTS AND DESIGNATED PERSONS RETURN

Date Received:
Received By:

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3 The particulars required to complete this form are to be written block letters or typed.
4 If any space is insufficient in this form for all the particulars required, an appendix is to be attached for that purpose, which properly identified and signed by you.
5 If there are no pecuniary interests or other matters of the kind to be disclosed under a particular main heading in this form, the "Nil" is to be placed in an appropriate space under that heading.
6 "Nil" means delete whichever is inapplicable.

IMPORTANT INFORMATION

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DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

by ROBERT FISHER (full name of councillor or designated person) \*as at 30.06.2022 (return date)
\*in respect of the period from 21.12.21 to 30.6.22 (return period) 29/6/2022 (date)

A. REAL PROPERTY

Table with 2 columns: Address of each parcel of real property in which I had an interest at the return date, Nature of interest. Rows include 10 WADEY PLACE and 9 WADEY PLACE, both with interest nature OWNEE.

B. SOURCES OF INCOME

Table with 2 columns: Description of occupation, Name and address of employer or description of office held (if applicable), Name which pa conducted (if appli). Row includes TEMORA SHIRE COUNCIL, 105 LOTUS STREET NSW 2666.

date and ending on the following 30 June:

\* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
FRISWELL FAMILY TRUST 10 WANEY PLACE TEMORA NSW 2666	RN FISWELL 10 WANEY PLACE TEMORA NSW 2666

\* Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

\* Sources of other income I received at any time during the return period:

(include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

N/A

**C. GIFTS**

Description of each gift I received at any time during the return period	Name and address of donor
N/A	

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken
N/A		

Name and address of each corporation in which I had an interest or held a position at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)
ADP, ALU, AOH, BVS, CAT			
CSB, DTC, EMIL, HUB, HUM, GINIA FIRMATA			
IKV, LUT, MTT, NIAN, NOU, SAGEHOLDER			
NTD, NXL, PPS, SCBLO			

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position
N/A	

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period
Commonwealth Bank - Home Loan
N/A

**H. DISPOSITIONS OF PROPERTY**

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly in part, the use and benefit of the property, or the right to re-acquire the property at a later time.
N/A



AND DESIGNATED PERSONS RETURN

dispositions made at any time during the return period, whereby I obtained, either wholly or in part, the use and benefit of the property.

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of the Local Government (General) Regulation 2005.
2 If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
4 If any space is insufficient in this form for all the particulars required to be written in block letters or typed.
5 If there are no pecuniary interests or other matters of the kind referred to in this form, the particulars required to be written in block letters or typed should be "NIL".
6 \*\* means delete whichever is inapplicable

IMPORTANT INFORMATION

This information is being collected for the purpose of compliance with section 449 of the Local Government Act 1993. You must not provide a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest Tribunal. The information collected on this form will be kept by the General Manager at the council chambers in a register of returns. Every person entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

by: ALEX TOMAU (full name of councillor or designated person)
ALEX TOMAU (full name of councillor or designated person) \*as at 30/06/2022 (return date)
\*in respect of the period from 31/12/2021 to 30/06/2022 (return period)

(councillor's or designated person's signature)
13 JULY 2022 (date)

A. REAL PROPERTY

Table with 2 columns: Address of each parcel of real property in which I had an interest at the return date/# at any time during the return period; Nature of interest. Row 1: 88 Deboos Street, TEMORA; OWNER

B. SOURCES OF INCOME

1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June:
\* Sources of income I received from an occupation at any time during the return period:

Table with 2 columns: Description of occupation; Name and address of employer or description of office held (if applicable); Name under which paid conducted (if applicable). Row 1: CIVIL ENGINEER; TEMORA SHIRE COUNCIL

date and ending on the following 30 June:

\* Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee

\* Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

\* Sources of other income I received at any time during the return period:

(include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Rental Income 88 Debaos St through Miller & James Real Estate as our Property Manager.

Capital Gains income from the sale of 88 Debaos Street, Temora.

**C. GIFTS**

Description of each gift I received at any time during the return period	Name and address of donor

**D. CONTRIBUTIONS TO TRAVEL**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal of corporation (except case of public company)

**F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATION**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position

**G. DEBTS**

Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period
National Australia Bank (NAB) - Home Loan → Loan discharged with sale of property
Macquarie Bank - Car Loan

**H. DISPOSITIONS OF PROPERTY**

Particulars of each disposition of real property by me at any time during the return period whereby I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

**13      ENGINEERING SERVICES**

Nil

## 14 ENVIRONMENTAL SERVICES

### 14.1 DRAFT DEVELOPER CONTRIBUTIONS PLAN 2022

**File Number:** REP22/1011

**Author:** Town Planner

**Authoriser:** Director of Environmental Services

**Attachments:**

1. Recommendations for amendment to plan [↓](#) 
2. Draft Developer Contributions Plan 2022 [↓](#) 

#### REPORT

Council last updated the Temora Shire Council Developer Contributions Plan in 2019. The current plan was recently reviewed as part of an external audit process and several, relatively minor, changes were advised to amend the plan. A copy of the recommendations and Council officer responses is attached.

In addition, it is appropriate at this time for Council review the projects listed to be supported in their delivery through the Developer Contributions Plan, their location, their estimated value and proposed timeframe.

Council officers have prepared a Draft Developer Contributions Plan 2022, including the amendments identified as part of the external audit. Existing project costs and timeframes have been updated through consultation with Council's Engineering Asset Manager as part of the draft plan, and a new project to support the future upgrade of Bradley Park is proposed to be added to the works schedule. A copy of the Draft Plan is attached.

#### RECOMMENDATION

It is recommended that Council:

1. Receive the Draft Temora Shire Council Developer Contributions Plan 2022,
2. Place the Draft Plan on public exhibition for a period of 28 days and
3. Receive a future report on the outcome of the public exhibition.

***Report by Claire Golder***

**Temora Shire Council - Internal Audit – Council Contribution Plans  
Recommendations and Management Responses**

<b>Recommendation</b>	<b>Management Response</b>
<p><b>1. Development Consent Conditions</b> To ensure compliance with Clause 7.12(1) a development consent condition should be imposed on all relevant development consents, that the applicant is to pay a levy as per Council's Contribution Plan.</p>	<p>Agreed. To include relevant condition where applicable.</p>
<p><b>2. Cross Boundary Development Issues</b> The provisions of Section 7.14 of the EP&amp;A Act 1979 is not noted within Council's Plan. A notation reflecting cross boundary issues should be included within any new plan and should include a proposed dispute mechanism.</p>	<p>Agreed. To include a notation reflecting cross boundary issues within the next version of the plan. A proposed dispute mechanism will also be included.</p>
<p><b>3. State Significant Development and conditions imposed by Minister or Planning Secretary</b> A notation reflecting State Significant Development conditions imposed by the Minister or Planning Secretary should be included within in the next review of the current contribution plan or any future new contribution plan as per the content in Section 7.16 of the Environmental Planning &amp; Assessment Act 1979.</p>	<p>Agreed. To include a notation reflecting State Significant Development conditions imposed by the Minister or Planning Secretary within the next version of the current contribution plan or any future new contribution plans.</p>
<p><b>4. Compliance with Ministerial Directions</b> To ensure transparency and compliance with all applicable Ministerial Directions, the following notation (or words to the effect) should be included in the next review of the current contribution plan or any future new contribution plan: Ministerial Directions The Council will have regard to the requirements of any issued Ministerial Direction.</p>	<p>Agreed. The following notation (or words to the effect) will be included in the next version of the current contribution plan or any future new contribution plan: <i>Ministerial Directions</i> <i>The Council will have regard to the requirements of any issued Ministerial Direction.</i></p>
<p><b>5. Clause 211 Of the Environmental Planning &amp; Assessment Regulations 2021</b> For Council Notation Only - As per Clause 211 Of the Environmental Planning &amp; Assessment Regulations 2021, in preparing/reviewing any future contributions plan, council must consider any relevant practice notes.</p>	<p>Agreed. Council will consider any relevant practice notes in preparing/reviewing any future contributions plan.</p>
<p><b>6. Planning Circular PS 21-001– Improving planning agreements – 12 February 2021</b> Council consider Voluntary Planning Agreements (VPAs) and how they be included in the next review of the current contribution plan or any future new contribution plan. This does not require an urgent response as any new agreement would still need to comply with Division 1A Planning Agreements – Clauses 25B – 25H of the EP&amp;A Regulation. However, inclusion within Council's Plan would provide the appropriate level of transparency for developer, the community and Council alike.</p>	<p>Agreed. Council will consider the need to include VPAs in the next version of the Contribution Plan at the time of review.</p>

**Temora Shire Council - Internal Audit – Council Contribution Plans  
Recommendations and Management Responses**

<p><b>7. Planning Circular PS 21-002- Reporting &amp; accounting requirements for infrastructure contributions - 12 February 2021</b></p> <p>Councils are required to keep up-to-date planning agreement and local contributions registers on their individual websites and include a link to these on the NSW Planning Portal. Therefore by 1 July 2022 (or as soon as practical) Council is to publish the following information on its website and on the NSW Planning Portal:</p> <p>a) Copies of all planning agreements (including amendments and variations to the agreements). <b>N/A</b></p> <p>b) Copies of the explanatory notes relating to those agreements or amendments. <b>N/A</b></p> <p>c) Planning agreement registers with additional information required in the amending Regulation. <b>N/A</b></p> <p>d) Local contributions registers including the additional information required in the amending Regulation.</p> <p><b>Applicable – to review Regulation</b></p> <p>e) Annual financial statements for planning agreements and local infrastructure contributions showing aggregate totals of money, land, and works / works-in-kind received (also referred to as ‘material public benefit’). <b>Achieved</b></p> <p>f) Copies of all current contributions plans and current contribution rates under each plan. <b>Done</b></p> <p>g) Annual report information related to contributions expenditure, including a detailed breakdown of contributions expenditure by project. <b>New requirement from 1 July 2022</b></p>	<p>Agreed.</p> <p>To review website for currency of information and to investigate ability to provide a link on Planning Portal.</p>
<p><b>8. Practice Note PS 21-003 - Increasing section 7.12 levies - February 2021</b></p> <p>When preparing / reviewing any future contributions plan, Council must consider Practice Note: The Section 7.12 Fixed Development Consent Levies as it provides general advice on how to prepare a section 7.12 contributions plan. It includes details on what should be included in the plan, how the cost of carrying out development is determined, what is not included in the costs, exemptions, information about maximum section 7.12 levies and criteria to apply for higher rates.</p>	<p>Agreed.</p> <p>Council will consider any relevant practice notes in preparing/reviewing any future contributions plan.</p>

## Temora Shire Council

# Draft Developer Contributions Plan 2022

Fixed development consent levy under Section 7.12 of the Environmental Planning and Assessment Act 1979

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**Contents:**

Part 1 – Administration & Operation of Plan	p. 2
Part 2 – Expected Development & Facilities Demand	p. 8
Schedule 1 – Works Schedule	p. 9
Schedule 2 – Detailed Works Description	p. 11

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**Dated Adopted by Temora Shire Council:**

**Plan commences:**

**In brief:**

This plan replaces the previous Developer Contributions Plan 2020.

Temora Shire Council collects a levy on all development valued over \$100,000 occurring in Temora Shire. There is no requirement for nexus to be established between the development section 7.12 is levied against and object of the expenditure of that levy. Temora Shire Council expends money levied under section 7.12 on value add projects which have whole of community benefit such as parks, recreation facilities, Temora main street improvements, transport facility improvements and stormwater drainage improvement works. Projects are prioritised and funded as money becomes available, meaning that there are always projects being funded by section 7.12 in the Temora Shire Local Government Area.

Temora Shire Council does not have a Section 7.11 Contributions Plan.

## Part 1

### Administration & Operation

#### 1.1. Name of Plan:

This Plan is called *Temora Shire Council Developer Contributions Plan 2022*.

#### 1.2. Commencement

This Plan commences upon adoption of this Plan by Temora Shire Council.

#### 1.3. Purpose of Plan

- To authorise the Council to impose, as a condition of development consent, a requirement that the applicant pay to the Council a levy determined in accordance with 1.8. of this Plan;
- To require a certifying authority to impose, as a condition of issuing a complying development certificate, a requirement that the applicant pay to Council a levy determined in accordance with this Plan; and
- To govern the application of money paid to the Council under a condition by this Plan.

#### 1.4. Section 7.12 Fixed development consent levies(cf previous s 94A)

(1) A consent authority may impose, as a condition of development consent, a requirement that the applicant pay a levy of the percentage, authorised by a contributions plan, of the proposed cost of carrying out the development.

(2) A consent authority cannot impose as a condition of the same development consent a condition under this section as well as a condition under section 7.11.

(2A) A consent authority cannot impose a condition under this section in relation to development on land within a special contributions area without the approval of:

- (a) the Minister, or
- (b) a development corporation designated by the Minister to give approvals under this subsection.

(3) Money required to be paid by a condition imposed under this section is to be applied towards the provision, extension or augmentation of public amenities or public services (or towards recouping the cost of their provision, extension or augmentation). The application of the money is subject to any relevant provisions of the contributions plan.

(4) A condition imposed under this section is not invalid by reason only that there is no connection between the development the subject of the development consent and the object of expenditure of any money required to be paid by the condition.

(5) The regulations may make provision for or with respect to levies under this section, including:

- (a) the means by which the proposed cost of carrying out development is to be estimated or determined, and
- (b) the maximum percentage of a levy.



**1.5. Land to which this Plan Applies**

This Plan applies to all land within the Temora Shire Council Local Government Area.

**1.6. Development to which this Plan Applies**

This Plan applies to development on land to which this Plan applies that requires development consent or a complying development certificate under the Act except:

- Development, other than the subdivision of land, where a condition under s7.12 of the Act has been imposed under a previous development consent relating to the subdivision of the land on which the development is proposed to be carried out and the purpose for which that condition was imposed is a purpose towards which a levy under this Plan may be applied; or
- Development involving alterations and additions to, or the rebuilding of, a building used for residential purposes or a building that is used for a purpose that is ancillary or incidental to such a purpose, unless the development involves an enlargement, expansion or intensification of the use of the building or the land on which the building is, or is proposed to be, situated.

**1.7. Definitions**

**ABS** – meaning the Australian Bureau of Statistics.

**Act** – meaning the *Environmental Planning & Assessment Act 1979*.

**Council** – meaning Temora Shire Council.

**Development Contribution** – meaning a development contribution required to be paid by a condition of development consent imposed pursuant to section 7.12 of the Act.

**Minister** – meaning the minister administering the Act.

**Public Facility** – meaning a public amenity or public service.

**Regulation** – means the *Environmental Planning and Assessment Regulation 2000*.

**1.8. Payment of Levy as a Condition of Consent**

Subject to any change to the Act or direction by the Minister, this Plan authorises Temora Shire Council or the consent authority to levy development in accordance with the parameters of this plan through condition of consent according to the below rates:

<b>Proposed Cost of the Development</b>	<b>Maximum Percentage of the Levy</b>
Up to \$100,000	Nil
\$100,001-\$200,000	0.5 Percent
\$200,001 +	1 Percent

**1.9. Cross-boundary issues**

(1) A condition may be imposed under section 7.12 for the benefit (or partly for the benefit) of an area that adjoins the local government area in which the development is to be carried out.

(2) Any monetary contribution that is required to be paid under any such condition is to be apportioned among the relevant councils—

Draft TSC Developer Contributions Plan 2022

(a) in accordance with any joint or other contributions plan approved by those councils, or

(b) if provision is not made for the apportionment in any such plan—in accordance with the terms of the development consent for the development.

(3) Any dispute between the councils concerned is to be referred to the Planning Secretary and resolved in accordance with any direction given by the Planning Secretary.

**1.10. Section 7.12 conditions imposed by Minister or Planning Secretary in growth centres and council areas**

(1) This section applies where the Minister or the Planning Secretary, as the consent authority, imposes conditions under section 7.12 in relation to—

(a) land within a growth centre, or

b) other land within one or more council areas.

(2) This Division applies to land within a growth centre as if references in this Division to the area were references to the growth centre.

(3) Any monetary contribution paid in accordance with a condition under section 7.12—

(a) must be paid by the Minister or Planning Secretary to the corporation for the growth centre or to the councils of the areas concerned, and

(b) must (together with any additional amount earned from its investment) be applied within a reasonable time for the purpose for which it was levied.

(4) This section applies to the Minister as consent authority whether or not the Minister is the consent authority because it is State significant development.

**1.11. Ministerial Directions**

The Council will have regard to the requirements of any issued Ministerial Direction.

**1.12. Planning Agreements**

(1) The Council will have regard to the requirements imposed under section 7.4 – 7.10 where a voluntary agreement or other arrangement under this Division between a planning authority (or 2 or more planning authorities) and a person (the developer) is made, under which the developer is required to dedicate land free of cost, pay a monetary contribution, or provide any other material public benefit, or any combination of them, to be used for or applied towards a public purpose.

**1.13. Determination of the Proposed Cost of Development**

In accordance with Clause 25J of the Regulation:

(1) The proposed cost of carrying out development is to be determined by the consent authority, for the purpose of a section 7.12 levy, by adding up all the costs

and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following:

(a) if the development involves the erection of a building, or the carrying out of engineering or construction work—the costs of or incidental to erecting the building, or carrying out the work, including the costs (if any) of and incidental to demolition, excavation and site preparation, decontamination or remediation,

(b) if the development involves a change of use of land—the costs of or incidental to doing anything necessary to enable the use of the land to be changed,

(c) if the development involves the subdivision of land—the costs of or incidental to preparing, executing and registering the plan of subdivision and any related covenants, easements or other rights.

(2) For the purpose of determining the proposed cost of carrying out development, a consent authority may have regard to an estimate of the proposed cost of carrying out the development prepared by a person, or a person of a class, approved by the consent authority to provide such estimates.

(3) The following costs and expenses are not to be included in any estimate or determination of the proposed cost of carrying out development:

(a) the cost of the land on which the development is to be carried out,

(b) the costs of any repairs to any building or works on the land that are to be retained in connection with the development,

(c) the costs associated with marketing or financing the development (including interest on any loans),

(d) the costs associated with legal work carried out or to be carried out in connection with the development,

(e) project management costs associated with the development,

(f) the cost of building insurance in respect of the development,

(g) the costs of fittings and furnishings, including any refitting or refurbishing, associated with the development (except where the development involves an enlargement, expansion or intensification of a current use of land),

(h) the costs of commercial stock inventory,

(i) any taxes, levies or charges (other than GST) paid or payable in connection with the development by or under any law,

(j) the costs of enabling access by disabled persons in respect of the development,

(k) the costs of energy and water efficiency measures associated with the development,

(l) the cost of any development that is provided as affordable housing,

- (m) the costs of any development that is the adaptive reuse of a heritage item.
- (4) The proposed cost of carrying out development may be adjusted before payment, in accordance with a contributions plan, to reflect quarterly or annual variations to readily accessible index figures adopted by the plan (such as a Consumer Price Index) between the date the proposed cost was determined by the consent authority and the date the levy is required to be paid.
- (5) To avoid doubt, nothing in this clause affects the determination of the fee payable for a development application

#### 1.14. Indexation of Contribution

In accordance with Clause 25J of the Regulation:

- (1) The proposed cost of carrying out development may be adjusted before payment, in accordance with a contributions plan, to reflect quarterly or annual variations to readily accessible index figures adopted by the plan (such as a Consumer Price Index) between the date the proposed cost was determined by the consent authority and the date the levy is required to be paid.

The formulae governing indexation of the proposed cost of carrying out development is:

$$IDC = ODC \times \frac{CP2}{CP1}$$

**IDC**= the indexed development cost

**OCD**= the original development cost determined by the Council

**CP2**= is the Consumer Price Index, All Groups Sydney, as published by the ABS in respect of the quarter ending immediately prior to the date of payment.

**CP1**= is the Consumer Price Index, All Groups Sydney, as published by the ABS in respect of the quarter ending immediately prior to the date of the consent.

#### 1.15. Cost Estimate Report

A development application or an application for a complying development certificate is to be accompanied by a report, prepared at the applicant's cost in accordance with this clause, setting out an estimate of the proposed cost of carrying out the development for the purposes of clause 25J of the Regulation.

The following report is required:

- Where the estimate of the proposed cost of carrying out the development is greater than \$100,000, a cost estimate report may be required by Council.

#### 1.16. Who may provide a Report in Accordance with Clause 1.15. of this Plan?

For the purpose of clause 25J(2) of the Regulation, a person who, in the opinion of the Council either generally or in a particular case, is suitably qualified to provide an estimate of the proposed cost of carrying out development may do so for the purposes of the report referred to in Clause 1.15. Council encourages the use of an Quantity Surveyor or industry recognised building cost indicators in the preparation of estimates for the purpose of clause 25J(2) of the Regulation. Building cost

indicators are to be recognised by the Australian Institute of Building and include, but is not limited to, Reed Construction Data Publications.

The Council may, at the applicant's cost, engage a person to review a report submitted by the applicant in accordance with clause 1.16.

**1.17. Application of Funds Collected**

Money paid to Council under a condition authorised by this Plan is to be applied by the Council towards meeting the cost of one or more of the public facilities that will be or have been provided within the area as listed in Schedule 1. Contributions will be allocated at the rate of 50% towards community facilities and 50% drainage infrastructure.

**1.18. Project Priorities**

Subject to s7.3 of the Act and clause 1.19 of this Plan, the projects listed in Schedule 1 are to be provided in accordance with the staging set out in that Schedule.

**1.19. Pooling of Funds**

This Plan authorises money paid in accordance with the condition of development consent imposed under this Plan, to be pooled in accordance with s7.3 of the Act in respect of development within Council's area and applied progressively towards the various purposes for which such conditions were imposed.

**1.20. Obligation of Certifying Authorities**

Pursuant to clause 146 of the Regulation, a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless it is satisfied of compliance with any condition requiring the payment of a levy before work is carried out in accordance with the consent.

The certifying authority must cause the applicant's receipt for payment of the levy to be provided to Temora Shire Council at the same time as the other documents required to be provided under clause 142(2) of the Regulation.

**1.21. When is the Contribution Payable?**

The contribution, or levy, is required to be paid as per the specifications of the condition which required the contribution be payable. If no time is specified, the levy must be paid prior to the first certificate issued in respect of the development under Part 6 of the Act.

**1.22. Deferred or Periodic Payments.**

Like other NSW Local Governments, Temora Shire Council does not allow for deferred, periodic or discounted payments of any contribution authorised under this Plan.

**1.23. Alternatives to Paying the Levy.**

Council can accept offers of Works in Kind or Material Public Benefit in lieu of monetary contribution required as a condition of consent.

## Part 2

### Expected Development & Facilities Demand

At the date of the 2021 Census, Temora Shire had a population of 6034 residents<sup>1</sup>. The population is considered to be stable, however there are strong indications of future growth based on recent subdivisions currently under development. Whilst the population is still small in comparison to regional cities, the number of residents and its location 80km from the next largest centres, and 40-50km from other similar sized towns, generates demand for facilities and infrastructure for a stand alone community. Based on recent trends in the value of development occurring in Temora Shire, only around one-third<sup>2</sup> of all developments will be expected to pay Council a contribution under this Plan in accordance with the rates established in clause 1.8.

Money levied, will then be put towards the provision, intensification or augmentation of community facilities and infrastructure. These facilities and infrastructure are listed as Projects in Schedule 1 of this Plan. With a continued projected growth rate of approximately 1.1% per year<sup>3</sup> and recent development rates<sup>4</sup> annual revenue from this Plan in accordance with the rates established in clause 1.8. is expected to be approximately \$52,000.

As such this Plan is expected to have a life of at least 10 years from adoption. The plan shall be reviewed after 5 years to allow for review of project completion and identification of new priorities.

Projects funded under this Plan are seen as value adding to the already high amenity and liveability of Temora Shire Council; contributing to the goal of Temora Shire being a destination for liveability, migration and innovation.

Delivery of particular projects provide expected timeframes, however actual delivery may depend on securing additional funds through grants or specific budget allocation from Council.

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<sup>1</sup> 2021 Census

<sup>2</sup> Temora Shire Council Development Contributions Options prepared for Temora Shire Council by John Kerwan on behalf of Community Development Initiatives February 2016

<sup>3</sup> 2016 Census

<sup>4</sup> Temora Shire Council Development Contributions Options prepared for Temora Shire Council by John Kerwan on behalf of Community Development Initiatives February 2016

Draft TSC Developer Contributions Plan 2022

## Schedule 1

### Works Schedule

**A. Completed works for which contributions will be recouped:**  
Nil

**B. Improvements to existing Public Facilities to be partly funded from S7.12 levies**

Community Facility	Estimated Cost	S7.12 Contribution	Delivery
Ariah Park Playground Swing Set	\$5,000	\$5,000	2022/23
Main Street Upgrade	\$300,000	\$50,000	2021/22/23
Loftus Street Pedestrian Upgrade	\$210,000	\$40,000	2022/23/24
Painting Ariah Park Pool	\$120,000	\$40,000	2022/23
Widen and reseal Nixon Park netball courts	\$50,000	\$25,000	2022/23
Bradley Park Upgrade	\$400,000	\$50,000	2022/23
<b>Total community facility</b>	<b>\$1,085,000</b>	<b>\$210,000</b>	
Drainage Infrastructure	Estimated Cost	S7.12 Contribution	Delivery
Victoria Street / Ironbark St U/G Drainage (200m) including BGW crossing (Gallipoli to Ironbark)	\$300,000	\$100,000	2023/24
Britannia Street / Hoskins Street Intersection Drainage (60m)	\$25,000	\$10,000	2023/24
Gallipoli Street (Victoria St to Timmins St 250m)	\$100,000	\$30,000	2023/24

Draft TSC Developer Contributions Plan 2022

Back Mimosa Road (1250m Drainage Channel Construction) Note: Major tree removal required	\$80,000	\$20,000	2022/23  Underway
Baker Street U/G Drainage (240m Victoria St to Britannia St)	\$150,000	\$45,000	2026/27
Delavan Street Box Culvert (Using Council owned culverts Ex RMS)	\$100,000	\$30,000	2025/26
Chifley Street U/G Drainage (Williams to Joffre 220m)	\$66,000	\$15,000	2026/27
Hoskins Street (Macauley to Ashelford U/G Drainage)	\$80,000	\$10,000	2025/26
Austral Street U/G Drainage (DeBoos to Aurora St) 135m	\$100,000	\$10,000	2024/25
Crowley St/Polaris St - Western Drain upgrade Crowley St to intersection of Polaris & Baker Sts	\$1,020,000	\$200,000	2028/29
Hoskins Street (Parkes to Kitchener U/G Drainage)	\$1,000,000	\$200,000	2029/30
<b>Total drainage infrastructure</b>	<b>\$3,021,000</b>	<b>\$670,000</b>	



## **Schedule 2 Detailed Community Facility Works Description**

### ***Ariah Park Playground Swing Set***

Install a swing set at the playground at the Ariah Park Recreation Ground

### ***Main Street Upgrade***

Upgrade of Hoskins Street between Polaris Street and Parkes Street & Victoria Street and Britannia Street to enhance footpaths, street furniture and landscaping to complement existing upgrade of main street

### ***Loftus Street Pedestrian Upgrade***

Upgrade pedestrian access to the western side of Loftus Street, at the corner of Hoskins Street.

### ***Painting Ariah Park Pool***

Repair and painting of the lining of the Ariah Park pool

### ***Widen and reseal Nixon Park netball courts***

Upgrade of the existing netball courts at Nixon Park to meet current standards

### ***Bradley Park Upgrade***

Upgrade Bradley Park to include nature based adventure play space and improved amenities for visitors

**15 ADMINISTRATION AND FINANCE****15.1 OFFICE CLOSURE 2022**

**File Number:** REP22/1085  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

**REPORT**

Christmas and Boxing Day holidays fall on Monday 26 & Tuesday 27 December 2022 and Monday 2 January 2023 for New Year's Day. As we are an Agency for Service NSW they follow Council closures.

It is proposed that for the period 26 December 2022 to 2 January 2023 inclusive, the Shire Office be closed, and reopen on Tuesday 3 January 2023.

All emergency personnel will be available and on call if required and arrangements will be made in regard to waste management operations over the closure period.

In addition, it should be noted that all indoor staff work many hours of unpaid overtime each year and, I believe that the closure of the office at this time would go some way towards compensating them for their efforts.

It should also be noted that the majority of Service NSW agencies & Council offices in the region close for this period.

The Library usually opens Saturdays for two hours 10:00am to 12 noon. As this will be Christmas Eve it is requested that it does not open on this Saturday.

NOTE: Council closed the office for a similar period over the last seven years and received no complaints.

**RECOMMENDATION**

It is recommended that Council approves the closure of the office for the Christmas New Year period, and the Library on Christmas Eve.

*Report by Elizabeth Smith*

**16 CORRESPONDENCE****16.1 MEMORIAL TEMORA TOWN HALL HIRE - NSW HEALTH (MURRUMBIDGEE LOCAL HEALTH DISTRICT)**

**File Number:** REP22/996  
**Author:** Environmental Secretary  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

Council has received a request from the Temora Mental Health team requesting the Town Hall Hiring Fee to be waived.

The fee is \$364 (Kitchen \$150/day + Supper room 6 hours @ \$19/hour). Apparently, NSW health only allocate \$200 per team building event hence the request for Councils assistance.

*NOTE: Donations for 2022/2023 are \$6,174.06 with a total budget of \$15,000. \$8,825.94 budget remaining.*

**RECOMMENDATION**

It is recommended that Council consider the request.

**16.2 TEMORA MOTORCYCLE RACING CLUB****File Number:** REP22/1027**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Motorcycle Club [↓](#) **REPORT**

Temora Motorcycle Racing Club is holding the Australian Classic+Post Classic Dirt Tract Titles on the Woodlands Speedway Track on the 1<sup>st</sup> and 2<sup>nd</sup> October 2022.

They are requesting the hire of a 4-stand shower block and request Council to consider financial support to cover these costs of hire.

<b>Costs Involved:</b>	
4 Stand shower block	\$330.00
Delivery and setup	\$275.00
Deposit	\$400.00

*NOTE: Donations for 2022/2023 are \$6,174.06 with a total budget of \$15,000. \$8,825.94 budget remaining*

**RECOMMENDATION**

It is recommended that Council considers the request.



88933

25<sup>th</sup> August 2022

To Mr Gary Lavelle,  
and the Temora Shire Councillors

We the Temora Motorcycle Club are hosting the "Australian Classic+Post Classic Dirt Track Titles" to be held here in Temora at our Woodlands Speedway Track on the 1<sup>st</sup> and 2<sup>nd</sup> of October 2022.

As this is an Australian Title meeting we are expecting 100+ riders with support crews from all over Australia to attend.

Being a long weekend, with many other events happening in our town, accommodation is hard to find. We have had to look at other options for many of our travelling entrants. We have obtained permission from Mr Dunstan to be able to accommodate camping at our track. To do this we need to provide a shower block which has been offered to us at a cost from you, Our local council. As we are a small club with minimal members, we understand there is a fee for hiring your facilities but we would greatly appreciate your consideration for any type of financial support to help cover the cost of the hire.

With Many Thanks

Yours Sincerely

Luke Wilesmith (President)

**16.3 TEMORA CHRISTIAN LEADERS - CAROLS 2022****File Number:** REP22/1029**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Christian Leaders [↓](#) **REPORT**

Kings Christian Church is organising the Carols for 2022 on behalf of the Temora Christian Leaders. The event to be held on Saturday 10 December commencing at 7:30pm and concluding around 9:00pm with a BBQ available from 6:30pm.

They are requesting the use of Gloucester Park, mobile stage (if required), banner across the main street for week leading up to the event and weeks following until Christmas, use of town hall if weather is inclement and sprinklers de-activated.

The costs involved are:

Mobile Stage	\$400.00
Street Banner	\$150.00
Town Hall Hire (If wet weather)	\$120.00
<b>Total</b>	<b>\$670.00</b>

*NOTE: Donations for 2022/2023 are \$6,174.06 with a total budget of \$15,000. \$8,825.94 budget remaining*

**RECOMMENDATION**

It is recommended that Council consider the request.

Attn: Gary Lavelle  
Temora Shire Council  
105 Loftus Street  
Temora NSW 2666



27<sup>th</sup> August 2022

**Re: Christmas Carol Event Saturday December 10<sup>th</sup> 2022**

Dear Gary,

On behalf of Temora Christian Leaders, Kings Christian Church is organising the Christmas Carols for 2022 to be held in Gloucester Park on Saturday 10<sup>th</sup> December beginning at 7.30pm and to conclude at 9.00pm approx. A BBQ will be available from 6.30pm.

We wish to make the following requests:

- The use of Gloucester Park for the Carols
- The use of the Council Mobile Stage (if required)
- The placement of the banner across the main street for the week leading up to the event ..... and following the event until Christmas.
- The use of the Town Hall in the event of rain/inclement weather
- To arrange for any park sprinklers to be de-activated on the day

We thank you in advance for your assistance and after the 'Covid pause' we are certainly looking forward to a joyful Christmas community event.

Kind Regards,


Patricia Morris

Chairman, Temora Christian Leaders

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Temora Christian Leaders – Chairman: Ps Patricia Morris  
email: [temora.christian.leaders@gmail.com](mailto:temora.christian.leaders@gmail.com)  
Post: PO Box 137, Temora NSW 2666 Phone: 0458 772188

**16.4 TEMORA'S 135TH ANNUAL SHOW**

**File Number:** REP22/1080  
**Author:** Secretary Engineering  
**Authoriser:** General Manager  
**Attachments:** 1. Temora Show Society [↓](#) 

Temora Show Society have requested the use of the Mobile Stage, Rotary Van and 4 Stand Toilet Block for their 135<sup>th</sup> Annual Show.

They have requested Council donate in kind the listed items.

The costs associated with the event are listed below:

Task	Time	Rate	Cost
Mobile Stage Hire			\$400.00
4 Stand Portable Toilet Block			\$330.00
Delivery, Installation & Pick up			\$275.00
Rotary Van			\$155.00
<b>TOTAL:</b>			<b>\$1,160.00</b>

*NOTE: Donations for 2022/2023 are \$6,174.06 with a total budget of \$15,000. \$8,825.94 budget remaining*

**RECOMMENDATION**

It is recommended that Council consider the request.



**Gary Lavelle**

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**From:** Temora Show <temorashow@gmail.com>  
**Sent:** Wednesday, 17 August 2022 4:30 PM  
**To:** Gary Lavelle  
**Subject:** Hire Council equipment 2022 Temora Show  
**Attachments:** APPLICATION-TO-HIRE-MOBILE-STAGE-current.pdf

12th August 2022

Dear Gary,

Re: Temora Show - Saturday 24 September 2022

Attached are Applications to Hire the Mobile Stage and Rotary Caravan for this year's show. Also, if possible, we would like to have the use of a 4 stand portable toilet to be positioned adjacent to the existing disused toilet block near the tractor-pull area on the northern end of the showground.

If our applications are approved, it will be greatly appreciated if Council could see fit to waive its hire fees for the Stage, Caravan and portable toilet. Also, we would be grateful if all 3 could be delivered to the showground on the day before the show i.e. Friday 23 September. We will ensure that a committee member is available to show where the stage, van and toilet are to be positioned. In that regard, will it be possible to let us know the approximate delivery time/s so we can ensure someone is available to direct your driver/s so as to not waste their time.

Please note that our Show Society is very aware and extremely grateful for Council's ongoing assistance and support without which we would be unable to provide some of our entertainment and events.

We look forward to hearing from you.

Yours sincerely

Narelle Pellow-Djukic

**Temora Show Committee**

[www.temorashow.com.au](http://www.temorashow.com.au)

**16.5 LAKE CENTENARY - WEDDING REQUEST****File Number:** REP22/1100**Author:** Secretary Engineering**Authoriser:** General Manager**Attachments:** 1. Wedding Request [↓](#) **REPORT**

Council has received a request from a resident requesting to hold a small wedding reception at Lake Centenary.

The proposed date is Saturday 3<sup>rd</sup> December with approximately 50-60 people.

They propose to have a marquee set up with tables and chairs.

Music will be played but they have noted they will work with Council for the event times.

**RECOMMENDATION**

It is recommended that Council consider the request.

**Temora Shire Council**

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**From:**  
**Sent:** Monday, 5 September 2022 1:38 PM  
**To:** Temora Shire Council  
**Subject:** Proposed use of grounds at Centenary Lake

Hello, I wish to enquire about the use of the lake surrounds for a wedding party. The details are:

The proposed date is Saturday 3rd December 2022, evening - time to be determined. This date may alter.

The lake venue is proposed only for the post-marriage party - the actual preceding ceremony will be held elsewhere.

It is anticipated there will be between 50-60 people in attendance. This may alter.

The couple may wish to have a gazebo, in case of inclement weather.

If approved, we would request red event bins, in order to clean up the rubbish generated by the event.

I understand that confetti and similar are not permissible at the lake venue.

I look forward to hearing from you regarding approval for the above. Thank you, Regards /

**16.6 MLHD - 2022 DRAMATIC MINDS FESTIVAL****File Number:** REP22/1110**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. 2022 Dramatic Minds Festival  **REPORT**

The 2022 Dramatic Minds Festival is to be held on the 3 November 2022 at the Temora Town Hall. The festival attracts schools from Temora Shire and surrounding region.

Murrumbidgee Local Health District is seeking assistance with the waiving of the hall hire fees at a cost of \$395.00 for the day.

*NOTE: Donations for 2022/2023 are \$6,174.06 with a total budget of \$15,000. \$8,825.94 budget remaining*

**RECOMMENDATION**

It is recommended that Council considers the request.



Health  
Murrumbidgee  
Local Health District

6<sup>th</sup> September 2022

Mr Gary Lavelle  
General Manager  
Temora Shire Council  
105 Loftus St  
TEMORA NSW 2666



Dear Gary,

**Re: Use of Temora Town Hall for the 2022 Dramatic Minds Festival.**

We have booked the Temora Town Hall for our 2022 Dramatic Minds Festival on Friday 3<sup>rd</sup> November. The Temora Town Hall has been a great base for the Dramatic Minds Festival for more than ten years. So we are looking forward to a successful event again this year after having to cancel last year due to COVID 19.

The Dramatic Minds Festival is now a regional event attracting schools from both within the Temora Shire and from across the region. At this stage we have entries from Ardlethan Central School (CS), Aria Park CS, Temora HS, St Anne's Central Catholic School, West Wyalong HS, Junee HS, Marianne Catholic College in Griffith, Koorinal HS, Coolamon CS, and Murrumburrah HS. These schools will participate through drama, film and creating art works around the theme of mental wellbeing.

We are also excited to bring the RAIN MAKER to Temora for the Festival. This is a professional drama presentation produced and performed by Centre Stage Scripts. The RAIN MAKER is an important arts and health production for youth suicide prevention and youth mental health care.

The RAIN MAKER employs comedy, drama, music and dance to engage youth audiences. The themes include inclusion, positive masculinity, positive relationships and human connection, connection with mentors and positive role models, anti- bullying, and healthy use of social media.

The Temora CDAT is again our major sponsor and we are also looking forward to working with the Temora Youth Group to facilitate the day.

Murrumbidgee Local Health District  
ABN 71 172 428 618

Locked Bay 10, Wagga Wagga NSW 2650  
Tel 02 6933 9100 Fax 02 6933 9188  
Website [www.health.nsw.gov.au/mlhn/](http://www.health.nsw.gov.au/mlhn/)



Health  
Murrumbidgee  
Local Health District

I respectfully request that the Temora Shire Council again support our efforts by waiving the fee for the use of the Town Hall for this event. I thank you and the Temora Shire Counsellors for your ongoing support.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "John Dean".

John Dean

District Clinical Leader | Registered Psychologist | School Link and Got It! Programs

Suite 3, 2/185 Morgan Street WAGGA WAGGA NSW 2650

Tel 02 5943 2717 | Mob 0428 277 753 | Email John.Dean@health.nsw.gov.au

Refer to Council	<input checked="" type="checkbox"/>	Correspondence
CRM	<input type="checkbox"/>	
Officer:		

Murrumbidgee Local Health District  
ABN 71 172 428 618  
Locked Bay 10, Wagga Wagga NSW 2650  
Tel 02 6933 9100 Fax 02 6933 9188  
Website www.health.nsw.gov.au/mlhn/

**16.7 CWA OF NSW ARIAH PARK BRANCH - TOTILETS****File Number:** REP22/1115**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Ariah Park CWA [↓](#) **REPORT**

Ariah Park CWA have raised the condition of Harper Park Toilets and Paleface Park Toilets and feel they are not a good advertisement for the shire.

Suggesting that support rails are put in the Harper Park and Paleface Park toilets, and feel that support rails should be installed in all public toilets in the Shire.

**RECOMMENDATION**

It is recommended that Council considers the report.

# CWA of NSW

## Ariah Park Branch

The General Manager,  
Temora Shire Council,  
P.O. Box 262,  
Temora, NSW, 2666

Dear Sir,

At the last meeting of the Ariah Park Branch of the Country Womens Association, the subject of the Harper Park and Paleface Park toilets was raised.

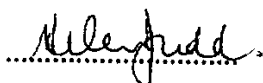
First, the condition of the Harper Park Toilets was raised very forcefully, but I was able to say that they were on the books to be addressed. At this point of time, they do not give the Shire a very good look. The Paleface Park toilets in Temora are also showing their age, and are not a good advertisement for the Shire.

Secondly, the suggestion was strongly put forward to put support rails in both the Harper Park toilets in Ariah Park, and the Paleface Park toilets in Temora. It was argued that there needs to be a middle stage between "disabled" and "normal". There are a lot of people who need some support to stand up again, but who don't need a disabled toilet.

Our members felt that this should be done in all the public toilets in the Shire.

Hoping this request will be given favourable consideration,

Yours faithfully,



(Mrs) Helen Judd,  
Secretary,  
Ariah Park Branch of the CWA,  
1 Coolamon Street,  
Ariah Park, NSW 2665  
08/09/2022



**17 NOTICE OF MOTION**

Nil

**18 BUSINESS WITHOUT NOTICE**

**19 COUNCILLORS INFORMATION PAPER**

**19.1 ROAD SAFETY OFFICER - AUGUST ACTIVITY REPORT**

**File Number:** REP22/1071

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. RSO - August 2022 [↓](#) 

**REPORT – TEMORA – AUGUST 2022****ACTIVITIES:**

- Meeting with Cootamundra/Gundagai RSO and TfNSW lead at Junee
- Emailed VMS locations to Coates and Kennards hire companies to supply quotes for speed campaign
- Preparing final packs and notes for Hume District CWA presentation
- Organised locations for new speed roadside banners
- Delivered banners and emailed locations to Alex
- Liaising with Temora, St Anne's and Aria Park High Schools and SafeT360 on road safety event.
- Attended Traffic Committee meeting
- Liaising with Temora High School on road safety presentation in conjunction with HWP and Police Liaison officers - Cootamundra
- Delivered Road Safety presentation at CWA Hume District meeting 30 members across the Hume district in attendance including the LGA's of Bland, Coolamon, Junee and Temora
- Emailed Bitzios Consultancy firm for quote to create Road Safety Action Plan for the four shires. They do not develop Road Safety Action Plans
- Contacted St Anne's to be involved with the SafeT360 event
- VMS locations for Sept/Oct speed campaign emailed to TfNSW for approval
- Tarcutta for South Precinct RSO catch up to discuss projects, presentations and all things road safety
- Preparing 270 road safety handouts for Youth and 65+ presentations and events
- Organising September Program Delivery meeting
- Finished off last 150 road safety handouts for road safety event with HWP at Temora High School including St Anne's year 10.
- Liaising with events coordinator and youth officer regarding SaeT360 Truck visit.
- Free Cuppa meeting to close off 2022 campaign
- Twenty five Look Out Before You Step Out footpath decals delivered to Temora Depot.
- Consultation with events team regarding SafeT360 Truck visit

**FACEBOOK POSTS:**

- Watch out for pedestrians post x2
- Slow down for School buses with flashing lights video x1
- Fines and demerit points for doing U Turns in school zones post x1
- Safer choices for older drivers post x1
- School bus stop safety post x1
- Safe driving and parking around schools post x1
- High beam road rules
- Take care, Be truck aware video x1
- ARSF Start of the new term take extra care around schools video x1
- Mobile phone rules for L,P1 or P2 licence holders post x1

- Safe riding gear for motorcyclists post x1
- School zones are in operation post x1
- Australasian Road Safety Foundation road safety messaging video x2 post x1
- NSW Department of Education:
  - Ride your bicycle to school post x1
  - Are you a champ of getting to school safely post x1
  - Safe parking in a school zone post x1
  - Consider active travel for school students post x1
- Stay rail safe post x1
- Be a good bus buddy video x1
- Rules for mobile use for licence type video x1
- Survival for a pedestrian if hit by a car video x1
- NSW Government Services visiting Bland villages post x1
- NRMA Driving School training post x1
- NRMA Safer driving school post x1
- Fines and demerits for illegal mobile phone use post x1 video x1
- Mobile phone detection cameras video x1
- Lane departure safety features video x1
- Autonomous Emergency Braking system video x1
- Road Safety Handouts post x1
- Bus zone video x1
- Look out for pedestrians post x1
- Electronic Stability Control video x2
- Towards zero post x1
- Casual speeding post x1
- Be truck aware video x3
- When actions speak louder than words video x1
- Teach your kids to count motorbikes in the car post x1
- South Precinct RSO catch up post x1
- Council support post x1
- Road trip rules post x1
- Ezy Az 1,2,P Driving School post x1
- Purchasing a safer vehicle post x1
- When looking at your phone how many metres do you travel blind post x1
- Community grants post x1 video x1
- Take care around trucks video x1

### **EDITORIALS:**

- Hume District CWA meeting
- Casual Speeding message.

**19.2 WORKS REPORT - AUGUST 2022**

**File Number:** REP22/1094  
**Author:** Secretary Engineering  
**Authoriser:** General Manager  
**Attachments:** Nil

**MAIN ROADS**

- MR 57 Goldfields way – inspection and routine maintenance
- MR 84 Burley Griffin way – inspection and routine maintenance
- MR 398 Mary Gilmore Way Shoulder widening (Purchasing culvert materials)
- MR 57 Goldfields Way Heavy Patching
- MR 84 Burley Griffin Way Heavy Patching

**LOCAL ROADS**

- Quandry Road Gravel Resheet
- Tara Bectric Seg 4 & 5 upgrade
- Maintenance grading
- Flood damage repair to gravel roads
- Back Mimosa Road upgrade (drainage)
- Back Mimosa Road pipe installation (Mortons Driveway)
- Heavy patching Coolamon Road, Trungley Hall Road, Morangarell Road, Thanowring Road plus some urban Temora and Davidson St Ariah Park

**URBAN TEMORA & ARIAH PARK**

- Harmon Street upgrade
- Back Ariah Park Road Final Trim and Bitumen Seal
- Little Coolamon Street Final Trim
- Reid Street Footpath
- Britannia Street table drains
- Tree trimming for urban bitumen reseals

**WORKS PLANNED FOR NEXT MONTH – SEPTEMBER 2022**

- Harrison Street footpath

- Harmon Street box culverts
- Goldfields Way and Burley Griffin Way Heavy Patching
- Back Mimosa Earthworks
- Maintenance and flood damage grading
- Weed spraying and slashing
- Tara Bectric Seg 4 & 5 upgrade

***Report by Pat Kay***

**19.3 BUILDING APPROVALS - AUGUST 2022**

**File Number:** REP22/1089  
**Author:** Environmental Secretary  
**Authoriser:** General Manager  
**Attachments:** Nil

**BUILDING APPROVALS – AUGUST 2022**

- ✓ DA 52/2022 – Lot B; DP 309924; 141 Polaris Street, Temora – Dwelling Additions, Multi Dwelling & Community Title
- ✓ DA 53/2022 – Lot 31; DP 750581; 318 Forcks Road, Trungley Hall – Transportable Dwelling
- ✓ DA/CC 54/2022 – Lot 17; Section 20; DP 758957; 168 Crowley Street, Temora – S/F Shed
- ✓ DA/CC 55/2022 – Lot 1; DP 232452; 117 Victoria Street, Temora – S/F Shed
- ✓ DA/CC 56/2022 – Lot 1; DP 29607; 12 Trungley Hall Road, Temora – S/F Shed
- ✓ DA 57/2022 – Part Lot 1106; DP 750587; 69 Airport Street, Temora – 2 x Transportable Dwelling (Tourist/Visitor Accommodation)
- ✓ DA/CC 58/2022 – Lot 50; DP 750616; 2042 Trungley Hall Road, Trungley Hall – Dwelling
- ✓ DA 63/2022 – Part Lot 10; Section 2; DP 758957; 197-201 Hoskins Street, Temora – Change of Use (Food & Drink Premises)

**COMPLYING DEVELOPMENT ISSUED**

- ✓ CDC 27/2022 – Lot 43; DP 1284658; 9 Wadey Place, Temora – Dwelling & S/F Shed
- ✓ CDC 28/2022 – Lot A; DP 449886; 113 Gloucester Street, Temora – Swimming Pool
- ✓ CDC 29/2022 – Lot 7; DP 247721; 20 Beattie Street, Temora – Dwelling
- ✓ CDC 30/2022 – Lot A; DP 399760; 147 Kitchener Road, Temora – Demolition of existing shed & Erect new S/F Shed

**19.4 REGULATORY CONTROL - AUGUST 2022****File Number:** REP22/1092**Author:** Environmental Secretary**Authoriser:** General Manager**Attachments:** Nil

Item	Inspection/ Incidents (Number)	Orders Issued Y/N	Penalty Infringement Y/N	Notes
Illegal Parking	6	No	No	6 x Monitor Main St
Scooters & Bikes	2	No	No	1 x Scooters on Polaris St 1 x Monitor Mobility Scooter
School Zones	57	No	No	All schools checked – No Issues
Noise	6	No	No	2 x Dogs Barking 1 x Nothing Found 1 x No Issues 2 x Monitoring
Air Quality	1	No	No	1 x Smoke complaint
Illegal Dumping/Littering	2	No	No	2 x Monitor
Overgrown/Untidy Blocks	5	No	No	2 x Monitor 1 x Ongoing 2 x Clean-up
Lake Walking Track – leashed animals	56	No	No	55 x No issues 1 x Rubbish at Fishing Area
Animal Welfare	18	No	No	3 x Monitor 5 x Ongoing – Goat 1 x Dead Horse removed 1 x Pet Rescue 1 x Cat from Pound 1 x Pups 2 x Wandering Dog 1 x Vets 1 x RSPCA 1 x No Issues 1 x Nothing Found
Dangerous Dogs	5	Yes	No	4 x Nothing Found 1 x Owner left Caravan Site
Impounded	5	No	No	4 x Dog 1 x Cat
Noise Animals	5	No	No	4 x Dogs 1 x Birds
Nuisance Animals / Trapping	12	No	No	3 x Feral Cats 5 x Airport Birds 4 x Cat Trap



Dead Animal Removal	6	No	No	1 x Cat 3 x Kangaroo 2 x Ducks
Keeping of Horses in Residential Areas	2	No	No	1 x All Good 1 x Monitor - RSPCA
Main Street Sign Approvals Inspections		No	No	1 x Street Sign knocked over
Rural Stock Incidents	7	No	No	1 x All Good 2 x Nothing Found 1 x Sheep Attacked 1 x Sheep Out 1 x Sheep Hit 1 x Lambs Out
Fruit Fly		No	No	
Euthanised	3	No	No	1 x Feral Cat 2 x Dogs (Sheep Attack)
Other	23	No	No	1 x Monitor Tree Cutting 8 x Monitoring Dogs 2 x Caravan Parks/Railway/Airport/Showground/ Parking Bays 3 x Pound Clean 1 x Sheep Attack 1 x Flood Monitoring 1 x Open Lake Gate 3 x Teal Street Gate 1 x Birds at Catholic Church 1 x Pig – Not Found 1 x Ongoing – Monitoring Horse

**Report by Ross Gillard**

**19.5 CASH & INVESTMENTS - PERIOD ENDED 31 AUGSUT 2022**

**File Number:** REP22/1103

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Cash & Investments [!\[\]\(a870788d6ed9b8fd294b7654a8c8526b\_img.jpg\) !\[\]\(18065afa4ef6662bca9f3f6088f7de30\_img.jpg\)](#)



Temora Shire Council  
Cash & Investments  
For the period ended 31st August, 2022

	Original Budget 2022/23	Revised Budget 2022/23	Actual YTD Figures
<b>Externally Restricted</b>			
Sewerage Services	2,846,928	2,846,928	3,180,387
Domestic Waste Management	1,260,732	1,260,732	1,213,396
Stormwater Drainage Flood Studies & Construction Programs	46,388	46,388	221,546
S94 Contributions	223,849	223,849	216,162
Unspent Restricted Grants	0	308,670	800,394
Pinnacle Externally Restricted	955,158	955,158	940,185
<b>Total Externally Restricted</b>	<b>5,333,055</b>	<b>5,641,725</b>	<b>6,572,069</b>
<b>Internally Restricted</b>			
Pinnacle Internally Restricted	2,627,271	2,732,819	3,114,512
Other Waste Management	687,677	687,677	665,396
Leave Reserves	1,767,068	1,767,068	1,767,068
Roads Reserve	500,000	500,000	500,000
Local Roads	1,621,613	1,621,613	1,614,925
FAGS Received in Advance	0	0	0
Industrial Development	338,162	338,162	338,162
Plant & Vehicle	500,000	500,000	500,000
Izumizaki Donation	0	0	2,152
Gravel Royalty	369,189	369,189	561,835
Ariah Park Tip Fee Contributions	12,461	12,461	9,595
Medical Complex Development	28,400	28,400	26,569
Infrastructure	1,128,212	1,128,212	1,023,445
Infrastructure - Airpark Estate	0	0	207,928
Digital Two Way Radio Upgrade	80,000	80,000	80,000
Computer Upgrade	213,534	213,534	274,778
Sports Council Requirements	58,566	58,566	63,566
Youth Donations	3,489	3,489	0
Revotes	494,852	399,852	663,330
Airside Maintenance	134,654	134,654	123,174
Temora Agricultural Innovation Centre Maintenance Reserve	13,353	13,353	33,346
Temora Pool Upgrade	295,240	295,240	72,274
<b>Total Internally Restricted</b>	<b>10,873,741</b>	<b>10,884,289</b>	<b>11,642,058</b>
<b>Total Restricted Reserves</b>	<b>\$ 16,206,796</b>	<b>\$ 16,526,014</b>	<b>18,214,127</b>
<b>Cash &amp; Investments</b>			
Westpac Cheque Account			3,029,948
Macquarie Bank DEFT Account			17,147
AMP Business Saver Account			556,549
AMP Notice Account			812,836
Macquarie Bank Cash Management Accelerator Account			502,940
Westpac Cash Reserve			301,984
Term Deposits held with:			
Bank of Queensland			1,000,000
National Australia Bank			8,621,091
Commonwealth Bank of Australia			1,000,000
AMP Bank			505,245
Macquarie Bank			2,516,679
Westpac Bank			500,000
Northern Territory Treasury Bonds			1,000,000
ME Bank			500,000
<b>Total Cash &amp; Investments</b>	<b>\$ 16,206,796</b>	<b>\$ 16,526,014</b>	<b>20,864,420</b>
<b>Less Funds required for operational purposes</b>			<b>(1,000,000)</b>
<b>Cash &amp; Investments Available for Reserves</b>	<b>16,206,796</b>	<b>16,526,014</b>	<b>19,864,420</b>
<b>Funding Surplus</b>			<b>1,650,293</b>

I certify that the investments have been made in accordance with the Act, the Regulations and Council's actual Investment Policy.

Elizabeth Smith  
Director Administration & Finance



## Temora Shire Council

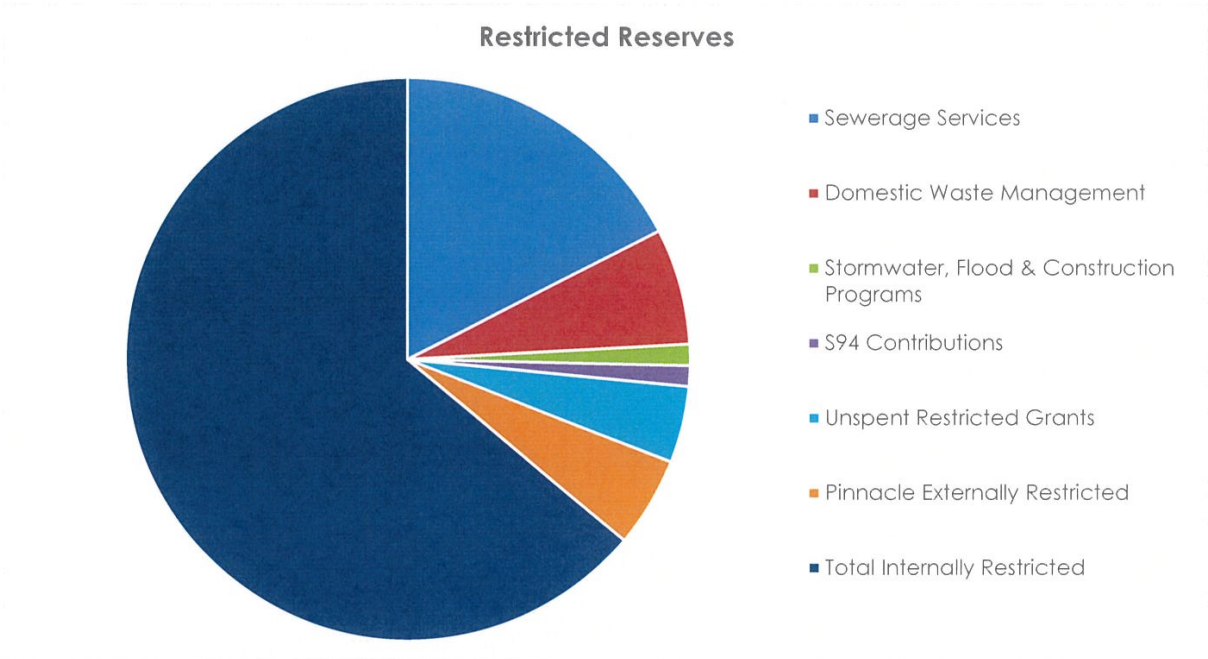
## Cash &amp; Investments

For the period ended 31st August, 2022

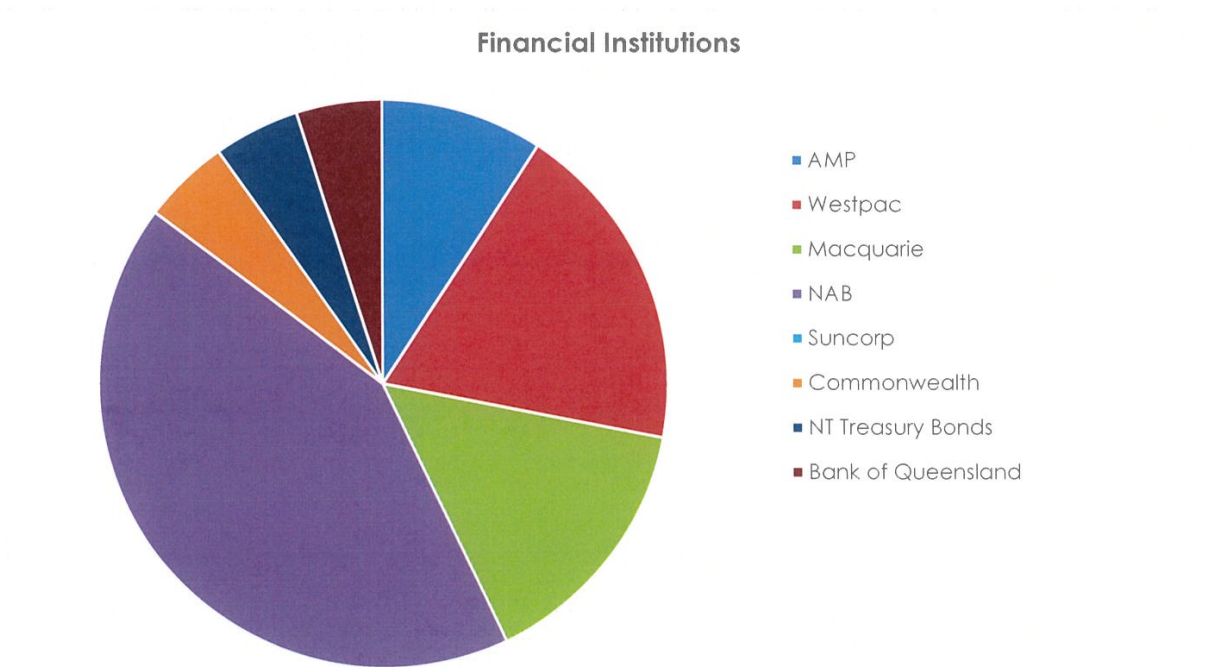
Institution	Rating	Type	Date Lodged	Rate	Term (days)	Maturity Date	Amount Invested	Institution Total
<b>Cash Held</b>								
Westpac Bank	A1+/AA-	Cheque account		0.00%			3,029,948.31	
Westpac Bank	A1+/AA-	Cash Reserve		0.01%			301,983.77	3,331,932.08
Macquarie Bank	A1/A+	DEFT Account		0.00%			17,146.98	
Macquarie Bank	A1/A+	Cash Management Accelerator Account		1.35%			502,940.38	520,087.36
AMP Bank	A2/BBB	Business Saver		0.50%			556,548.81	
AMP Bank	A2/BBB	31 Day Notice Account		1.80%			812,836.47	1,369,385.28
							<b>Total Cash Held</b>	<b>5,221,404.72</b>
<b>Investments Held</b>								
Bank of Queensland	A2/BBB+	Term Deposit	22/06/18	3.55%	1825	22/06/23	500,000.00	
Bank of Queensland		Term Deposit	21/06/19	2.35%	1825	19/06/24	500,000.00	1,000,000.00
National Australia Bank	A1+/AA-	Term Deposit	17/12/21	0.69%	367	19/12/22	500,000.00	
National Australia Bank		Term Deposit	17/08/22	3.66%	287	31/05/23	545,273.70	
National Australia Bank		Term Deposit	19/01/22	0.71%	365	19/01/23	513,473.03	
National Australia Bank		Term Deposit	8/09/21	0.80%	1097	9/09/24	504,415.11	
National Australia Bank		Term Deposit	2/12/21	0.55%	365	2/12/22	505,090.69	
National Australia Bank		Term Deposit	18/05/22	2.13%	190	24/11/22	505,268.31	
National Australia Bank		Term Deposit	1/06/22	2.28%	203	21/12/22	506,767.50	
National Australia Bank		Term Deposit	27/01/21	1.30%	1461	20/10/25	504,622.90	
National Australia Bank		Term Deposit	28/03/22	3.15%	1824	26/03/27	530,000.00	
National Australia Bank		Term Deposit	15/06/22	3.10%	218	19/01/23	503,067.22	
National Australia Bank		Term Deposit	28/03/22	2.80%	1095	27/03/25	502,250.00	
National Australia Bank		Term Deposit	17/12/21	0.61%	271	14/09/22	500,000.00	
National Australia Bank		Term Deposit	6/01/22	0.63%	279	12/10/22	500,000.00	
National Australia Bank		Term Deposit	6/04/22	1.75%	365	6/04/23	500,000.00	
National Australia Bank		Term Deposit	29/06/22	3.96%	538	19/12/23	500,863.02	
National Australia Bank		Term Deposit	22/04/22	1.45%	202	10/11/22	1,000,000.00	8,621,091.48
Commonwealth Bank	A1+/AA-	Term Deposit	18/07/22	3.89%	247	22/03/23	1,000,000.00	1,000,000.00
AMP Bank	A2/BBB	Term Deposit	3/03/22	1.00%	349	15/02/23	505,244.60	505,244.60
Macquarie Bank	A1/A+	Term Deposit	21/04/22	1.85%	365	21/04/23	508,218.32	
Macquarie Bank		Term Deposit	31/08/22	3.20%	91	30/11/22	508,460.97	
Macquarie Bank		Term Deposit	3/02/22	0.65%	210	28/09/22	500,000.00	
Macquarie Bank		Term Deposit	28/06/22	3.87%	330	24/05/23	1,000,000.00	2,516,679.29
Westpac Bank	A1+/AA-	Term Deposit	27/08/21	0.31%	367	27/08/22	500,000.00	500,000.00
Northern Territory Treasury	A1+/AA-	Treasury Bonds	24/03/21	0.80%	1178	15/06/24	500,000.00	
Northern Territory Treasury		Treasury Bonds	31/05/21	1.30%	1841	15/06/26	500,000.00	1,000,000.00
ME Bank (Members Equity)	A2/BBB+	Term Deposit	4/05/22	2.10%	175	26/10/22	500,000.00	500,000.00
							<b>15,643,015.37</b>	<b>15,643,015.37</b>
<b>Total Cash &amp; Investments</b>								<b>20,864,420.09</b>



Temora Shire Council  
**Cash & Investments**  
 For the period ended 31st August, 2022



Graph One - Proportion of reserves externally restriction compared to proportion of reserves internally restricted - with externally restricted reserves divided into purpose.



Graph Two - Proportion of restricted reserves held with each financial instituon.

**19.6 BORROWINGS**

**File Number:** REP22/1102  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

Council's borrowings are set out in the table below.


Purpose	Loan Amount	Interest Rate	Annual P + I Payments	Balance @ 31/8/2022	Term	End Date
Depot Purchase	\$2,000,000	3.1%	\$283,242	\$1,061,683	8 yrs	2026
SIL House	\$1,000,000	1.45%	\$132,616	\$730,352	8 yrs	2028
Swimming Pool Upgrade	\$1,210,280	3.29 %	\$82,831	\$1,199,527	20 yrs	2042
Totals			\$498,689	\$2,991,562		

**19.7 RATES REPORT - AUGUST 2022**

**File Number:** REP22/1073

**Author:** Executive Assistant

**Authoriser:** General Manager

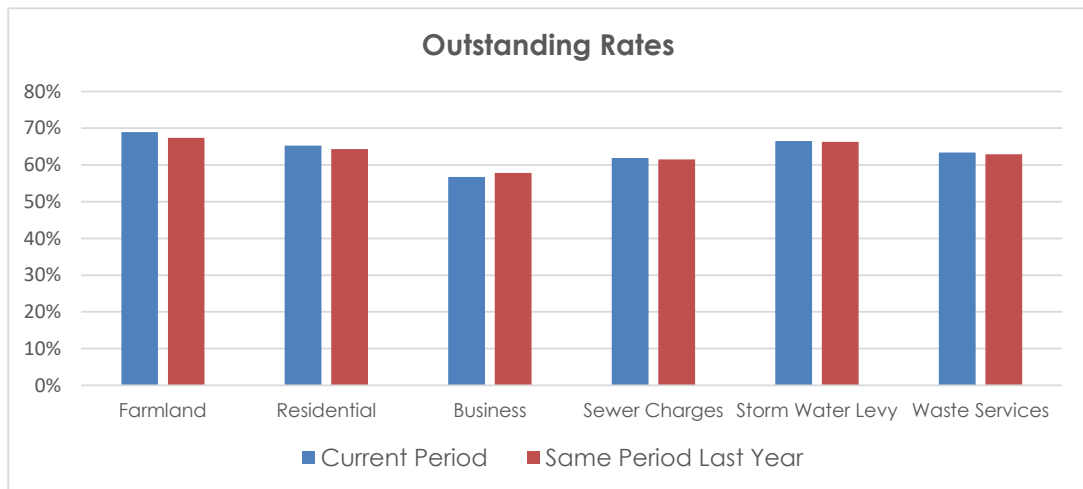
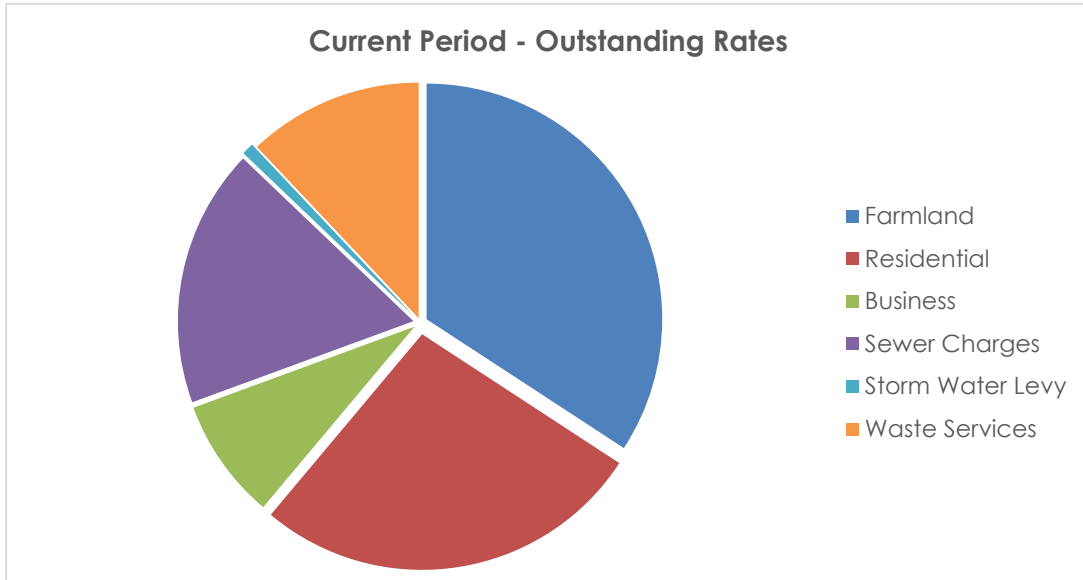
- Attachments:**
1. Rates Collection [↓](#) 
  2. Rates Collection Chart [↓](#) 



Temora Shire Council  
**Rates Collections**  
 For the period ended 31 August, 2022

General Rates Category	Total Rates Levied (Incl Arrears)	Pension Rebates	Payments	Same Period last year	
				Rates Outstanding \$	Rates Outstanding %
Farmland	2,043,322.74	(3,422.46)	(634,078.85)	1,405,821.43	69%
Residential Temora - Occupied	1,410,892.56	(77,217.55)	(451,256.82)	882,418.19	66%
Residential Temora - Vacant	65,740.89	0.00	(24,955.45)	40,785.44	62%
Residential - Ariah Park	88,313.72	(5,905.61)	(25,713.36)	56,694.75	69%
Residential - Springdale	12,515.39	(988.31)	(4,518.06)	7,009.02	61%
Rural Residential	164,944.59	(9,575.95)	(65,550.93)	89,817.71	58%
Residential - Temora Aviation	45,411.07	(688.44)	(16,083.93)	28,638.70	64%
Business Temora - Hoskins Street	262,241.98		(103,200.02)	159,041.96	61%
Business Temora - Town	279,716.37		(124,782.23)	154,934.14	55%
Business Temora - Aviation	27,852.06		(13,547.96)	14,304.10	51%
Business - Ariah Park	21,445.41		(11,180.21)	10,265.20	48%
Business - Other	10,064.53		(7,502.61)	2,561.92	25%
<b>Services</b>					
Residential Sewer Charges	1,115,661.42	(37,545.05)	(379,634.40)	698,481.97	65%
Non-Residential Sewer Access & Usage	98,156.20		(68,377.65)	29,778.55	30%
Storm Water Levy	51,191.03		(17,140.62)	34,050.41	67%
Domestic & Rural Waste Services	676,647.82	(37,917.19)	(220,507.83)	418,222.80	65%
Trade Waste Services	141,669.54		(65,039.27)	76,630.27	54%
Overpayments	(102,962.41)		84,911.68	(18,050.73)	
Legal charges	12,715.08		(642.00)	12,073.08	
<b>Total</b>	<b>6,425,539.99</b>	<b>(173,260.56)</b>	<b>(2,148,800.52)</b>	<b>4,103,478.91</b>	<b>65%</b>
				<b>3,944,094.65</b>	<b>65%</b>





**19.8 TEMORA MEMORIAL TOWN HALL - INCOME & EXPENDITURE AUGUST 2022****File Number:** REP22/1098**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** 1. Town Hall Income & Expenditure - August 2022 [↓](#) 



Temora Shire Council

**Temora Memorial Town Hall****Income & Expenditure**

For the period ended 31st August, 2022

	Current YTD	Prior YTD
<b>Income</b>		
Facility Hire	8,164	4,205
Other Sundry Income	-	-
<b>Total Income</b>	<b>8,164</b>	<b>4,205</b>
<b>Expenditure</b>		
Utilities		
Electricity & Gas	(2,036)	(1,542)
Rates	(3,611)	(3,465)
Water	(174)	(206)
Cleaning	(1,860)	(3,327)
Maintenance	(2,416)	(3,253)
Administration		
Employee Costs	(891)	(1,389)
Depreciation	-	(26,329)
Insurance	-	(21,684)
Organisation Support Costs	-	(10,162)
Other/Miscellaneous	-	(1,611)
<b>Total Expenditure</b>	<b>(10,989)</b>	<b>(72,967)</b>
<b>Total Town Hall Surplus/(Deficit)</b>	<b>(2,825)</b>	<b>(68,763)</b>
Internal Hire/Donation	276	1,520

Check

(2,825)

(68,763)

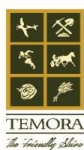
**19.9 TOWN HALL THEATRE - OPERATING RESULT AUGUST 2022**

**File Number:** REP22/1095

**Author:** Director of Administration & Finance

**Authoriser:** Director of Administration & Finance

**Attachments:** 1. Town Hall Theatre - Operating Result August 2022 [↓](#) 



Temora Shire Council

## Temora Town Hall Theatre Operating Statement

For the period ended 31st August, 2022


	Current YTD	Prior YTD
<b>Candy Bar</b>		
Income	8,490	5,215
Purchases	(4,195)	(1,706)
	4,294	3,509
<b>Admissions</b>		
Income	15,183	8,930
Gold Class Ticket Sales	764	-
Audio Visual Purchases	(12,017)	(4,925)
	3,929	4,005
<b>Other Income</b>		
Facility Hire	-	532
Donations	25	-
	25	532
<b>Other Costs</b>		
Advertising	-	(434)
Bank Fees	(395)	(264)
Building Maintenance	-	-
Cleaning	(791)	(743)
Commissions Paid	-	-
Computer Costs	(160)	(675)
Event Catering Expenses	-	-
Freight	-	(65)
General Maintenance	(259)	-
Insurance	-	(5,706)
Materials Purchased	(320)	(635)
Rates & Electricity	(2,869)	(2,499)
Stationery & Office Consumables	-	-
Employee Costs	(5,244)	(9,978)
Sundry Expenses	(2)	30
Telephone & Internet	(121)	(91)
Volunteer Support	-	(170)
Depreciation	-	(733)
	(10,160)	(21,963)
<b>Total Cinema Surplus/(Deficit)</b>	<b>(1,912)</b>	<b>(13,918)</b>
Internal Hire/Donation	-	
Check	(1,912)	(13,918)

**19.10 TEMORA TOWN HALL THEATRE AGM & GENERAL MEETING MINUTES 20 JULY 2022**

**File Number:** REP22/968

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. THT minutes [↓](#) 



# TEMORA SHIRE COUNCIL

*-THEATRE MANAGEMENT COMMITTEE-*

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~Minutes of the AGM & General Meeting~  
Held on Wednesday, 20 July 2022 at 6.00PM  
Venue: Temora Town Hall Foyer

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## **AGM**

### **Present**

Kris Dunstan, Trevor Player, Beth Firman, Leanne Nixon, Jan Gilchrist, Guy Piltz, Andrew Lukasiak, Susan Jeri, Sue James, Coralie McKenzie, Di Monkerud, Lindy Reinhold, Gina Tkacz

### **Apologies**

Peter McIntyre

### ***Election of office bearers:***

Chaired by Kris Dunstan

President-

Trevor Player Nominated by Jan Gilchrist, seconded Leanne Nixon, Carried

Vice President-

Jan Gilchrist Nominated by Beth Firman, seconded by Leanne Nixon, Carried

Secretary-

Sue James Nominated by Beth Firman, seconded by Guy Piltz, Carried.

## **General Meeting**

### **Present**

Kris Dunstan, Trevor Player, Beth Firman, Leanne Nixon, Jan Gilchrist, Guy Piltz, Andrew Lukasiak, Susan Jeri, Sue James, Coralie McKenzie, Di Monkerud, Lindy Reinhold, Gina Tkacz

### **Apologies**

Peter McIntyre

### **Correspondence**

Letter from Gary Lavelle in connection with 355 committees and their responsibilities. Noted.

Email complaint from Kristy Blachut outlining issues regarding a film she attended at which there were children aged 10-13 kids with no adult accompaniment and a dirty toilet.

Discussion resolved to reply to her that the newer ushers would be reminded of their duties and that more senior ushers will be scheduled on young people's films.

### Aug/Sept program

*Sundown, Falling for Figaro, Phantom of the Open, Where the Crawdads Sing.* Sue James volunteered to let members of the three different book clubs about the last because it was a popular book.

*Princess, Bullet Train, Juniper, Bosch & Rokit, DC Super Pets, Good Luck to You, Leo Grande, Beast*

### Film Club update

Our last meeting was held last Thursday. It was the film *The Man Who Knew Infinity*. Numbers were a little down but those who attended enjoyed the film. Special thanks to Peter and Anita McIntyre who projected and helped with supper since Sue James was down with covid. Nancy said they made everything a breeze and clean up was done in the blink of an eye.

Next month's screening is



Strong performances can't overcome a woefully uneven screenplay in this heartfelt drama from French filmmakers Eric Toledano and Olivier Nakache (*The Intouchables*). The title character (Omar Sy) is a Senegalese refugee threatened with deportation in Paris, so he befriends an immigration advocate (Charlotte Gainsbourg) whose passion for the cause doesn't match her ability to do much about it. Nevertheless, their relationship deepens even as Samba's hopes to stay in France dwindle. The film becomes caught between a breezy romantic comedy and a provocative drama about social justice. Through some charming moments, the two lead actors handle such awkward transitions better than the film itself. (Rated R, 118 minutes).

We'll see if this unkind review is correct. Sue James.

### Website update

The new website has been started through Veezi. Jodie Cameron will meet with Guy to complete it.

### Grant Funding

Guy informed the meeting of news of a Capital Funding Grant from Clare Golder. Councils are eligible. Guy will communicate with Clare about technical issues and our identified equipment needs.



### **Money stolen**

\$300 went missing from the float on a very busy session. After some discussion, Kris proposed that we buy a small safe for storage of the float. Seconded Trevor. CARRIED.

### **External food/alcohol brought into Theatre**

Some volunteers have noted that some customers are bringing in externally purchased food. The general feeling was, that while this is hard to police and enforce, a gentle reminder on Facebook pointing out the viability of the theatre relies on our sales might have an impact.

Leanne volunteered to put this on Facebook and Coralie McKenzie volunteered to make a screen ad to remind people.

### **Prices change update**

Kayleen Brown has changed the prices sign. Thanks Kayleen.

### **Emergency door issues**

Andrew Lukasiak reported that he keeps finding the emergency door open. He recommended that we check it after each show. Kris informed the meeting that Dasher Block will check it when he checks other emergency doors in the Town Hall.

## **GENERAL BUSINESS**

### **Financial Report**

Tabled.

Beth reminded people that the silverfish infestation of the side curtains needs attention.

Kris remarked on the fact that the theatre has just had its 13th birthday and had proved to be a popular community cultural resource. He also thanked the volunteers for the major impact they have had ensuring the success of the venture. Others commented that, apart from the grim covid closure days, we had paid our way, covering all costs under the Council's policy, and have again returned to the black in the financial area.

Guy reminded members that volunteers working with children's authorities were needed and that these could be obtained from Service NSW online.

### **Dine & Discover Vouchers**

Guy reported that the vouchers have helped to restore the financial position. Leanne Nixon also pointed out that Guy's wide selection of films has had an impact on increasing attendance numbers. Others commented on the number of sold-out films recently as a good sign that people are willing to go out more. All these facts amount to a very good news story and Kris encouraged members to let the community know about this through a press release.

Meeting Closed 6.53pm.

**19.11 ARIAH PARK MARY GILMORE FESTIVAL MINUTES HELD 2 AUGUST 2022**

**File Number:** REP22/1016

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Ariah Park Mary Gilmore Festival [↓](#) 

Ariah Park Mary Gilmore festival committee

A Section 355 Committee Of The Temora Shire Council

Minutes From meeting held 2/08/2022

Meeting Opened by President Chris Mutton

Present - Chris Mutton, Allen Penfold Patty Vearing, Nigel Judd, Margaret Speirs, Janet Popple, Robyn Wall

Apologies Bruce Ryan, Julie Colwill, Sandy Waters, Sandy Kosh

**Minutes Of Meeting**

Read by Robyn Wall

**Moved Robyn** Seconded – Patty  
**Minutes be Accepted Passed**

**Treasures Report**

Opening Balance \$7,680.03

**Inward**

Fixed deposit transfer	\$16,000.00
interest from same	\$ 29.92
Bunnings bbq	\$2,568.50

**TOTAL INCOME** **26,278.45**

**Expenditures**

Flyers printing	\$56.00
Float for bbq	\$350.00
Float for raffle for festival	\$150.00
Radio advertising	\$392.00

**Total expenditure** **\$958.00**

**Closing balance** **\$25,320.45**

Moved Margaret seconded Janet  
Report accepted  
passed

**Correspondence****Inward**

e/mail from council to let us know grant will be decided in next week

e/mail from Skip bins 2 bins ordered

phone from show society re add in their program

phone call from council re quote for bins

several phone re festival

phone re showers and toilets

**Out ward**

Phone call to Margaret re raffle

Phone call to Chris re stage

Several e/mail re BBQ to committee

Phone call to school re changing dates on bonnets

**Business Arisings**

1 new committee to take over in December

2 Nigel states that we will need more rides and things for children on Sunday

3 cashless to festival Margaret and Bill to organize to teach us how to use someone he has ironed some problems

4 Margaret has organized billeting for entertainers same confirmed

5 John Waters has offered to take photo's at festival

6 Bruce has organized clearers for toilets at festival

7 2 buskers needed for festival

8 Robyn & Margaret to write letter to new hotel owners for accommodation for artists next year

9 golf buggy or similar needed for festival to help person parking vans

**Outcome**

Goffer organized for person parking vans

Cashless entry Bill to teach us how to use

2 buskers found for Sunday markets

Motion moved by Robyn that we put our usual add in show program second Margaret (passed)

**Discussions**

Pony rides to be organized if possible

Face painter to be hired if possible for Sunday

Meeting closed 9.25

next meeting 6 September meeting commencing at 7.30

**19.12 TEMORA WOMENS NETWORK MINUTES HELD 8 AUGUST 2022**

**File Number:** REP22/960

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Temora Womens Network [↓](#) 

## TEMORA WOMEN'S NETWORK COMMITTEE

Meeting held Monday, 8<sup>th</sup> August, 2022 at Temora Arts Centre, Aurora Street, commencing 2.30pm.

Present: Susan Jeri, Catherine Thompson, Lindy Reinhold, Lyn Cartwright, Jean Gunn, and Sally Deep.

Apologies: Norma Howard.

Susan conducted the general meeting, welcoming all those present.

MINUTES: Minutes of the last meeting were read and confirmed with a correction of the next meeting date to be 8<sup>th</sup> August, 2022.  
Moved by Lindy, Seconded by Susan. Motion carried.

TREASURER'S REPORT: Lyn reported that \$1,983.58 should be available in Council Funds.

CORRESPONDENCE IN: A letter from Mayor, Rick Firman, of Temora Shire Council, inviting committee members to a Mayoral Morning Tea on Monday, 1st August to celebrate Local Government Week.

An email from Lindy Reinhold re: sudden departure of Council rep, Amanda Gay, suggesting that the committee continue to meet and organise a function.

Correspondence Moved by Sally. Seconded by Lyn.

CORRESPONDENCE OUT: Nil

GENERAL BUSINESS:

It was planned to hold a SHIRLEY VALENTINE FILM night on Tuesday evening 6<sup>th</sup> September. 6.30 pm for 7.00pm start.

Cinema Charge: \$90.00 and Projectionist Charge \$55.00.

Teresa McCrone to do catering. Cost for minimum of 50 people to be assessed.  
Cost for less than 50 to be \$22.00 per head, with a minimum of 20 people.  
The plan is to go with a maximum number.

Cold finger food for minimum of 50.

Tea and coffee & milk by Lyn. Alcohol by Lindy.

Platters to be purchased.

Advertising to be Snap Adds.

To have access to the Temora Arts Centre, for meetings please ring

**Denise Clements on mobile: Work (0428) 029184**

**Home: (0428) 772267**

For reporting to Shire Office:

**Shire contact: Shontayne Ward Mobile: 0492 203 457**

**Email: [sward@temora.nsw.org.au](mailto:sward@temora.nsw.org.au)**

Meeting closed at 3.30pm

Next meeting: Informal

Monday 5<sup>th</sup> September, 2022


2 30pm at Kayshe Espresso.

**19.13 IMAGINE TEMORA MINUTES HELD 9 AUGUST 2022**

**File Number:** REP22/1014

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Imagine Temora [↓](#) 



## Temora Shire Council -Imagine Temora Committee

Minutes of Meeting held Temora Art Centre 9 August 2022 at 5.10pm

**Present:**

Yianna Johns (via phone), Lindy Reinhold, Denise Clements, Louise Adams, Ken Forster, Susan Jeri.

**Apologies:**

Fran Cahill, Chris Watson & Scott Hayman.

**Minutes from previous Meeting:**

June meeting - Read by Lindy Reinhold

**True and Correct – Moved – Ken Forster**

**Seconded – Susan Jeri**

**Correspondence – inward and outward:**

Letter re Mayor's Morning Tea for volunteers – invite short notice, no one from Imagine attended. Yianni suggested Imagine make the effort to attend future events in the interests of promoting the group and encouraging others to join.

**Business arising from previous meeting:**

AGM confirmed for 13<sup>th</sup> September 2022, Denise to organise ad for the paper.

Council has allocated Imagine \$5000 for use by various member groups for Town Hall hire fees only.

**General business/Around the Room Update:**

**TADVAC** – Lots of members away. Karen's classes on hold – she is away. Have some interest from potential new members. Looking to do some fund raising for equipment purchase.

**Performing Arts** – Nothing planned for the immediate future. They have received a donation from Ruth Fritsch of \$400, this is from the proceeds of her recent concert.

**Women's Network** – Holding a cinema night, screening Shirley Valentine followed by a light supper. Free event to celebrate International Women's Day, 6 September.

**TSC** – Arts Centre – Denise is settling in, she is trying to organise some workshops. Hoping to have a monthly newsletter. The Temora Art Prize is scheduled for October.


Discussion re housing donated pottery equipment. The Cootamundra Art Show is back on, running in September.

**Yianni** – The Ardlethan Art prize went very well. 130 entries this year and looking to streamline entry process for next year.

Ariah 62 (coffee shop in Ardlethan) is still looking for art works to hang – free space – contact Kerrie.

Next meeting to be held 5.00 on 13 September 2022

Meeting closed 5.50pm

**19.14 SISTER CITY AGM MINUTES HELD 16 AUGUST 2022****File Number:** REP22/976**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Sister City AGM [↓](#) 

## TSC SISTER CITY COMMITTEE

### Annual General Meeting

**Meeting Held:** 16/08/2022

**Location:** Temora Arts Centre Meeting Room

**Chairperson:** Peter Speirs

**In Attendance:** Peter Speirs, Anne Giacomini, Fabio Giacomini, Helen Speirs, Robert Brabin, Cr. Jason Goode, Shontayne Ward

**1. Apologies:** Eileen England, Tanya Botha

Moved: Anne Giacomini

Second: Peter Speirs

Carried

**2. Minutes From Previous AGM submitted:**

**True and Correct**

**Moved:** Anne Giacomini

**Seconded:** Fabio Giacomini

Carried

**3. Positions declared vacant and Election of officers:**

Chairperson: Cr Jason Goode

Nominated Fabio Giacomini

Seconded Robert Brabin (Bob)

Elected

Deputy Chairman: Robert (Bob) Brabin

Nominated Peter Speirs

Seconded Anne Giacomini

Elected

Secretary: Anne Giacomini

Nominated Peter Speirs

Seconded Helen Speirs

Elected

Communications Officer: Shontayne Ward

Nominated Peter Speirs

Seconded Helen Speirs

Elected

Public Relations: Combined with Communications Officer

Council Staff: Shontayne Ward

Councillor: Cr Jason Goode/ (Cr Rick Firman)

#### **4. Correspondence:**

IN: Nil

OUT: Nil

#### **5. Business Arising From The Previous Meeting:**

#### **6. Other General Business**

Carried

MEETING CLOSED 5:57pm

Not In Attendance and no communication from the following previous members in 2021

Irene Broad and Matthew Walker

**19.15 SISTER CITY MEETING MINUTES 16 AUGUST 2022**

**File Number:** REP22/978

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Sister City minutes [↓](#) 

## TSC SISTER CITY COMMITTEE

### Meeting Held: 16/08/2022

**Location:** Temora Art Centre Meeting Room

**Chairperson:** Cr Jason Goode

**In Attendance:** Helen Speirs, Peter Speirs, Anne Giacomini, Fabio Giacomini, Bob Brabin, Cr. Jason Goode, Shontayne Ward

**Apologies:** Tanya Botha, Eileen England

### **Minutes From Previous Meeting:**

**True and Correct**

**Moved:** Bob Brabin

**Seconded:** Fabio Giacomini

### **Business Arising From The Previous Meeting:**

1. Classification of TSC Sister City Committee  
Anne explained that we still need to clear up the ambiguity concerning the classification of The Sister City Committee as an advisory committee and the note in Point 10 of the document "Terms of Reference: A7- Sister City Committee". Shontayne and Jason will make inquiries with General Manager Gary Lavelle.
2. Discussion of commemorative gift for Izumizaki.  
It was decided after discussion that since COVID has impacted finalising the gift and celebration of the 30<sup>th</sup> anniversary at an appropriate time interval, the celebration and gift presentation be arranged to commemorate the 35<sup>th</sup> anniversary in two years' time.  
Further discussion occurred in General Business.
3. Any other celebrations to be organised given time elapsed and conditions of Covid.  
Discussion occurred in General Business. It was however, decided that some type of informal get together at the Bundawarra Centre with people who have been associated with exchanges, visits, and gifts between the two cities could be brought together to reminisce and stimulate further interest within the Temora community.

### **Correspondence:**

**Inward:**

1. **General Manager --15<sup>th</sup> July 2021**: Changes re S355 committees, their operations, makeup, however the impact of COVID on the committee and Council, prevented training of executive.

2. **General Manager—22 October,2021**--letter in reply to the request by Peter for funding and support of the 30<sup>th</sup> Anniversary of the Izumizaki Sister city relationship. A financial commitment of up to \$2,600 to support the concept of a gift as requested was granted. General Manager Mr. Gary Lavelle on behalf of Council also thanked the Sister City Committee for our efforts in maintaining the highly valued close ties with Izumizaki.

3. **Mayor Norikatsu Yannai—18<sup>th</sup> January,2022**—a letter offering thanks for the warm holiday greetings, wishing the Temora Shire a happy and prosperous 2022 and, looking forward to continued friendship and support in the year ahead.

4. **General Manager –25<sup>th</sup> May 2022**: re S355 Committees, their holding of meetings (at least 4/year), particularly AGM, and advertising for interested community members to attend AGM and meetings and participate in committees.

3. **Various emails** to and from Committee members concerning holding of meetings, discussion of change of day of meetings, and notice of cancelled meetings and, finally application by executive to Council for allocation of funds (\$2,600) to organise and execute provision of commemorative gift to Izumizaki Council and notice of allocation of \$2600 by Council.

### **Outward:**

1. **21<sup>st</sup> October, 2021 Peter Speirs' application** to address Council in the Public Forum concerning the community's commitment to the 30<sup>th</sup> Anniversary of the Sister City Agreement with Izumizaki.
2. **21<sup>st</sup> October, 2021 Chairman Peter Speirs' letter** to Council applying for allocation of \$2,600.
3. **Various emails** to committee re meetings proposed, cancelled, change of day, advertising by Council for interested community members and notice of meetings and AGM, information about procedure for existing committee members continuing in their roles, and successful application for funds for commemorative gift for Izumizaki.
4. **Peter Speirs recommended that Mayor Firman** send condolences on behalf of the Temora Shire community to Izumizaki Village on the recent assassination of Japan's former Prime Minister Shinzo Abe on 18<sup>th</sup> July, 2022. Peter believes this was done.

### **General Business:**

- Brief discussion revolved around the promotion of the benefits of the Sister City Committee to the Temora Shire Community.

- Suggested revisit get together luncheon/dinner/barbeque with a Japanese flavour and involving all the groups associated with Sister City visits, exchanges, gifts, and so on—runners, cyclists, students, and exchange teachers.
- In relation to a commemorative gift of 35<sup>th</sup> anniversary to Izumizaki there is time now to design and implement a plan to bring about the creation of meaningful gift/s reflecting the intrinsic rural nature of the Temora Shire ie greenstone, wood, various crops, and wool etc.
- Gift could comprise painting, woodwork, patchwork quilt (Dianne Harper created one for Peter and Helen to take over illustrating emblems of the two Councils), wool (as in the Cootamundra/Temora wedding gown), quilting and/or needlework/embroidery (Roz Langford). Ask the Art community and Crafts Community for ideas.
- Students were previously heavily involved with exchange visits and learning experiences – hopefully we can find more ways to involve students today, perhaps using zoom and enrich their cultural experiences.
- The Sister City also relates to Randwick –a most successful celebration was held as Octoberfest.

### **Around The Room Update:**

**Name:** Fabio

**Update:** Nothing further

**Name:** Peter

**Update:** Much as discussed. Need to promote interest. Culinary connection important. Goulburn have a strong association with the consul General (Sydney) who is keen to visit and participate so important to include him in celebrations.

**Name:** Anne

**Update:** While teaching I had a lot of contact with the Japanese Embassy who made available films and other cultural materials for loan to schools. Worthwhile pursuing to see what might be made available to our community.

Also primary schools may be able to enrich their English and language skills through zoom conversations as they learn about each other's day/culture.

**Name:** Helen

**Update:** Various individuals indicated they would be interested in coming to some sort of function to revisit the Izumizaki interest and events of the past.

**Name:** Shontayne

**Update:** Queried who would pay for such a get together. It was suggested individual may.



**MEETING CLOSED:** 6:00pm

**DATE OF NEXT MEETING:** 15<sup>th</sup> November,2022

**19.16 HERITAGE COMMITTEE MINUTES HELD 25 AUGUST 2022**

**File Number:** REP22/1008

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Heritage Committee [↓](#) 

MINUTES OF THE MEETING OF THE TEMORA HERITAGE COMMITTEE

Meeting Held: Temora Shire Council Chambers on Thursday, 25<sup>th</sup> August 2022

Present: Kris Dunstan (Chair), David Scobie, Cr Jason Goode, Rod Ballantyne, Cr Max Oliver, Cr Nigel Judd, Michael Collins, Wilma McCubbin, Merryl Graham, Claire Golder and Sally Hurst

Apologies: Ros Hartwig, Earl Kotzur and Belinda Bushell.

Commenced: 12:02 PM

ITEM		ACTION
1	<p><b>Confirmation of Minutes</b></p> <ul style="list-style-type: none"> <li>▪ It was <b>Moved</b> Wilma McCubbin and <b>Seconded</b> Jason Goode that the minutes be accepted.</li> </ul>	
2	<p><b>Business Arising from Previous Minutes –</b></p> <ul style="list-style-type: none"> <li>• Interpretive Panel Book –                             <ul style="list-style-type: none"> <li>▪ General location map to be found and inserted into book</li> <li>▪ Review booklet to ensure all panels are included.</li> </ul> </li> <li>• Satellite Airfield and Self-Drive Tours                             <ul style="list-style-type: none"> <li>▪ Drive 1 or 3 is now complete. Drive 2 will be done in September and Drive 2 in</li> </ul> </li> </ul>	<p>Ongoing – blurry panels are being re-created. Trying to locate some photos that aren't on file for the panels.</p> <p>Ongoing – David and Wilma</p>

	<p>October.</p> <ul style="list-style-type: none"> <li>▪ A3 paper copy format and electronic copy.</li> <li>▪ Panel to have key information decided on. Where it would be erected?</li> </ul> <p>Discussed that the best site to capture the appropriate audience would be at the Aviation Museum, this panel would work in conjunction with smaller panels along the trail.</p> <ul style="list-style-type: none"> <li>• Italian POW Hut             <ul style="list-style-type: none"> <li>▪ Wilma advised there are stories in the Sebastopol and Trungley Hall Books relating to Italian POW's in our area.</li> <li>▪ It was discussed that many of these men formed trusted relationships with farming families/community members.</li> <li>▪ It is an important part of history, and we need to get the information out there.</li> </ul> </li> <li>• Main Street Verandah Re-Instatement</li> <li>• Oral History             <ul style="list-style-type: none"> <li>▪ Rob Willis has interviewed David Schlunke.</li> </ul> </li> <li>• Marie Narelle Book – almost done!</li> </ul>	<p><b>David</b> - will research similar history information in Parkes and Cowra.</p> <p>Ongoing</p> <p><b>David</b> – to follow up with Cr Claire McLaren</p> <p>Ongoing</p>
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<ul style="list-style-type: none"> <li>• Chinatown Interpretative Panel             <ul style="list-style-type: none"> <li>▪ At Cleverdons Steel Constructions having the frame manufactured and fitted</li> </ul> </li> </ul>	<p><b>Sal</b> – to touch base with Cleverdons to see when the project will be completed and ready for collection.</p> <p><b>Kris</b> – to meet with Merryl to find a suitable location on Trungley Road for the panel to be erected.</p>
<p>3</p> <p><b>Heritage Fund Applications –</b></p> <ul style="list-style-type: none"> <li>• No applications submitted</li> </ul>	
<p>4</p> <p><b>Heritage Advisors Report –</b></p> <p>David discussed as per Report –</p> <ul style="list-style-type: none"> <li>• Aria Park Railway Goods Store             <ul style="list-style-type: none"> <li>▪ Staged plans suggested to be implemented to bring it back to life – remove debris, remove pigeon droppings, repair roof etc.</li> </ul> </li> <li>• Aria Park War Memorial             <ul style="list-style-type: none"> <li>▪ Need to check the budget for extra work to be carried out to rectify the monument sinking issue</li> </ul> </li> </ul>	<p>Ongoing</p> <p>Ongoing</p>

	<ul style="list-style-type: none"> <li>• Temora Cenotaph             <ul style="list-style-type: none"> <li>▪ David provided a sketch/design for the two new monuments. Possibly remove pavers, and re-direct footpath.</li> <li>▪ Carl Valerius advised he can source the matching stone from India. Once we receive his quotation</li> </ul> </li> <li>• NRCC House/Library             <ul style="list-style-type: none"> <li>▪ Further discussions and ideas for the exterior upgrade of the building</li> </ul> </li> </ul>	<p>Ongoing</p> <p><b>David</b> to meet with <b>Wendy</b> to review materials and finishes</p>
<p>5</p>	<p><b>August Meeting Notice –</b></p> <ul style="list-style-type: none"> <li>• Indigenous Heritage – Jason provided a newspaper article from the Narrandera Argus in regard to the Local Land Services, this may be a good point of contact moving forward. Need to refine costings. The aim is the create an accessible track with parking, bollards to prevent access to certain areas and Interpretative Panel erected. Need to get this project ‘shovel ready’.</li> <li>• Chinese Heritage Book – hard to find information, trying to source as much material as possible for the book as this is an important story that needs to be told. Content details such as Immigration Policies from 1850-60’s onwards, Mee-Ling family in Temora etc.</li> </ul>	<p><b>Sal</b> make contact with LLS Aboriginal Cultural Business Partner Graham Kelly</p> <p>Ongoing</p>

	<ul style="list-style-type: none"> <li>• Main Street Verandah Re-instatement – Westminster Hotel owner is almost ready to submit a Development Application for the verandah repalcement. Further discussions to take place reading materials to be used. Application for Heritage Grant Funding noted as ongoing on spreadsheet.</li> <li>• CBD Building Occupancy Research – currently have a lot of information provided by a number of locals. Trying to collate at the information into one table moving forward. Looking to form a group of local residents to assist with this project and to share their knowledge of the history of our CBD. Suggestions to meet and chat, have a cuppa in a local coffee shop and aim to discuss a specific block at each gathering.</li> </ul>	<p>Ongoing</p> <p><b>Kris, Claire and Sal</b> – follow up, discuss possible locals to contact, give the group a name....</p>
<p>6</p>	<p><b>General Business –</b> <i>Cr Nigel Judd</i></p> <ul style="list-style-type: none"> <li>• Friday 9<sup>th</sup> September at 5pm the unveiling of the Australia Post mural will take place. The mural (design/work to be completed by Ricky Hard, Coolamon) tells the story of the history of mail delivery from horse and sulky, T-model Ford, push bike etc. in Ariah Park. The mural will appear on the fence near the telephone exchange. Ex Australia Post workers have been invited to attend. This was funded by donations and residents own funding.</li> <li>• On the same evening ‘Spark in the Park’ will take place. This is a light projection show which will light up heritage buildings such as the Ariah Park Hotel. Similar idea as VIVID</li> </ul>	

	<p>in Sydney. It is a possibility that this could become an annual event.</p> <p><b>Claire Golder</b></p> <ul style="list-style-type: none"> <li>• A Grant Application has been submitted for the Railway Precinct. Thanks to David for assisting with the master plans, along with a landscape architect and business consultant. The aim is to connect Pardey's Flour Mill, the former Round House Site and the Ambulance Museum. This would link tourist attractions from the Lake to VIC, ideal for walking, push bikes, e-bikes etc. Working on this project with Transport NSW, have received mixed information/messages. We will know later in the year if the application has been successful.</li> </ul>	
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**Next Meeting: Thursday 27<sup>th</sup> October, 2022 at the Temora Shire Council Chambers**

**Meeting Closed: 12.55 PM**



**19.17 POLICY REVIEW**

**File Number:** REP22/1097  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

At the workshop held 2 September 2022, it was decided to review a number of Council policies on committee days commencing in October, rather than conducting a full day workshop.

Accordingly, the following schedule has been provided. Each workshop will commence at 10.00am on committee days.

1. Code of Meeting Practice (Oct)
2. Investments Policy (Oct)
3. Debt Recovery (Oct)
  
4. Local Approvals & Orders Policy (Nov)
5. Rating Policy (Nov)
6. Model Social Media Policy (Nov)
7. Councillor & Staff Interaction Policy (Nov)
8. Councillor Professional Development Policy (Nov)
  
9. Model Code of Conduct (Dec)
10. Website/Social Media Inclusion Policy (Dec)

The policies will then be presented to the next Council meeting for adoption.

***For the information of Council.***

**20 CONFIDENTIAL REPORTS****RECOMMENDATION**

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:

**20.1 Confidential Minutes of the Assets & Operations Committee Meeting held on 6 September 2022**

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

**20.2 Confidential Minutes of the Economic Development and Visitations Committee Meeting held on 6 September 2022**

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

**20.3 Regional Housing Strategic Planning Fund**

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.

**20.4 Cleaning Contract Tender**

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.

**21 MEETING CLOSE**