



Date: Thursday, 18 October 2018
Time: 4:05PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Ordinary Council Meeting

18 October 2018

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**MINUTES OF TEMORA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON THURSDAY, 18 OCTOBER 2018 AT 4:05PM**

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

IN ATTENDANCE: Gary Lavelle (General Manager), Rob Fisher (Engineering Technical Manager), Bimal Shah (Engineering Works Manager), Kris Dunstan (Director of Environmental Services), Mrs Anne Rands (Executive Assistant), Mrs Claire Golder (Town Planner), Ms Lyn Ward (Temora Independent)

1 OPEN AND WELCOME

There were no Public Forum requests.

2 APOLOGIES

Moved: Cr Wiencke

Seconded: Cr Smith

That the apology be approved and accepted from Steve Firth (Director of Administration & Finance)

CARRIED

3 OPENING PRAYER

The opening prayer was conducted by Rev Rob Donald, Acting Minister for St Pauls Anglican Church.

4 CONFIRMATION OF MINUTES

RESOLUTION 238/2018

Moved: Cr Claire McLaren

Seconded: Cr Graham Sinclair

That the minutes of the Ordinary Council Meeting held on 20 September 2018 be confirmed.

CARRIED

5 MAYORAL MINUTES

5.1 MAYORAL MINUTE - OCTOBER 2018

File Number: REP18/1216
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

FIRST HEADING

1. It would be remiss not to place on record Council's and our community's warm congratulations to Temora Aviation Museum's recent WARBIRDS DOWNUNDER AIRSHOW. This was a most impressive event for the Museum, but particularly for our Shire as a whole. A special thank you is extended to Museum President & Founder, Mr David Lowy AM, his Board, staff and volunteers. We never take for granted what the Museum has done and continues to do for Temora Shire – and the wider Riverina region.

We also acknowledge the tremendous WARBIRDS STREET FESTIVAL. This was a significant event for our local business houses, but also for Shire our community. It is most heart-warming to see us all come together at such events. Thank you to our local business community, to our Economic Development Manager, Mr Craig Sinclair, the TBEG Executive and all involved with this positive initiative.

2. The General Manager and I are working with our Deputy Prime Minister, the Hon Michael McCormack MP to arrange a meeting with the Federal Treasurer. As Council will recall, Temora Shire has been placed in the Parkes-Cobar Functional Economic Region. This is a recommendation by the Australian Productivity Commission (APC) – a decision which certainly strongly suggests how out of touch the APC are. Council will not rest until the Government can give us an acknowledgment that the APC recommendation is certainly not appropriate for Temora Shire.

3. Council were pleased to learn of the NSW Electoral Commission's determination that Temora Shire residents will be provided with Pre-Poll voting. This will be for a week at next year's State election. I know Council and our community are grateful for this decision and accordingly, I propose we formally thank the NSWEC, in particular, Mr Steve Robb, who we have been dealing with.

RECOMMENDATION: That Temora Shire Council writes to the NSW Electoral Commission, thanking them for allowing Temora Shire residents to have Pre-Poll voting facilities.

4. Council will recall the recent spate of anti-social behaviour in our main street. Whilst this conduct is not restricted to Temora Shire, it certainly is something that this Council and community will not tolerate. We sincerely thank Police for charges being laid against those individuals involved.

We value our solid relationship with our NSW Member for Cootamundra, Ms Steph Cooke MP, Riverina Police District Commander, Supt Bob Noble, Inspector Robert Vergano and our local

Police Force. By all of us working together, we can do our best to ensure those that chose to behave in this unacceptable manner, will be dealt with to the fullest extent of the law.

5. Council are advised the very first meeting of the Riverina Joint Organisation (R-JO) will be held tomorrow (19/10/18) in Wagga Wagga. It will also be the Annual General Meeting of the Riverina Eastern Regional Organisation of Councils (REROC). Council will recall the seven-member R-JO Councils have determined to maintain both R-JO and REROC operating side by side for the first 18 months, with an independent review to take place after that.

R-JO will continue with their three-core functions, an REROC its operational/procurement role. I formally advise Council I will be offering myself as a candidate for the inaugural Chairman's role of the R-JO Board. Should I be elected as Chairman of the R-JO, it will be an Independent Chairman's role, meaning the Chairman doesn't have a vote. Whichever Mayor is the Chairman then has their Deputy Mayor who assumes the seat on the R-JO Board. I have spoken to our Deputy Mayor, Cr G P Sinclair, who indicated he would be prepared to accept the Board position.

I will also again put my hand up as Chairman of the REROC Board.

We must continue our prayers and thoughts for our Senior REROC Project Officer, Mrs Tracey Cornell, who is struggling with a serious illness. We are indeed blessed to have such dedicated REROC staff, led by our Chief Executive, Mrs Julie Briggs.

RESOLUTION 239/2018

Moved: Cr Dale Wiencke

Seconded: Cr Dennis Sleigh

That the recommendation as presented be adopted and the remainder of the report noted.

CARRIED

Report by Mayor Rick Firman

6 REPORTS FROM COMMITTEES

6.1 MINUTES OF THE EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 1 AUGUST 2018

File Number: REP18/1181

Author: Secretary Engineering

Authoriser: Engineering Technical Manager

Attachments: 1. Minutes of the Emergency Management Committee Meeting held on 1 August 2018

RESOLUTION 240/2018

Moved: Cr Max Oliver

Seconded: Cr Dale Wiencke

It was resolved that the reports be received.

CARRIED

RESOLUTION 241/2018

Moved: Cr Graham Sinclair

Seconded: Cr Lindy Reinhold

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

CARRIED



Date: Wednesday, 1 August 2018
Time: 5:00PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Emergency Management Committee Meeting

1 August 2018

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**MINUTES OF TEMORA SHIRE COUNCIL
EMERGENCY MANAGEMENT COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON WEDNESDAY, 1 AUGUST 2018 AT 5:00PM**

PRESENT: Mr Owen Plowman, Mr Greg Matthews, Mr Mike Read, Mr Gavin Coleman, Ms Jodie King, Mr Stephen Pollard, Ms Elizabeth Gault, Ms Jodie King, Mr Dean Emery, Mr Brogan Murrie

IN ATTENDANCE: Mr Alex Dahlenburg (Senior Engineering Technical Officer)

1 OPEN MEETING AT 5:08PM

2 APOLOGIES

Mr Thomas Hamilton, Mrs Wendy Skidmore, Mr Peter Harper, Mr Rob Vergano

COMMITTEE RECOMMENDATION

Moved: Mr Greg Matthews

Seconded: Ms Jodie King

The the apologies be received and accepted

3 REPORTS**3.1 TEMORA EM PLAN UPDATE**

File Number: REP18/752
Author: Senior Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: 1. Temora EM Plan 2018
2. CMG

REPORT

Due to the previous Temora Emergency Management (EM) Plan being adopted in 2015 with a review and update required every 3 years this process has now been undertaken.

If any combat agency has a request to update anything either in the Temora EM Plan or Consequence Management Guides (CMG's) that are attached please note them for consideration when this report is tabled for discussion.

As part of this review council is in discussion with the Temora Ex-serviceman's Memorial Club to develop a Memorandum of Understanding (MOU) to list the club auditorium as a third location in the EM Plan as an Evacuation Centre especially for the instance of an emergency involving a power outage. This is due to the current evacuation centres of Temora Recreation Centre and Temora Memorial Town Hall not having backup generated power with the ability to source a large mobile generator in such an emergency unknown.

Until an MOU is in place between Temora Shire Council and the Temora Ex-Serviceman's club this evacuation centre will not be listed in the Temora EM Plan.

COMMITTEE RESOLUTION 3/2018

Moved: Mr Greg Matthews
Seconded: Ms Jodie King

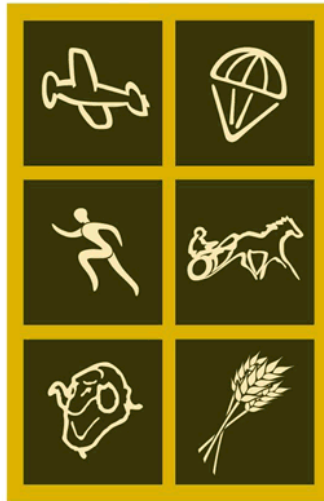
That the Committee consider the reviewed Temora EM Plan for adoption with the ability to later update the evacuation centres section if an MOU is developed between Temora Shire Council and Temora Ex-serviceman's Memorial Club.

CARRIED

Report by Alex Dahlenberg



TEMORA



NSW
Riverina

Temora Local Emergency Management Plan July 2018



Part 1 – Administration

Authority

The Temora Local Emergency Management Plan (EMPLAN) has been prepared by the Temora Local Emergency Management Committee in compliance with the State Emergency & Rescue Management Act 1989.

APPROVED

.....

Chair
Temora Local Emergency Management Committee

Dated:

ENDORSED

.....

Chair
Riverina Murray Regional Emergency Management Committee

Dated:

Temora Local Emergency Management Plan

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Temora Local Emergency Management Plan

Purpose

Details arrangements for, prevention of, preparation for, response to and recovery from emergencies within the Local Government Area(s) covered by this plan.

It encompasses arrangements for:

- emergencies controlled by combat agencies;
- emergencies controlled by combat agencies and supported by the Local Emergency Operations Controller (LEOCON);
- emergency operations for which there is no combat agency; and
- circumstances where a combat agency has passed control to the LEOCON.

Objectives

The objectives of this plan are to:

- define participating organisation and Functional Area roles and responsibilities in preparation for, response to and recovery from emergencies;
- set out the control, co-ordination and liaison arrangements at the Local level;
- detail activation and alerting arrangements for involved agencies; and
- detail arrangements for the acquisition and co-ordination of resources.

Scope

The plan describes the arrangements at Local level to prevent, prepare for, respond to and recover from emergencies and also provides policy direction for the preparation of Sub Plans and Supporting Plans:

- Arrangements detailed in this plan are based on the assumption that the resources upon which the plan relies are available when required; and
- The effectiveness of arrangements detailed in this plan are dependent upon all involved agencies preparing, testing and maintaining appropriate internal instructions, and/or standing operating procedures.

Principles

The following principles are applied in this plan:

- a) The Emergency Risk Management (ERM) process is to be used as the basis for emergency planning in New South Wales. This methodical approach to the planning process is to be applied by Emergency Management Committees at all levels.
- b) Responsibility for preparation, response and recovery rests initially at Local level. If Local agencies and available resources are not sufficient they are augmented by those at Regional level.
- c) Control of emergency response and recovery operations is conducted at the lowest effective level.
- d) Agencies may deploy their own resources from their own service from outside the affected Local area or Region if they are needed.
- e) The Local Emergency Operations Controller (LEOCON) is responsible, when requested by a combat agency, to co-ordinate the provision of resources support. EOCONs would not normally assume control from a combat agency unless the situation can no longer be contained. Where necessary, this should only be done after consultation with the Regional Emergency Operations Controller (REOCON) and agreement of the combat agency and the appropriate level of control.
- f) Emergency preparation, response and recovery operations should be conducted with all agencies carrying out their normal functions wherever possible.
- g) Prevention measures remain the responsibility of authorities/agencies charged by statute with the responsibility.

Test and Review Process

The Temora Local Emergency Management Committee (LEMC) will review this Plan every three (3) years, or following any:

- activation of the Plan in response to an emergency;
- legislative changes affecting the Plan; and
- exercises conducted to test all or part of the Plan.

Part 2 – Community Context

Annexure A – Community Profile

General

Situated in the North of the Riverina region of NSW, Temora Shire has an area of 2,813 sq Km and is located in the heart of the rich and productive southern wheat and sheep area of the state. Grazing and intensive animal production, work in parallel with cropping to provide the other major rural industries for Temora. Sheep production for wool and meat is the main livestock based industry, but other significant enterprises centre on cattle, including a major feedlot, and pig production on a large intensive piggery and three small operations.

The towns and villages are the major areas of population, being home to about two thirds of the Shire's residents. Temora township has a population of 4,600 and the villages of Ariaiah Park (400) and Springdale (60) are home to the other non-rural dwellers. The towns have a cycle of activity which is sympathetic with the agricultural cycle, and Temora supports a wonderful safe and friendly lifestyle for all, with its many service industries, retail shops, professionals, medical facilities and schools.

Much of our past is there to see at the Rural Museum and the Temora Aviation Museum presents a world standard collection of working Warbirds. Above all Temora is a healthy, safe and secure place to live and a pleasure to visit. Our residents particularly enjoy sport and social activities, which are at the centre of Temora's community life. We love to showcase our town, and those experiencing Temora for work or pleasure marvel how over one hundred community groups work so well together, for the wellbeing and enjoyment of us all, in this: the friendliest little town in NSW. The Temora Shire Population is 6,400. Distances from major centres: - Wagga Wagga 87km - Sydney 410km - Canberra 212km - Melbourne 518km

Services for Children

Council recognises the requirement of Council to provide an innovative and appropriate mix of services for the residents of Temora Shire Council. The objective is to provide quality options for all residents irrespective of ethnic or socio-economic background. Highlights include:-

Long Day Care

Temora Shire Council, in conjunction with Bland Shire Council, provides quality affordable in-house childcare services for children aged 0-12 years. The service provides regular or part-time care, occasional or emergency care, before and after school care or school vacation care.

Pre-Schools

Temora Shire Council provides accommodation for the Temora Pre-School, located in Gloucester Park, and playground facilities for the Ariaiah Park Pre-School.

Temora Local Emergency Management Plan

Immunisation

Temora Shire Council continued to operate a free immunisation clinic targeting children aged 0-5 years of age. Year 10 students in the Temora Shire Council area are also given free booster immunisation.

Library Services

Council's efforts to raise the profile of the library for users in the 0-12 age group have been achieved by:

Conducting storytelling and craft activities during school holidays, and special occasions such as Local Government Week, Australian Library Week and Children's Book Week; these special weeks have been very successful with 20-25 children at each activity. School groups attend the library each week. Pre school storytelling & craft activities are also held on Fridays during the year. Furthermore, Council have provided funding for extension of library services to Ariaiah Park residents through a mobile library service.

Sporting Facilities

Sport continues to play a major part in the lives of the young residents of the Council area. This is reflected in the excellent standard of facilities operated by Council, with Council sporting fields being viewed as a priority in the delivery of the effluent reuse scheme.

Web Site: Community Portal, www.temora.com.au. This website is for the exclusive use of the Temora Shire Community and includes sections for community, tourism, business and Council. Council also has a web-site which provides comprehensive information on the operations of Council (www.temora.nsw.gov.au). This site has been updated by Council participation in the local-e project run by Local Government.

Landform and Topography

Temora Shire consists of flat, very gently undulating plains. Notable exceptions to this include the Narraburra Hills in the northern extent of the Shire, Mimosa Valley in the southern extent of the Shire and the northern tip of the Bethungra Hills in the south-eastern extent of the Shire. A gravel-Ironbark ridge, identified primarily by Ingalba Nature Reserve, runs north-south approximately 8km west of Temora and 25km east of Ariaiah Park, creating a watershed here.

Rivers & tributaries within Temora Shire are exclusively seasonal with no year-round waterflows within the Shire boundaries. Water is sourced through seasonal rains and stored for agricultural & domestic use within pond-type dams and water tanks.

Vegetation is primarily open grazing/pasture or cropped fields with dry, sclerophyll forest in isolated areas. Predominant tree species include Ironbark, White Cypress Pine and assorted Eucalypts.

Climate

The climate of the Riverina Murray region has a strong seasonal cycle, with cool to cold winters and warm to hot summers. It is considered likely to be one of the regions of New

 Temora Local Emergency Management Plan

South Wales most severely impacted by climate change because of increasing temperatures, changes in the volume and distribution of rainfall, reduced snowfalls, and decreases in river flows. Rainfall throughout the Temora area is winter–spring dominated, with average annual falls of 385 MM. The average temperature in summer is 34° with the average overnight temperature 15°. The average temperature in winter is 14° with an overnight average of 3.5°.

The *Impacts of Climate Change on Natural Hazards Profile-State Overview 2010* report identifies that for the Riverina:

Daily maximum temperatures are projected to rise across all seasons by an average of 1.5–3°C, with the greatest increase in winter and spring (2–3°C). Nights are also projected to be warmer by an average 0.5–2°C, with the greatest increase in spring (1–2°C). Rainfall is projected to shift from winter to summer dominance with overall total falls declining, especially in the winter growing season. This decline is projected to be 20–50%, with the greatest reduction in southern parts of the region. Spring and autumn are projected to be similar to winter with rainfall decreasing by up to 50%, and the largest decreases occurring in the south and west. Evaporation is projected to increase in these seasons, exacerbating the dry conditions. Projected increases in the severity of short, medium and longer term droughts are likely to lead to a decrease of up to 15% in total runoff. El Niño years experienced in the region are likely to continue to result in an increased probability of lower than average rainfall and become hotter. La Niña years experienced in the region are likely to continue to result in an increased probability of higher than average rainfall and become warmer, with storms producing heavy downpours likely to become more frequent. Projections indicate that despite water stress overall becoming more intense, there is a risk that flood-producing rainfall events are likely to become more frequent and more intense with increased summer rainfall in La Niña years in the Riverina Murray region which includes extensive floodplains and wetlands.

Land Use

Land is predominantly used for cropping and/or grazing, with distinct urban areas in & around the townships described above. Surrounding Temora (particularly to the north-east and north-west) is a substantial band of rural-residential properties, typically in 5 acre lots.

Land Use Zone / Type / Classification	Area	% of LGA
RU1 Primary Production	271,126.84 Ha	96.7%
RU3 Forestry	1077.36 Ha	0.38%
RU5 Villages	148 Ha	0.05%
R1 General Residential	220 Ha	0.08%
R5 Large Lot Residential	451 Ha	0.16%
B2 Local Centre	23 Ha	0.01%
B4 Mixed Use	49 Ha	0.02%
B6 Enterprise Corridor	77 Ha	0.03%

Temora Local Emergency Management Plan

IN1 General Industrial	76 Ha	0.03%
SP1 Special Activities	186.46 Ha	0.07%
SP2 Infrastructure	485.22 Ha	0.17%
RE1 Public Recreation	50 Ha	0.02%
RE2 Private Recreation	26.38 Ha	0.02%
E1 National Parks & Nature Reserves	6,155.16 Ha	2.2%
W2 Recreational Waterways	48.58 Ha	0.02%

Population and People (2016 Census)

LGA	Population	Over 65		Under 15		Persons living alone	
		No.	%	No.	%	No.	% of Households
Temora	6110	1468	23.9	1177	19.3	705	30.1%

Population

In the 2016 Census, there were 6,110 people in Temora (Local Government Area) of these 49.7% were male and 50.3% were female. Aboriginal and Torres Strait Islander people made up 2.3% of the population. The median age of people in Temora was 46 years. Children aged 0 - 14 years made up 19.3% of the population and people aged 65 years and over made up 23.9% of the population. In Temora 28.1% of people were attending an educational institution. Of these, 31.3% were in primary school, 23.3% in secondary school and 11.2% in a tertiary or technical institution. The most common ancestries in Temora were Australian 33.8%, English 31.2%, Irish 9.6%, German 6.9% and Scottish 8.1% with 88.4% of people were born in Australia. Other than Australia the most common countries of birth were England 1.2%, Philippines 0.6%, New Zealand 0.4%, India 0.3% and Germany 0.4%.

Dwellings

Of occupied private dwellings in Temora (Local Government Area), 87.1% were separate houses, 1.7% were semi-detached, row or terrace houses, townhouses etc, 5.0% were flats, units or apartments and 1.1% were other dwellings. In Temora, of occupied private dwellings 4.3% had 1 bedroom, 14.9% had 2 bedrooms and 45.5% had 3 bedrooms. The average number of bedrooms per occupied private dwelling was 3.2. The average household size was 2.4 people. Of occupied private dwellings, 46.6% were owned outright, 26.5% were owned with a mortgage and 23.3% were rented. In Temora, of all households, 68.1% were family households, 30.1% were single person households and 1.9% were group households.

Language

In Temora 92.4% of people only spoke English at home. Other languages spoken at home included Tagalog 0.2%, Vietnamese 0.2%, Italian 0.2%, Arabic 0.1% and Malayalam 0.1%.

Temora Local Emergency Management Plan

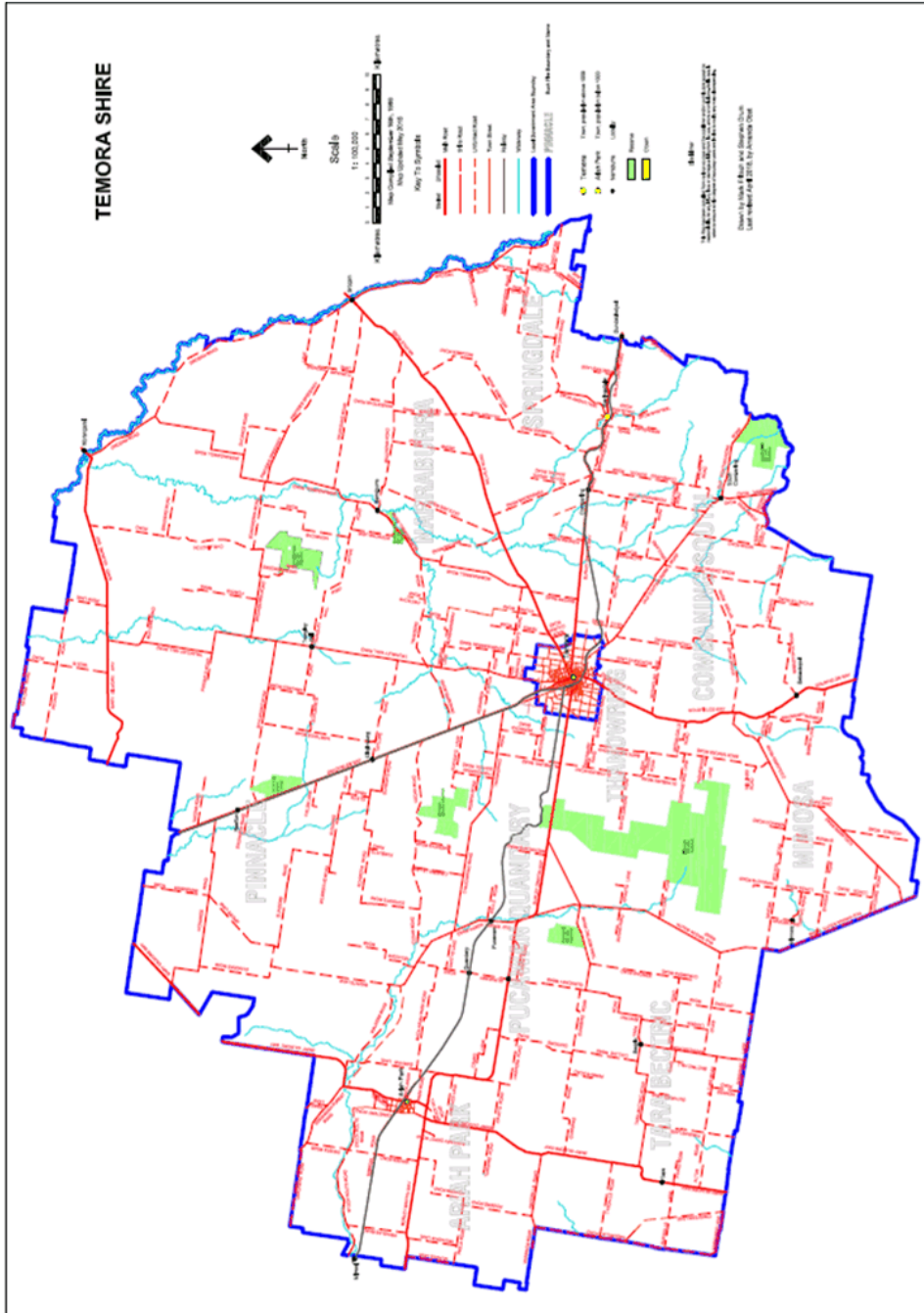
Employment

There were 2,641 people who reported being in the labour force in the week before Census night in Temora (Local Government Area). Of these 56.4% were employed full time, 31.9% were employed part-time and 4.9% were unemployed. Of employed people in Temora, 11.9% worked 1 to 15 hours, 9.4% worked 16 to 24 hours and 44.5% worked 40 hours or more. The most common occupations included Managers 22.2%, Professionals 14.1%, Technicians and Trades Workers 13.9%, Labourers 11.9%, and Clerical and Administrative Workers 10.8%. Of the employed people, 11.9% worked in Sheep, Beef Cattle and Grain Farming. Other major industries of employment included Supermarket and Grocery Stores 4.2%, Local Government Administration 3.3% and Aged Care Residential Services 3.2%.

Mobility

In Temora (Local Government Area), 32.2% of occupied private dwellings had one registered motor vehicle garaged or parked at their address, 35.4% had two registered motor vehicles and 20.9% had three or more registered motor vehicles. In Temora, on the day of the Census, the methods of travel to work for employed people were Car, as driver 62.2%, Walked only 7.2% and Car, as passenger 4.2%. Other common responses were Worked From Home 11.0% and Truck 1.6%. On the day, 0.7% of employed people travelled to work on public transport and 67.2% by car (either as driver or as passenger).

Transport Routes and Facilities



 Temora Local Emergency Management Plan

Temora LGA Map:

Localities, Road & Rail Routes

Major Roads:**State Highways**

Goldfields Way (National Route B 85)
Burley Griffin Way (National Route B 94)

Regional Roads

Milvale Road (MR241)
Mary Gilmore Way (MR398)

Rail Routes:

North South – Temora/West Wyalong (rail line follows Goldfields Way northbound)
East West – Cootamundra/Griffith

Airport:

Temora Airport (TEM)
Coordinates: 34°25'18"S - 147°30'42"E
Elevation: 281mtrs
Runways:

Direction	Length (m)	Construction
05/23	2,040	Asphalt
18/36	1,486	Asphalt
09/27	840	Gravel

Rural Fire Service Water Tanks (2x 10,000 litres) available adjacent to fuelling area.
Avgas available through Temora Aeroclub (contact Rob Maslin 02 6977 1919 in the event of disruption). Jet A1 available as of 2016.

Temora Local Emergency Management Plan

Economy and Industry

Principal employment within Temora Shire overwhelmingly revolves around agricultural & supporting industries, including transport, wholesale trade and trade services. In addition to this there exists a growing aged care & medical sector. Other notable employers include Local Government, Temora Aviation Museum and a vibrant accounting sector.

Annexure B – Hazards and Risks Summary

A Local Emergency Risk Management (ERM) Study has been undertaken by the Temora Local Emergency Management Committee identifying the following hazards as having risk of causing loss of life, property, utilities, services and/or the community's ability to function within its normal capacity. These hazards have been identified as having the potential to create an emergency. The Temora Emergency Risk Management Study should be referenced to identify the complete list of consequences and risk descriptions.

Hazard	Risk Description	Likelihood Rating	Consequence Rating	Risk Priority	Combat / Responsible Agency
Agricultural Disease (Animal/Animal)	An agriculture/horticulture incident that results, or has potential to result, in the spread of a communicable disease or infestation.	Likely	Major	Extreme	Department of Primary Industries
Communicable Disease (Human)	Pandemic illness that affects, or has potential to affect, large portions of the human population	Unlikely	Catastrophic	Extreme	Department of Health
Earthquake	Earthquake of significant strength that results in localised or widespread damage.	Rare	Major	High	LEOCON
Fire (Bush or Grass)	Major fires in areas of bush or grasslands.	Likely	Major	Extreme	NSW RFS FRNSW
Fire (Industrial)	Serious industrial fire in office complexes and/or warehouses within industrial estates.	Possible	Moderate	High	FRNSW NSW RFS

Temora Local Emergency Management Plan

Hazard	Risk Description	Likelihood Rating	Consequence Rating	Risk Priority	Combat / Responsible Agency
Fire (Urban & Residential)	Serious commercial fires in shopping centres and adjoining residential housing, aged persons units, nursing homes and hospitals.	Possible	Major	Extreme	FRNSW NSW RFS
Hazardous Release	Hazardous material released as a result of an incident or accident.	Likely	Moderate	High	FRNSW
Heatwave	A sequence of abnormally hot conditions having the potential to affect a community adversely.	Possible	Major	Extreme	SEOCOON
Explosion	Potential for explosion present in Bulk Grain Storage and imminent threat may cause community evacuations.	Possible	Moderate	High	LEOCON
Storm	Severe storm with accompanying lightning, hail, wind, and/or rain that causes severe damage and/or localised flooding.(includes tornado)	Likely	Major	Extreme	NSW SES
Transport Emergency (Air)	Aircraft crashes in LGA resulting in large number of fatalities, injuries and/or damage to property.	Possible	Major	Extreme	LEOCON

Temora Local Emergency Management Plan

Hazard	Risk Description	Likelihood Rating	Consequence Rating	Risk Priority	Combat / Responsible Agency
Transport Emergency (Road)	A major vehicle accident that disrupts one or more major transport routes that can result in risk to people trapped in traffic jams, restrict supply routes and/or protracted loss of access to or from the area.	Possible	Major	Extreme	LEOCON
Transport Emergency (Rail)	A major accident that results in environmental damage and may close rail routes for up to a week.	Possible	Major	Extreme	LEOCON / ARTC
Utilities Failure	Major failure of essential utility for unreasonable periods of time as a result of a natural or man-made occurrence.	Possible	Major	Extreme	LEOCON

Temora Local Emergency Management Plan

Annexure C – Local Sub Plans, Supporting Plans and Policies

Responsibility for the preparation and maintenance of appropriate sub and supporting plans rest with the relevant Combat Agency Controller or the relevant Functional Area Coordinator.

The sub/supporting plans are developed in consultation with the Temora LEMC and the community.

The plans listed below are supplementary to this EMPLAN. The sub/supporting plans have been endorsed by the LEMC and are determined as compliant and complimentary to the arrangements listed in this EMPLAN.

These plans are retained by the LEMO on behalf of the LEMC and public release versions are available on the Council Website.

Plan/Policy	Purpose	Combat / Responsible Agency
Bland Temora Bushfire Risk management Plan	Bush & Grass Fire Response Plan (EOC support in a Section 44 level event)	NSW Rural Fire Service
Temora Local Flood Plan	EM arrangements for flood operations	NSW State Emergency Service
Temora Airport Emergency Plan	Emergency response to Temora Airport and TAM	Local Emergency Operations Controller

Part 3 – Restricted Operational Information

Annexure D – Community Assets

Key Resources and Locations

Overview

Temora hosts a variety of Emergency Responders, including (but not limited to) NSW Police Force, NSW Fire & Rescue, NSW Rural Fire Service, NSW Ambulance Service, Hospital Facilities, State Emergency Service and Local Government.

LEOCON is assigned to a delegate of the NSW Police Force.

Local Government host the LEMO position, delegated to the Senior Engineering Technical Officer (Phone Contact: 0419 844 759), with alternate LEMO Engineering Technical Manager (Phone Contact: 0418 510 119) and have available a fleet of Heavy & Light Vehicles for utilisation in the event of an emergency (inc. operators). Local Government also have capacity for wide-scale Traffic Control, administration and support for other lead agencies during emergency situations.

Emergency Operations Centre(s)

Temora Shire Council Chambers, 105 Loftus Street, Temora NSW 2666

Contact: LEMO – Alex Dahlenburg

Work Ph: 0419 844 759

Home Ph: 0458 574 710

Combat Agency Control / Operations Centre(s)

Local Land Services, 159 Hoskins Street, Temora NSW 2666

Ph: (02) 6977 3302

Murrumbidgee Local Health District, 63-65 Johnston Street, Wagga Wagga NSW 2650

Ph:(02) 6933 9100

Police Station(s)

148 De Boos Street, Temora NSW 2666

Ph:(02) 6977 2044

Fire Station(s)

145 Deboos St, Temora NSW 2666

Ph: (02) 6978 0544

Ambulance Station(s)

117 Hoskins Street, Temora NSW 2666

Ph: 13 12 33

Temora Local Emergency Management Plan

Rural Fire Service Units
106 - 108 Vesper Street, Temora, 2666
Ph: (02) 6977 4737

Temora Local Emergency Management Plan

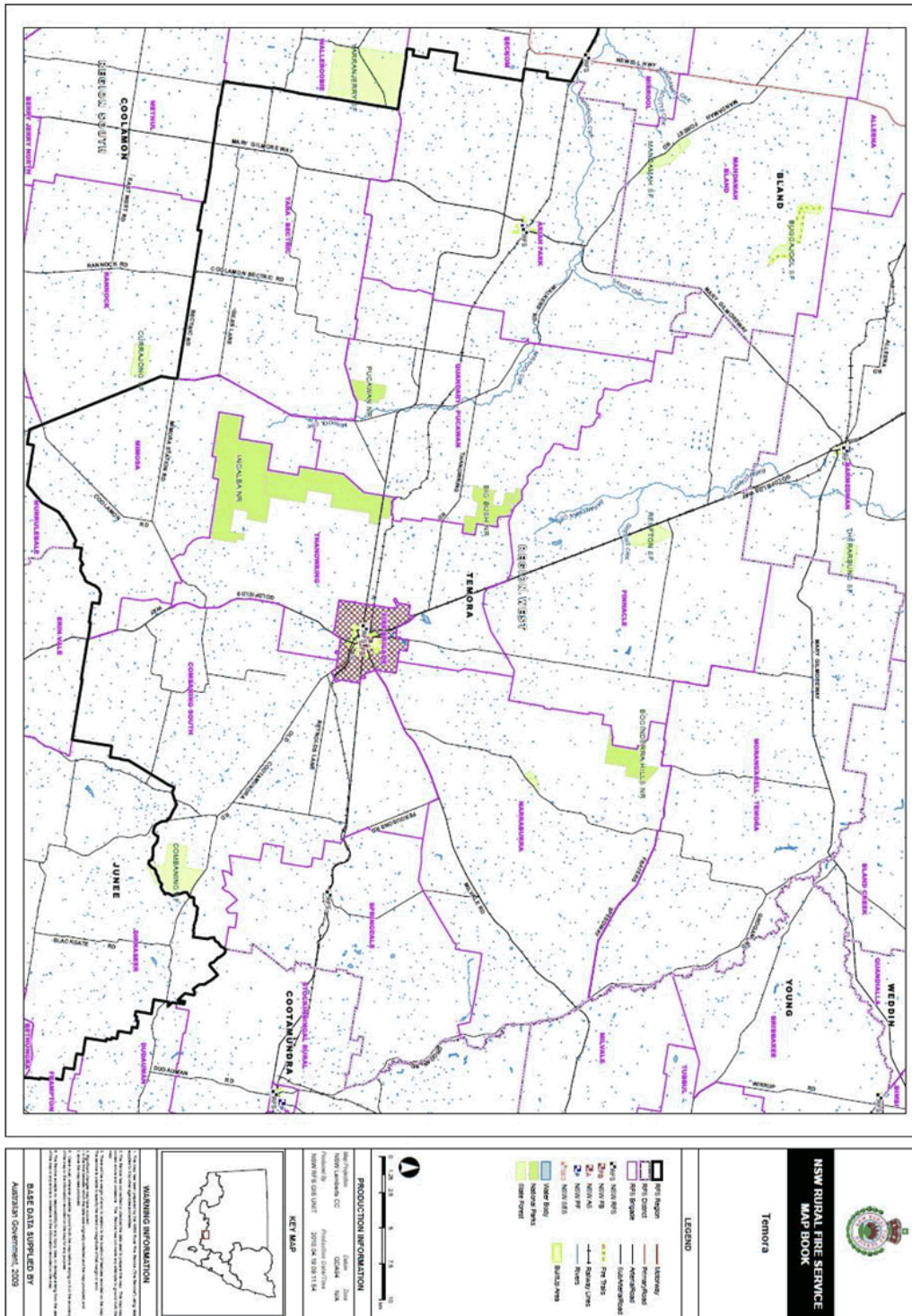


Figure 1. Temora RFS Zones

Temora Local Emergency Management Plan

State Emergency Service Units

Vesper Street, Temora

Ph: (02) 6980 2020

Accredited Rescue Units

NSW SES Temora – Accredited Primary General Land Rescue

F&R NSW Temora – Accredited Secondary General Land Rescue

Hospitals, Medical Facilities and Capability**Temora Hospital**

Address: 169-189 Loftus Road, Temora NSW 2666

Phone:(02) 6980 0200

Temora Health Service includes a 34 bed hospital delivering maternity, surgical, and aged care services to the Temora and Bland Shires. More than 1,700 patients are treated annually. Community health services including physiotherapy, mental health and transitional care are delivered by local staff with extra services provided by visiting staff. Temora Hospital is part of Murrumbidgee Local Health District. Currently hosts limited X-Ray and Pathology capability.

Temora Medical Complex

Address: 296-298 Hoskins Street, Temora NSW 2666

Phone:(02) 6977 3600

Facilities include 12 consultation rooms, specialists' rooms, minor procedure areas and on-site pathology. Externally, the new facility has on-site parking, ambulance docking area, ample parking for all patients including well located disabled parking and access.

Temora Diagnostic Imaging

Address: 193 Baker Street, Temora NSW 2666

Phone:(02) 5908 1355

Facility provides X-Ray, Ultrasound and MRI capabilities.

Temora Local Emergency Management Plan

Evacuation Centres, Activation and Capacity

Centre Name:	
Temora Memorial Town Hall	
Street Address:	Loftus Street
Suburb / Town:	Temora
Nearest Cross St or Landmark:	Cnr. Loftus & De Boos Streets
Coordinates:	34°26'47.94"S, 147°32'8.79"E
Facility Owner:	Temora Shire Council
Facility Type:	Town Hall
Contacts:	
Primary Activation Contact:	
Name:	Gary Lavelle
Telephone:	(02) 6980 1100
Mobile:	0428 216 057
Other:	Click here to enter text.
Alternate Activation Contact:	
Name:	Steve Firth
Telephone:	(02) 6980 1100
Mobile:	0427 461 685
Other:	Click here to enter text.
Capacity	
Short Term (2.0 m2 per person)	700
Long Term (3.5 m2 per person)	437
Time required to set –up	1hr
Last Audit Date	Click here to enter a date.

Centre Name:	
Temora Recreation Centre	
Street Address:	128-130 Anzac Street
Suburb / Town:	Temora
Nearest Cross St or Landmark:	Adjacent to Temora Primary School, includes Temora Swimming Pool (Indoor and Outdoor pools)
Coordinates:	34°26'39.67"S, 147°32'11.13"E
Facility Owner:	Temora Shire Council
Facility Type:	Recreation Complex inc. Indoor Sporting Hall
Contacts:	
Primary Activation Contact:	
Name:	Gary Lavelle
Telephone:	(02) 6980 1100
Mobile:	0428 216 057
Other:	Click here to enter text.
Alternate Activation Contact:	
Name:	Kris Dunstan
Telephone:	(02) 6980 1100
Mobile:	0408 639 688
Other:	Click here to enter text.
Capacity	
Short Term (2.0 m2 per person)	900
Long Term (3.5 m2 per person)	510
Time required to set –up	1hr
Last Audit Date	Click here to enter a date.

Temora Local Emergency Management Plan

Key Infrastructure**Power Stations, Sub Stations and Key Distribution Points**

Essential Energy Substation - 4689 Old Cootamundra Road, Temora NSW 2666

Essential Energy Depot – Twynam Street, Temora

Water Treatment and Key Distribution Networks

Potable Water Infrastructure managed by Goldenfields County Council. Temora township reservoirs (2) located on Loftus Street at the intersection with Gallipoli Street.

Reservoir (1) located Burley Griffin Way/Narraburra Street intersection.

Reservoir (1) + Storage Tanks (3) located Coolamon Rd/Burley Griffin Way intersection.

Key distribution networks follow Burley Griffin Way and Goldenfields Way.

Lake Centenary, approximately 5km north of Temora on the Goldfields Way, is available in the event of bushfires for refilling of water tankers.

Lake Arbortree, approximately 5km North of Aria Park on Stock Route Road, is available in the event of bushfires for refilling of water tankers.

Additional significant water dams exist on Howards Road (nr. Intersection with Speirs Road) for use at the local piggery and on Porters Lane for use at the feedlot located there.

Sewerage Treatment and Key Networks

Sewer Treatment Plant located on Teal Street, operated by Temora Shire Council.

Infrastructure extends throughout Temora (underground) with highest risk on the Trunk Main running from the intersection of Trungley Hall Road & Goldfields Way to the Treatment Plant. A 40-year replacement strategy has been enacted commencing FY15/16.

Majority of properties outside of Temora utilise a septic tank system for home effluent treatment.

Fuel Depots

South West Fuel Centre – Bulk Fuel – 9 Ironbark St, Temora NSW 2666

24/7 South West Fuel Aria Park – Pitt St Aria Park NSW 2665

Phone:(02) 6977 2999

Caltex Temora - 109 Hoskins St. Temora NSW 2666

Temora Local Emergency Management Plan

Phone: (02) 6977 1265

Caltex Woolworths – 110 Hoskins St Temora NSW 2666

Phone: (02) 6978 0738

Metro Petroleum Temora – 90 Victoria St Temora NSW 2666

Phone: (02) 9328 9339

Shell Service Station Temora – 145-147 Hoskins St Temora NSW 2666

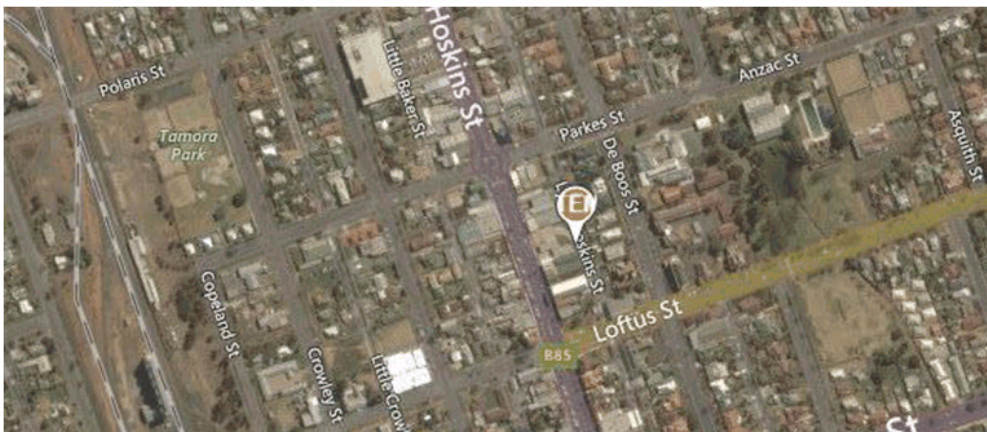
Phone: (02) 6977 1876

Telephone Exchanges

Temora Exchange - De Boos Street, Temora NSW 2666

Located between Loftus & Parkes Streets. Best access through Little Hoskins Street.

Shown as 'TEM' on map below.



Radio Network Infrastructure

CB (Civilian Band) Radio utilised throughout Shire with communication generally considered 'good' due to flat topography.

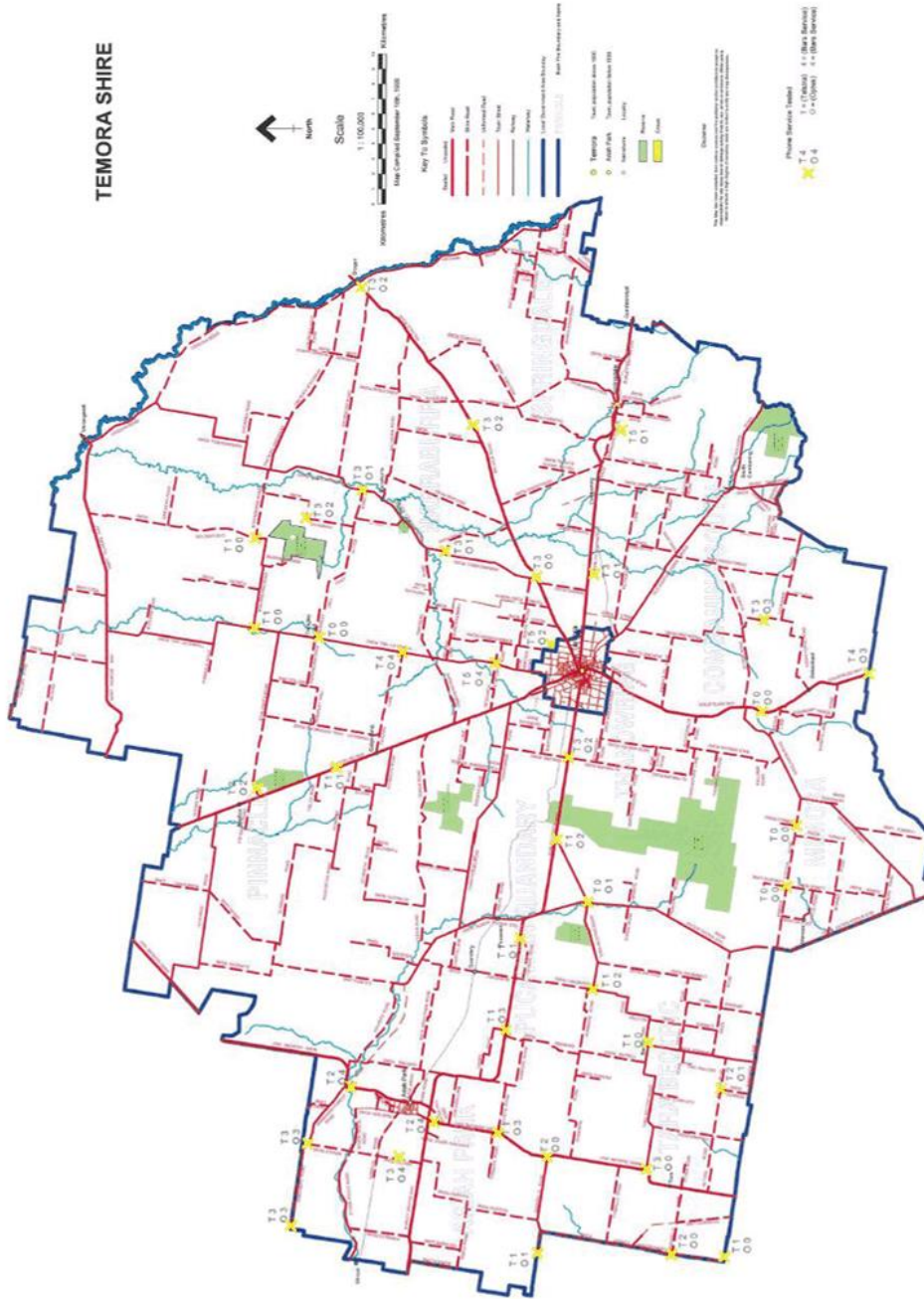
Commercial Broadcasting Infrastructure

Local commercial radio station operates out of Temora (TEM FM 102.5) with broadcasting facilities local. Available for dissemination of information to the community.

Temora Local Emergency Management Plan

Mobile Phone Infrastructure Locations

Mobile Phone masts located in Temora. Signal strengths for Telstra & Optus shown for precise locations on map below.



Temora Local Emergency Management Plan

Annexure E – Vulnerable Facilities List

Name	Type	Address	Telephone	Population
Temora District Hospital	Hospital (Public)	169-189 Loftus Road, Temora NSW 2666	(02) 6980 0200	>100
Kidz Kare Child Care Centre	Pre School	17 Beattie St, Temora NSW 2666	(02) 6977 2770	50-60
Temora Public School	Primary School	119 Deboos St, Temora NSW 2666	(02) 6977 2877	>250
Temora West Public School	Primary School	Truskett Street, Temora NSW 2666	(02) 69771889	>200
The Whiddon Group Temora (Narraburra Lodge)	Aged Care Facility	180 Kitchener Rd, Temora NSW 2666	(02) 6980 2800	>60
The Whiddon Group Temora (Greenstone Lodge)	Aged Care Facility	119 Gloucester St, Temora NSW 2666	(02) 6980 2800	>50
Saint Anne's Central School (Catholic)	Primary School	123 Deboos St, Temora NSW 2666	(02) 6977 1011	>250
Ariah Park Central Public School	Primary School	1 Harrison St, Ariah Park NSW 2665	(02) 6974 1105	>150
Temora Preschool & Out Of School Hours (OOSH)	Pre School	161 Loftus St, Temora NSW 2666	(02) 6977 1683	>60
Ariah Park Preschool	Pre School	15 Pitt St, Ariah Park NSW 2665	(02) 6974 1243	>50
Pinnacle House	Disability Care Service	111 Grey Street, Temora, NSW 2666	(02) 6977 4141	>10

Annexure F – Consequence Management Guides

The following consequence management guides relate to hazards that are rated Moderate or require significant coordination. CMG's adopted and signed off as appropriate.

CMG files:

- 1) Biosecurity
- 2) Human Pandemic
- 3) Transport Accident (Road, Rail, Aviation)
- 4) Fire - Urban
- 5) Hazmat
- 6) Fire - Industrial
- 7) Fire – Bush/Grass
- 8) Flood – Rainfall Event
- 9) Storm

Temora CONSEQUENCE MANAGEMENT GUIDE		Biosecurity (Animal and Plant) Emergency	
6. ACTIONS	Item	Responsibility	Actions/Details
<p>1. GENERAL DESCRIPTION</p> <p>This hazard/activity addressed by this guide has a risk rating of Extreme.</p> <p>Temora has a wide range of animal and plant production. An agriculture/horticulture incident that results, or has the potential to result, in the spread of a communicable disease or infestation.</p> <p>2. CONTROL</p> <ul style="list-style-type: none"> The Combat Agency for this hazard is the NSW Department of Primary Industries (NSW DPI) The nominated Incident Management Facility is located at the Wagga Wagga Agricultural Institute Pine Gully Rd Wagga Wagga. <p>3. COMMAND / CO-ORDINATION</p> <ul style="list-style-type: none"> Agencies command their own resources under the co-ordination of the Temora LOCAL EMERGENCY OPERATIONS CONTROLLER. The nominated Local Emergency Operations Centre is located at the Temora Shire Council Offices. <p>4. TRIGGERS</p> <p>These occurrences will trigger the consultation with the Temora LEOCON and consideration of activation of an EOC:</p> <ul style="list-style-type: none"> Confirmation of an emergency animal disease within the Temora LGA Confirmation of an emergency plant disease within the Temora LGA Confirmation of a declared aquatic pest, disease or weed incursion within the Temora LGA Confirmation of a plague locust event requiring a response within the Temora LGA Requested by the LEOCON in consultation with NSW DPI to assist in coordinating local input. <p>5. STRATEGIES</p> <p>Strategy</p> <p>Provide support for the containment of diseased plants/animals</p> <p>Provide support to the disposal of animals and/or plants</p> <p>Provide support to decontamination process.</p> <p>Support activities to reduce the spread of disease.</p> <p>Maintain essential services to humans directly impacted by quarantine or exclusion zones</p>	Decontamination	NSW DP/LLS ESFAC TransFAC FRNSW RFS	The Controller will utilise the assistance of Engineering Services Functional Area Coordinator (ESFAC) and Transport Services Functional Area (TSFAC) to identify and establish decontamination points. Support will also be sought from Fire & Rescue NSW (FRNSW) Rural Fire Service (RFS) in the form of equipment and staff.
	Exclusion zones	NSWPF Local Council RMS	DPI Legal Section will prepare legal instruments for the identification of exclusion zones. Where roadblocks are necessary NSW Police Force (NSWPF), RMS and Local Government will be requested to provide roadside signage.
	Public information	NSW DP/LLS	NSW DPI will develop a public information plan in cooperation with the Public Information Functional Area Coordinator (PIFAC)
	Quarantine areas	NSWPF Local Council RMS	DPI Legal Section will prepare legal instruments for the identification of quarantine areas. Where roadblocks are necessary NSW Police Force (NSWPF), RMS and LSC will be requested to provide roadside signage.
	Destruction	DP/LLS	DPI will seek assistance from Local Land Services (LLS) who may approach private practitioners to provide suitable veterinary officers to conduct stock destruction.
	Disposal	ESFAC Local Council	ESFAC will be asked to assist in identifying and preparing suitable disposal sites. SC will be asked to assist with the provision of heavy plant and equipment.
	Livestock standstill	NSWPF LLS RMS Local Council	NSWPF and LLS to assist with enforcement of the livestock standstill. RMS and LSC to assist with roadside signage.
	Environmental issues	Environment Protection Authority (EPA)	EPA to provide advice on disposal sites.
	Traffic management	NSWPF – Local Station Roads & Maritime Services(RMS) Local Council	NSWPF close road utilising Council, SES and RFS resources. RMS to activate incident response plan for relevant roads. LSC to assist pending RMS response times. Police to hand over traffic management responsibility to RMS/LSC as soon as possible.
	Public health Mental Health Medical Health	NSW Health & Local Council (Public Health)	M/LHD Provide human health advice on diseases which may spread from animals to humans. Note: Also consider Mental & Public Environmental Health aspects – Monitoring & Consultation.
Waterways	LLS RMS NSW Fisheries	Close waterways and provide signage as necessary.	
Primary producers	DP/LLS	Liaise with primary producers regarding impacts and requirements	
Welfare	Welfare Functional Area Coordinator (WELFAC)	Provide welfare support services to those (particularly primary producers) impacted by an animal or plant emergency.	

FLOOD

TEMORA LEMC CONSEQUENCE MANAGEMENT GUIDE

10. VULNERABLE FACILITIES & INFRASTRUCTURE			
Name	Type	Address	Phone
Temora District Hospital	Hospital	189-189 Loftus Road, Temora NSW 2666	(02) 6960 0200
Kidz Kare	Child Care Centre /Pre School	17 Beattie St, Temora NSW 2666	(02) 6977 2770
Temora Public School	Primary School	119 Deboos St, Temora NSW 2666	(02) 6977 2877
Temora West Public School	Primary School	Truskett Street, Temora NSW 2666	(02) 6977 1889
The Whiddon Group Temora (Narraburra Lodge)	Aged Care Facility	180 Kitchener Rd, Temora NSW 2666	1300 738 388
Temora Southern Cross Village	Aged Care Facility	129 Victoria St, Temora NSW 2722	0417 692 722
The Whiddon Group Temora (Greenstone Lodge)	Aged Care Facility	119 Gloucester St, Temora NSW 2666	(02) 6977 1022
Saint Anne's Central School (Catholic)	Primary School	123 Deboos St, Temora NSW 2666	(02) 6977 1011
Temora Preschool & Out Of School Hours (OOSH)	Pre School	161 Loftus St, Temora NSW 2666	(02) 6977 1683
Ariah Park Preschool	Pre School	15 Pitt St, Ariah Park NSW 2665	(02) 6974 1243
Ariah Park Central Public School	Primary School	1 Harrison St, Ariah Park NSW 2665	(02) 6974 1105

- 7. RECOVERY**
- Recovery operations will be managed by the LEMC and commenced during the response phase of operations.
- NSW SES to provide information to the LEOCON on the impact of flooding and potential recovery needs
 - LEOCON to implement the transition to recovery arrangements
 - LEMC to determine/confirm recovery needs and structures
 - SERCON to implement a recovery structure and appoint recovery coordinator as required
 - All agencies to support the recovery processes
- 8. SUPPORTING DOCUMENTS**
- NSW EMPLAN
 - NSW SES State Flood Emergency Sub Plan
 - NSW SES Temora Shire Flood Emergency Sub Plan
 - NSW SES Murrumbidgee Region Incident Action Plan for the area of operations
 - Temora EMPLAN
 - NSW Asbestos Emergency Sub Plan
 - Wires Down State Sub Plan
 - NSW Recovery Plan
 - NSW SES Act 1989 (No. 184)
 - NSW SERM Act 1989 (No. 165)

9. EVACUATION CENTRES

Name & Address	Capacity
As determined by the Welfare Services Functional Support Area and endorsed by the LEMC	
• The Temora Recreation Centre – 128-130 Anzac Street Temora	150 people
• Temora Town Hall - Cnr of Loftus and De Boos Streets Temora	??
• Springdale Hall – Burley Griffin Way, Springdale	50 people

11. NOTES			
Insert relevant links to maps, LEMC council web site			
http://www.temora.nsw.gov.au/contact.aspx			
http://www.temora.nsw.gov.au/asp/documents/Environment/TSC-RMP.pdf			
http://www.temora.nsw.gov.au/asp/documents/Policies/accodes/12108-RV8/ManagementofFloods/RoadsProcedures.pdf			
Temora Shire Vol 1 - Dec 2015 Endorsed.docx			
http://www.temora.nsw.gov.au/asp/documents/Planning/flood-prone-land.pdf			
https://eos.ses.nsw.gov.au/sites/ERM2/Planning/Endorsed%20SES%20Subplans/FloodTemora%20Shire%201.FP%20Dec%202015%20			

LEMC Chair		LEOCON/Combat Agency	
Endorsed			
Date			

6. ACTIONS		Responsibility	Actions/Details
<p>6. ACTIONS</p> <p>Item</p>	<p>Warnings</p>	<ul style="list-style-type: none"> • BOM SES • LEOCON • LEMO 	<ul style="list-style-type: none"> • BOM to issue Flood Warnings in a timely manner to impacted LEOCONs and the community. • NSW SES to notify the education sector through SECC • LEOCON / LEMO to coordinate distribution of flood bulletins to the other agencies and Emergency Management Structure
	<p>Evacuation Management</p>	<ul style="list-style-type: none"> • NSW SES • LEOCON • Welfare Services 	<ul style="list-style-type: none"> • Evacuation of persons where essential utilities have failed or where buildings have been made uninhabitable • Establishment of evacuation centres and the welfare of affected communities • Coordinate Disaster Victim Registration
	<p>Flood Rescue</p>	<ul style="list-style-type: none"> • NSW SES • NSWPF • FRNSW • RFS 	<ul style="list-style-type: none"> • NSW SES to coordinate Flood Rescue incidents • NSWPF, FRNSW and NSWMA to notify the NSW SES of Flood rescue incidents • FRNSW, RFS and NSWMA to provide level 3 Flood Rescue resources to support the NSW SES
	<p>Property Protection</p>	<ul style="list-style-type: none"> • NSWSES • NSWPF • NSW RFS • COUNCIL 	<ul style="list-style-type: none"> • NSWSES to assist residents with sandbagging of properties • Police to patrol evacuated areas • Council to clear drains to allow flood waters to recede • FRNSW and NSW RFS to assist NSW SES with pumping out of basements, carports and other structures once flood waters recede
	<p>Traffic Management/Roads</p>	<ul style="list-style-type: none"> • NSW Police Force • RMS • COUNCIL 	<ul style="list-style-type: none"> • Manage traffic and assist with the identification of road infrastructure at risk of flooding. • Close and reopen roads affected by flooding and provide advice to the SES of their RMS and Council to supply signage and traffic controllers at high risk locations • NSW SES to develop public information messages & provide community notice boards/newsletters
	<p>Public Information</p>	<ul style="list-style-type: none"> • NSW SES • LEOCON • COUNCIL • PIFAC 	<ul style="list-style-type: none"> • NSW SES to coordinate the development of impact assessment reports • SES LEOCON Provide appropriate liaison with and coordination of media • SES COUNCIL, LEOCON coordinate community meetings • PIFAC to coordinate media messaging across agencies
	<p>Impact Assessment</p>	<ul style="list-style-type: none"> • LEOCON • NSW SES • COUNCIL • ALL AGENCIES 	<ul style="list-style-type: none"> • LEOCON to coordinate the development of impact assessment reports • NSW SES to provide flood inundation data and maps to the LEOCON • COUNCIL to provide the LEOCON with impact data for public property owned/operated • Agencies to provide impact data to the LEOCON for their respective areas of responsibility/facilities
	<p>Animals – Domestic</p>	<ul style="list-style-type: none"> • COUNCIL • Ag & Animal Services • (DPI and LLS) 	<ul style="list-style-type: none"> • Provide and coordinate animal shelter compound facilities for domestic pets and companion animals of evacuees
	<p>Animals – Rural</p>	<ul style="list-style-type: none"> • Ag & Animal Services • (DPI and LLS) 	<ul style="list-style-type: none"> • Provide and coordinate fodder resupply • Assist in the rescue of stranded animals. • Livestock/Native Animal destruction/disposal
	<p>Restoration of essential services</p>	<ul style="list-style-type: none"> • NSW SES • LEOCON • Essential services providers 	<ul style="list-style-type: none"> • NSW SES to provide information to the LEOCON on the status of flooding and expected time for flood waters to recede • LEOCON to coordinate the location of essential services • Essential Services providers to restore their respective services and advise the LEOCON of progress
<p>Re-establishment of access</p>	<ul style="list-style-type: none"> • NSW SES • Local Government • Roads and Maritime Services 	<ul style="list-style-type: none"> • Coordinate the re-establishment of access • Coordinate the clearance of debris from Council managed roads • Coordinate the clearance of debris from RMS managed roads 	
<p>Return of Evacuees</p>	<ul style="list-style-type: none"> • NSW SES • LEOCON • ESFAC • COUNCIL • Envifac • FRNSW • NSW RFS 	<ul style="list-style-type: none"> • SES to provide information to the LEOCON on the status of flooding and expected time for flood waters to recede • LEOCON to coordinate the assessment of properties and infrastructure to enable return of evacuees • FRNSW/NWSW RFS assist the NSW SES to hose out properties • ESFAC to assess infrastructure for structural safety • Envifac to coordinate public health assessment to enable return of evacuees 	

TEMORA LEMO CONSEQUENCE MANAGEMENT GUIDE

1. GENERAL DESCRIPTION

This hazard/activity addressed by this guide has a risk rating of **HIGH**

The majority of flooding occurs in winter and spring however flooding can also occur during the summer months from high intensity short duration thunderstorms. Inundation can occur in the township of Temora when the capacity of the stormwater system is exceeded following severe summer thunderstorms; placing approximately 45 to 50 properties at risk. Previous floods have affected properties in, or lying parts of, Paves St, Lethus St, Victoria St, Brianna St, Aurora St, Camp St, Sheple St, Crowley St, Baker St, Holden St, De Bood St, Aurora St, Carrol St and the Commodore Road. Property located close to Riggall Creek can also be at risk of inundation. The LEMO is a consequence of a flood event resulting in the movement of livestock and equipment and require resupply activities. Inundation within the village of Allan Park, which can be experienced from stormwater drainage over/road inundation of approx. 12 dwellings at Springdale occurs when Gurrubindyl Creek breaks its banks.

2. CONTROL

- The Combat Agency for this hazard is the NSW State Emergency Service (NSW SES)
- The local emergency management facility (Operations Centre (OC)) is the NSW SES Local Unit - Headquarters located at the Temora SES Unit, Vespa St, Temora.
- Calls for assistance are directed to 132 500
- Fax: (02) 6977 1840 - Temora SES Unit Headquarters tem.ses@des.nsw.gov.au - Temora SES Unit Headquarters tem.ses@des.nsw.gov.au - Murrumbidgee Region

3. TRIGGERS

- Agencies command their own resources under the co-ordination of the NSW SES Incident Controller of the Temora Local Emergency Operations Controller (LEOCON) providing support to the NSW SES Incident Controller.
- The nominated Local Emergency Operations Centre (LEOC) is located at the Temora SES Unit, Vespa St, Temora. 105 Lethus Street, Temora NSW 2666. The alternate LEOC will be the Temora Recreation Centre, 128-130 Arden Street, Temora NSW 2666.

4. TRIGGERS

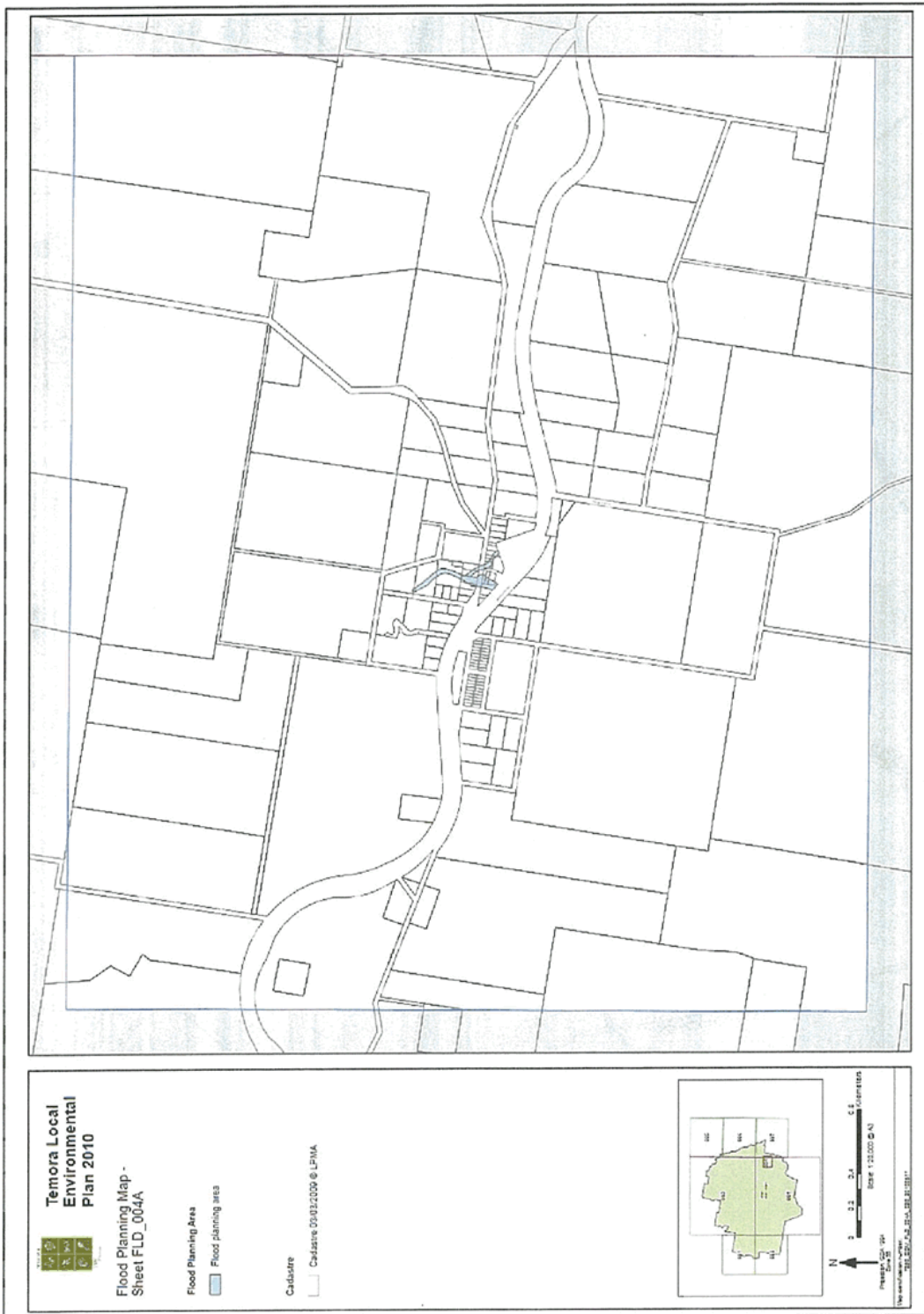
- These occurrences will trigger the activation of an EOC:
- NSW SES issue of a flood warning, bulletin or local flood advice with possible evacuations required from the identified impact areas
- The LEOCON has been requested to coordinate support to the NSW SES.

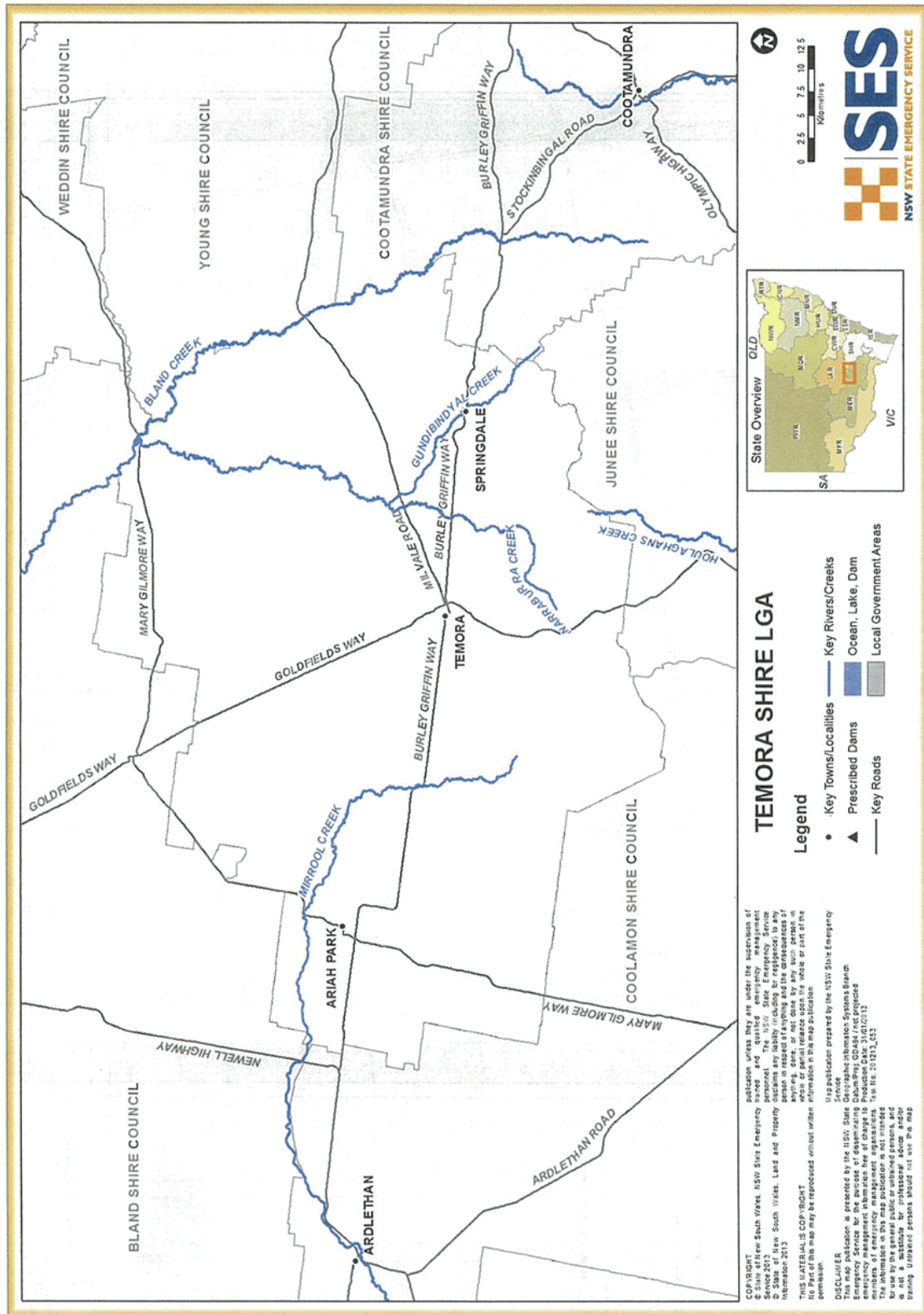
5. STRATEGIES

Strategy

Refer to the NSW SES Incident Action Plan for locality specific response arrangements in conjunction with the Temora Shire Emergency Management Plan

<p>Minimise the potential for loss of life</p>	<ul style="list-style-type: none"> • Support the NSW SES with public information and dissemination of Flood Bulletins to the community • Assist the NSW SES with the management of the evacuation process • Support the NSW SES with the provision of Flood Rescue Capability
<p>Protection of Vulnerable Facilities</p>	<ul style="list-style-type: none"> • Support the NSW SES with public information and dissemination of Flood Bulletins to the facility operators • Support the NSW SES with the provision of community protection measures
<p>Ensure community is regularly informed</p>	<ul style="list-style-type: none"> • Support the NSW SES with public information and dissemination of Flood Bulletins to the community • Support the NSW SES with the conduct of community meeting during flooding to provide information to the community
<p>Minimise loss or interruption to major and/or essential transport infrastructure</p>	<ul style="list-style-type: none"> • Coordinate the development of traffic management plans and alternate transport management arrangements in consultation with NSW SES, NSW Police Force, and Council. • Road Management agencies to provide ongoing traffic management, including controllers and signage
<p>Restoration of essential services and return of evacuees</p>	<ul style="list-style-type: none"> • Coordinate the completion of Impact Assessments in conjunction with the NSW SES • Coordinate functional Areas and support services to restore utilities as soon as possible • Coordinate Road and Bridge managers to reconstruct roads and bridges as soon as possible • LEMC to consider recovery arrangements and structures required • Coordinate the assessment in consultation with the NSW SES to enable return of evacuees. • Coordinate the staged/full return of evacuees as required.





BUSHFIRE

TEMORA LEMC CONSEQUENCE MANAGEMENT GUIDE																																																							
<p>7. RECOVERY</p> <ul style="list-style-type: none"> LEOCON to plan and coordinate a multi-agency approach to impact assessment and recovery operations. Timely and regular Impact Assessments will assist with possible State and Federal funding support for recovery. IC to allow physical assessment appropriate LEMC / Functional Area representatives of affected areas at the earliest opportunity. LEMC to determine need to formalise a local Recovery Committee as per State Recovery Plan. 	<p>8. SUPPORTING DOCUMENTS</p> <ul style="list-style-type: none"> RFS Concepts of Operations – Emergency Management Local Bushfire Operations Plans NSW DPI Animal Evacuation Plan Energy and Utility Supporting Plan Asbestos Emergency Sub Plan Site Specific Traffic Management Plans State Evacuation Management Guidelines Evacuation CMG Hazmat CMG NSW State Recovery Plan NSW Recovery Toolkit for Local Government 																																																						
<p>9. EVACUATION CENTRES</p> <p>Name & Address</p> <p>Given the Dynamic nature of bush/grass fires no single evacuation has been individually identified. Reference will be made to the Temora Shire EM plan for evacuation centres based on operational activity</p>	<p>Capacity</p>																																																						
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<p>11. NOTES</p> <p>LEOCON should consider relevant legislation/authorities to enact the identification danger areas, appointment of Site Controller(s), authority to evacuate.</p> <table border="1"> <tr> <td>Envoised</td> <td>LEOCON/Combat Agency</td> </tr> <tr> <td>Date</td> <td></td> </tr> </table>		Envoised	LEOCON/Combat Agency	Date																																																			
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BUSHFIRE

6. ACTIONS Item	Responsibility	Actions/Details
Open EOC	LEOCON/LEMO	LEOCON to liaise with RFS Incident Controller to establish need for EOC. LEOCON to advise LEMO to open EOC and request liaison officers. LEMC members need to be aware that in the event of any significant bush/grass fire occurring in the Bland Temora LGAs, note the local EOC functions may be managed through the Temora EOC depending on the location of the event
Animals (stock and domestic) and rural property damage/loss	AAFAC, NSW DPI with LLS resources, EPA	Coordinate welfare/evacuation of livestock and domestic pets. Advise on agricultural loss/damage and destruction of deceased animals.
Asbestos Management	LEOCON	Engagement of suitably qualified third parties, WorkCover and Environmental Services and coordination of Impact Assessments. (See NSW Asbestos Sub Plan)
Education Facilities & Childcare Centres	LEOCON to delegate	Contact Department of Education & Communities District contact. Schools in affected areas may need to be closed or evacuated. School bus routes may be affected by road closures.
Evacuation Management	NSW RFS IC in consultation with LEOCON and WelfAC	Leave early is the preferred option with evacuation being the absolute last resort. Generally a shelter in place advice will be given should it be too late to evacuate. However should an evacuation order be given the LEOCON and RFS IC will consult on need for evacuation and LEOCON to identify suitable locations. WelfAC contacted to open evacuation centre(s).
Public Information	NSW RFS, LEOCON and Liaison Officers	NSW RFS to manage and provide single point of information for official warnings and public information. Liaison Officers and all supporting agencies provide hyperlinks from their websites to NSW RFS website/social media to ensure one accurate and up to date information source. RFS to coordinate timely media updates. NSW Police Force to engage with vulnerable facilities regarding possible impacts and support requirements. LEOCON/RFS to arrange community meetings.
Road Closures & Traffic Management	NSW Police Force, RMS and Bland Shire Council	In consultation with RFS identify specific location(s). Task car crew to initial area. Contact council for assistance who will: • Task appropriate staff to assist with singular or multiple traffic control points. Advise RMS of potential or actual impact on the Newell Highway, Godfields Way.
Public Health	NSW Health and Ambulance Service NSW	Liaise with health facilities regarding impact and support required. NSW Health to provide medical advice to the community.
SITREP's/Impact Assessments	LEOCON	LEOCON to provide initial Impact Assessment and where possible support access by designated multi-agency teams for detailed reports. LEOCON to coordinate timely and regular SITREPs / Impact Assessments.
Utilities / Engineering	Service Providers, ESFAC and TSC	Provide advice on infrastructure impacted (potential or actual) and restore supply.
Water Supplies	Goldenfields Water	Monitor and advise on availability of water supplies for RFS
HAZMAT	Fire & Rescue NSW (FRNSW)	Identify potential HAZMAT impacts.

TEMORA LEMC CONSEQUENCE MANAGEMENT GUIDE
<p>1. GENERAL DESCRIPTION</p> <p>This hazard/activity addressed by this guide has a risk rating of EXTREME.</p> <p>The typical / average climate in the Temora LGA is temperate, with warm to hot dry summers and cool winters. Rainfall is predominantly autumn and winter, and the bush fire season generally runs from October to March. Prevailing weather conditions associated with the bush fire season in the Northern Riverina area are North to Westerly winds accompanied by high daytime temperatures and low relative humidity with dry summer storms potentially producing lightning.</p>
<p>2. CONTROL</p> <ul style="list-style-type: none"> The Bland Temora Bush Fire Management Committee is responsible for maintaining a Risk Management Plan and an Operations Plan for the combat of bush fires. The primary Combat Agency for this hazard is the New South Wales Rural Fire Service The nominated Incident Management Facility is the RFS Fire Control Centre, 106-108 Vesper St, Temora
<p>3. COMMAND / CO-ORDINATION</p> <ul style="list-style-type: none"> Firefighting resources are coordinated through the Incident Management fire classifications of Class 1, 2, and 3. Support Agencies command their own resources under the co-ordination of the Temora LEMC, LOCAL EMERGENCY OPERATIONS CONTROLLER. The nominated Local Emergency Operations Centre is located in Shire Office/Council Chambers in Temora.
<p>4. TRIGGERS</p> <p>These occurrences may trigger the activation of an EOC:</p> <ul style="list-style-type: none"> At the request of the Combat Agency As designated in the RFS 'Concepts of Operations - Emergency Management' Designation of an 'Extreme' or 'Catastrophic' Fire Day Designation of Section 44 (including pre-empive action) At the request of the Incident Controller or LEOCON
<p>5. STRATEGIES</p> <p>Strategy</p> <p>Details</p> <p>Support Combat Agency with Community awareness. RFS/Police/Council provides up to date information to the community. LEOCON to identify appropriate evacuation procedures if required.</p> <p>1) Minimise the potential community health effects or loss of life</p> <p>2) Identify secondary hazards as a result of the fire impact</p> <p>LEOCON to ensure Sitreps and Impact Assessments are up to date and completed in timely manner.</p> <p>3) Support local land owners with animal welfare</p> <p>LLS (DPI) to provide support as required. This may include the relocation or euthanizing of live stock.</p> <p>4) Ensure access and egress requirements by effective traffic management</p> <p>Incident Controller and Police to determine a traffic management plan Police to arrange initial traffic management RMS / Council to provide ongoing traffic management including controllers and signage.</p> <p>5) Ensure the provision of essential services</p> <p>LEOCON to ensure Sitreps and Impact Assessments are up to date and completed in timely manner. Restoration of essential services LEMC to consider need for recovery committee.</p>

Temora LEMC CONSEQUENCE MANAGEMENT GUIDE		HAZARDOUS RELEASE	
7. RECOVERY	Safe Disposal of Hazardous substance Investigation (EPA – Police – WorkCover) Public information on Substance (if req)		
8. SUPPORTING DOCUMENTS	Fire Engages Act Site Documents (including Map/MSDS) Site Pre Incident Plans – Accessible electronically by FRNSW staff		
9. EVACUATION CENTRES	Name & Address Primary – Temora Town Hall Loftus St Temora Secondary – Temora Recreation Centre Anzac St Temora	700 short term 437 long term 900 short term 510 long term	
		10. VULNERABLE FACILITIES & INFRASTRUCTURE	
Name	Type	Address	See EMPLAN (restricted operational version) Critical Infrastructure.
Telecommunication infrastructure Bursley Griffin Way	Major road transport route to Griffith	168-189 Loftus Rd Temora	Critical
Temora Hospital	Hospital		
Whiddon Group	Aged Care	Kitchener Road Temora	
Whiddon Group	Aged Care	Gloucester St Temora	
Power Distribution		See EMPLAN (restricted operational version) Critical Infrastructure	Critical
Rail Line	Major transport route		
Water treatment/ catchment		Goldfields Water. See EMPLAN (restricted operational version) Critical Infrastructure	
Sewerage treatment		Teal St Temora	
Kidz Care	Child Care	17 Beattie St Temora	
Temora Public School		De Boos St Temora	
Temora West Public School		Truskett St Temora	
St Annes Central School		123 De Boos St Temora	
Temora Out of Hours Pre-School		161 Loftus St Temora	
		11. NOTES	
Temora fire fighters are trained and equipped for Hazardous Response. FRNSW maintains rapid response HART teams in Sydney. Intermediate Hazmat response Stations are located at Wagga, Leeton and Condobolin.			
Enclosed	LEMC Chair	LEOCON/Combat Agency	
Date			

6. ACTIONS		HAZARDOUS RELEASE	
Item	Responsibility	Actions/Details	
Secure the incident site	FRNSW / NSW Police	FRNSW to establish exclusion zones NSW Police to enforce.	
Open EOC and determine level	LEOCON/LEMO	LEOCON to liaise with FRNSW to confirm need for EOC	
Liaison Officers	Involved Functional areas	Involved Functional areas to provide liaison Officers FRNSW to provide Liaison Officer to EOC for incident information	
Traffic Management	Police/RMS/ Council	Police: In consultation with FRNSW Incident Controller to identify required closures. RMS/ Council to implement identified traffic plan if available	
Strep/Impact assessments	FRNSW / LEOCON	FRNSW/IC to provide initial impact statement LEOCON liaison to provide timely reports to LEOCON LEOCON to co-ordinate timely and regular Streps / Impact statements	
Utilities/ Engineering	Council	Provide advice on infrastructure impacted	
Evacuation Management	LEOCON / Welfare Services	FRNSW to advise LEOCON on possible evacuations LEOCON in consultation with Welfare services for planning Welfare Services to identify appropriate location	
Public Health	Health / Ambulance	Liaise with health facilities regarding impact and support required Health to provide medical advice to the community in relation to the incident Ambulance to consider AMBPLAN if necessary	
Public Information	FRNSW/Police/Council	FRNSW liaison/media rep to inform LEOCON commercial media Health liaison officer to engage vulnerable facilities regarding possible impact LEOCON/FRNSW to arrange public meetings	
Water Supplies	Goldenfields Water	Goldenfields to advise on water main size and direct water as required	
Pollution/Run-off	EPA/FRNSW/Council	FRNSW in consultation with EPA regarding pollution threat Council to provide mapping assistance for drainage and waterway diagrams	
Animals	Local Land services	Co-ordinate welfare / evacuation of livestock and companion animals Identify holding and deposit areas	
Recovery	LEMC/LEOCON	LEOCON to ensure regular Streps/Impact Assessments are provided LEMC to determine need for a Recovery Co-ordinator	

Temora LEMO CONSEQUENCE MANAGEMENT GUIDE	
1. GENERAL DESCRIPTION	
This hazard/activity addressed by this guide has a risk rating of High	
Temora is situated in the North East of the Riverina region of NSW Farming is the major activity in Temora in terms of value of production. This industry has associated with it potential for hazardous release on site and as a result of release during transport or storage. Temora is intersected by the Burley Griffin Way and Goldfields Way and is serviced by North/South and East/West rail lines, there is risk associated with these transport routes.	
2. CONTROL	<ul style="list-style-type: none"> The Combat Agency for this hazard is Fire Rescue NSW responsible for rendering safe. NSW Police are responsible for Site Control EPA/Owner responsible for disposal
3. COMMAND / CO-ORDINATION	<ul style="list-style-type: none"> Agencies command their own resources under the co-ordination of the TEMORA LOCAL EMERGENCY OPERATIONS CONTROLLER. The nominated Local Emergency Operations Centre is located at Temora Shire Council Chambers 105 Loftus St Temora
4. TRIGGERS	<p>These occurrences will trigger the activation of an EOC:</p> <ul style="list-style-type: none"> Major Breach of Storage facilities at industrial site Fire at Chemical storage, initiating Toxic smoke plume Major Transport accident involving HAZMAT on Highways
5. STRATEGIES	
Strategy	Details
Ensure access and egress requirements by effective traffic management	Incident Controller and Police to determine a traffic management plan Police to implement initial plan RMS/ Council to provide ongoing traffic management including controllers and signage
Minimise the effects on public health	Incident controller to provide information on smoke plume to LEOCON LEOCON to identify appropriate evacuation procedures if required. FRNSW media/liaison rep to provide up to date information to public. Police to provide information to the public concerning fatalities.
Animal Welfare	LLS (DPI) to provide support as required, including relocation of companion animals
Identify secondary hazards as a result of Plume and run off	LEOCON to ensure that Streps and Impact Assessments are up to date and completed in a timely manner
Ensure provision of essential services	LEOCON to ensure that Streps and Impact Assessments are up to date and completed in a timely manner Restoration of essential services

EMERGENCY MANAGEMENT COMMITTEE MEETING AGENDA

6. ACTIONS		Item	Responsibility	Actions/Details
		Specify the Danger Area	NSW Police Force	Consideration given to specifying the danger area to assist in the control and management of the affected area. Danger Area means the area specified by a senior police officer as the area affected by the emergency (Sect 60KA & 60L SERM Act).
		Site Assessments	Infrastructure Operator and response Emergency Service Agencies	Initial and ongoing assessments (SITREP's). NSW Police provide SITREP for REOCON / REVO
		Injured Persons (casualties)	NSW Ambulance [Health / NSW Police]	Registration & treatment of injured. Triage Resources, Mobile medical team, additional equipment (first aid kits, PPE, Mass trauma, triage / treatment areas).
		Rescue	NSW Police Force Coordinate - NSW SES - Fire & Rescue NSW - Other Accredited Rescue Units	Police are responsible for activation and coordination of rescue resources; rescue resources at scene. Primary Rescue Unit – NSW SES Secondary Rescue Unit: – Fire & Rescue NSW Large-scale incidents will require additional rescue resources from outside the local area.
		Deceased person	NSW Police Force [Coroner's Office]	LO, DV, teams, temporary morgue, on scene specialists & coroner on scene investigator, morgue teams, release of names, autopsy, pathology, toxicology, ID, Manner, cause death
		Community Evacuations if Required	NSW Police Force & ESOS Welfare Functional Area Transport Functional Area Health Functional Area	Site assessment, resource availability and environmental condition for development of a process to evacuate areas around accident scene. Transport, Shelter & Accommodation of Evacuees.
		Hazardous materials	FR NSW	Transport Operator provides an MSDS.
		Investigation	ATSB / ONRSR / OTSI / NSWPF / COMCARE / Work Safe NSW	Non-disturbance, evidence preservation and collection. Multi agency presence at scene for transport incidents / emergency events.
		Disaster Victim Registration (DVR)	NSW Police Force	Passengers assessed by Ambulance Service / NSW Health as being "un-injured" and not requiring medical care will be transported to Temora and registered
		Passenger List	NSW Police Force	The Transport Operator will assist NSW Police Force in the obtaining of the passenger/crew list to confirm passenger/POB numbers and relevant contact information.
		Transport	NSW Police Force Transport Functional Area	Region Transport Functional Area Coordinator can if necessary arrange Coach / Bus transport on behalf of NSW Police Force for transport of passengers.
		Restoration / repair / opening railway	NSW RVS/JHR / ARTC	Road / Rail corridor operator to commence repairs and restore road or track and train operations on completion of investigations
		Media	NSW Police Force Public Information Functional Area	Police responsible for media release and monitoring media broadcast – including Social Media. Manage Social Media releases as required. A catastrophic event will trigger activation of State Level Public Information Services Functional Area arrangements
		Mass Fatalities / Deaths	NSW Police Force NSW Coroner NSW Health Public Health Engineering Functional Area Transport Functional Area	Responsible for management of mass fatalities if service providers have exceeded their capacity and resources. Morgue capacity: Extraordinary arrangements may include mobile refrigerated transport containers.

Temora LEMC - CONSEQUENCE MANAGEMENT GUIDE

1. GENERAL DESCRIPTION

This hazard/activity addressed by this guide has a risk rating of HIGH.
Temora local government area is bisected by national highway networks & major regional/local road networks and significant rail corridors. The local government area lies under national and international jet routes. A transport emergency involving Road, or Rail, or Aviation passenger services has the capacity a large number of casualties. Road or Rail emergencies may involve the transport of bulk quantities of dangerous goods. Rail and Aviation emergencies may occur in areas with limited road network access

2. CONTROL

- The Combat/Lead Agency for this hazard / incident is the NSW Police Force (LEOCON)
- The Combat Agency for the HAZMAT component of the hazard / incident is Fire & Rescue NSW
- The nominated Incident Management Facility will more than likely be a field based 'SITE CONTROL', established by the attending incident senior Police Officer/SITE CONTROLLER. Temora EOC may be activated if required

3. COMMAND / CO-ORDINATION

- Agencies command their own resources at the scene under the co-ordination of the NSW Police Force 'SITE CONTROLLER'. The 'SITE CONTROLLER' may request that components of the operation be controlled by the Temora LOCAL EMERGENCY OPERATIONS CENTRE (LEOCON).
- The nominated Emergency Operations Centre (EOC) is located at the Temora Shire Offices in Temora

4. TRIGGERS

- These occurrences will trigger the activation of an EOC:
- Transport accident requiring significant coordinated response. May include tourist coach/passenger bus crash, rail crash, or service failure – stranded passengers, significant aviation crash.
 - Events requiring the evacuation of passengers from trains, coaches and aircraft.
 - The release of hazardous material from a train, coach or aircraft into the environment that requires community evacuation

5. STRATEGIES

Strategy	Details
Site assessment incident severity	<ul style="list-style-type: none"> First responders is to provide information relating to the incident location, type, number of persons affected and injuries. Point of access to the site and method of transport for ability to reach the incident at remote locations. What methods are in place to prevent other traffic movements in the area.
Transport of passengers/public.	<ul style="list-style-type: none"> Where applicable the Rail/Service Operator is to provide details of able bodies, injured, disabled or care assist passengers. Where applicable the Rail/Service Operator is to arrange for Coach, Bus or Taxi transport for the transportation of passengers from the rail corridor/area to a NSW Police Force nominated area for Disaster Victim Registration (DVR) processing and subsequent transfer to the passenger's destination point. NSW Police Force – SITE CONTROLLER to co-ordinate with NSW Ambulance the transport of passengers/public from the incident site to their required destination e.g. Hospital or Rail/Service Operator arranged transport NSW Ambulance will transport injured in accordance with NSW Ambulance protocol.
Securing areas from the public	<ul style="list-style-type: none"> For rail incidents, the Rail Infrastructure Manager where possible, provides a person to remain at Rail Corridor access points to instruct Agencies to the incident site and restrict the access for public. For incident sites in public areas the NSW Police Force will arrange and co-ordinate site security
Media information	<ul style="list-style-type: none"> Media enquiries are to be directed to the appropriate Agency A catastrophic event will trigger activation of State Level Public Information Services
Restoration	<ul style="list-style-type: none"> RMS is to manage the effect on their road networks impacted by the incident. The Rail/Service Operator is to manage the effect to their other train/transport services impacted by the incident. Where an incident impacts both road and rail, the Rail Infrastructure Manager and the road manager are to coordinate necessary works to restore the networks The Rail Infrastructure Manager and Rail Operator are to co-ordinate the restoration of rolling stock and track infrastructure. The Rail Infrastructure Manager, Rail Operator and Combat Agency are to manage the preservation of evidence for investigative agencies

6. ACTIONS		PANDEMIC	
Item	Responsibility	Actions/Details	
Public Information and Media	Murrumbidgee Local Health District Public Information Services	<ul style="list-style-type: none"> Provide clear information to the public regarding the pandemic with action to be taken to ensure the safety of the community 	
Maintaining essential health services	Murrumbidgee Local Health District	<ul style="list-style-type: none"> Check business continuity plans. Monitor absenteeism Enforce higher level of hygiene and exclusion of ill workers when necessary Suspend non-essential services and redeploy staff to essential health services where possible. 	
Pandemic Assessment Centres (PAC)	Murrumbidgee Local Health District Lockhart Shire Council	<ul style="list-style-type: none"> Activate Lockhart MFS Pandemic Assessment Centres. Ensure adequate parking and traffic control. 	
Isolation and quarantine (if recommended)	Welfare Services Functional Area Murrumbidgee Local Health District Transport Functional Area	<ul style="list-style-type: none"> Ensure adequate food to those in quarantine/ isolation. Ensure adequate medication Delivery of isolation and quarantine packs to homes of those affected 	
Education	Murrumbidgee Local Health District Department of Education Catholic Education Office Independent Schools Association	<ul style="list-style-type: none"> Participate in information meetings when required and parents. Assist in distributing advice and information to children Conduct health clinics in schools if necessary Facilitate closing classes or schools following request from NSW Health. 	
Residential Aged Care Facilities	Murrumbidgee Local Health District	<ul style="list-style-type: none"> Participate in information meetings when required Increase preventative measures when requested (e.g. additional signage). Assist in distributing advice and information to family and other visitors. 	
Social Distancing / Mass Gatherings	NSW Health	<ul style="list-style-type: none"> Closure of schools and workplaces Cancellation of mass gatherings 	
Vaccination Clinics	Murrumbidgee Local Health District	<ul style="list-style-type: none"> Activate vaccination clinic at Lockhart. Contact the Murrumbidgee Primary Health Network for support to the vaccination clinic. 	
Maintaining essential non-health services	ALL	<ul style="list-style-type: none"> Check business continuity plans. Monitor absenteeism Enforce higher level of hygiene and exclusion of ill workers when necessary. 	

Temora LEMC CONSEQUENCE MANAGEMENT GUIDE

1. GENERAL DESCRIPTION

This hazard/activity addressed by this guide has a risk rating of Extreme.

The impact of an influenza pandemic is determined by how readily it can be transmitted and the seriousness of the illness it causes. Influenza pandemics are considered inevitable but their frequency is impossible to predict. The most severe pandemics are associated with a new influenza virus that is both highly transmissible and causes severe illness such as the 1918 'Spanish influenza' pandemic. Pandemic influenza viruses that tend to cause milder illness – such as the 2009 H1N1 pandemic virus – can still have a significant population health impact. Influenza pandemics have characteristics that make them distinctly different from other emergencies. In particular, there may be prior warning of pandemic strain emerging overseas; the pandemic may spread gradually through a community once it is here with peak activity several weeks later. Pandemics may persist for several months and return in subsequent waves.

2. CONTROL

- The Combat Agency for this hazard is NSW HEALTH.
 - The state response is guided by the NSW Health Influenza Pandemic Plan
 - The local response is guided by the Murrumbidgee Local Health District (MLHD) Influenza Pandemic Plan
- The nominated Incident Management Team hospital.

3. COMMAND / CO-ORDINATION

- The State Incident Controller is the Secretary of NSW Health.
- The nominated Health Services Operations Centre is located at Wagga Wagga Rural Referral Hospital.

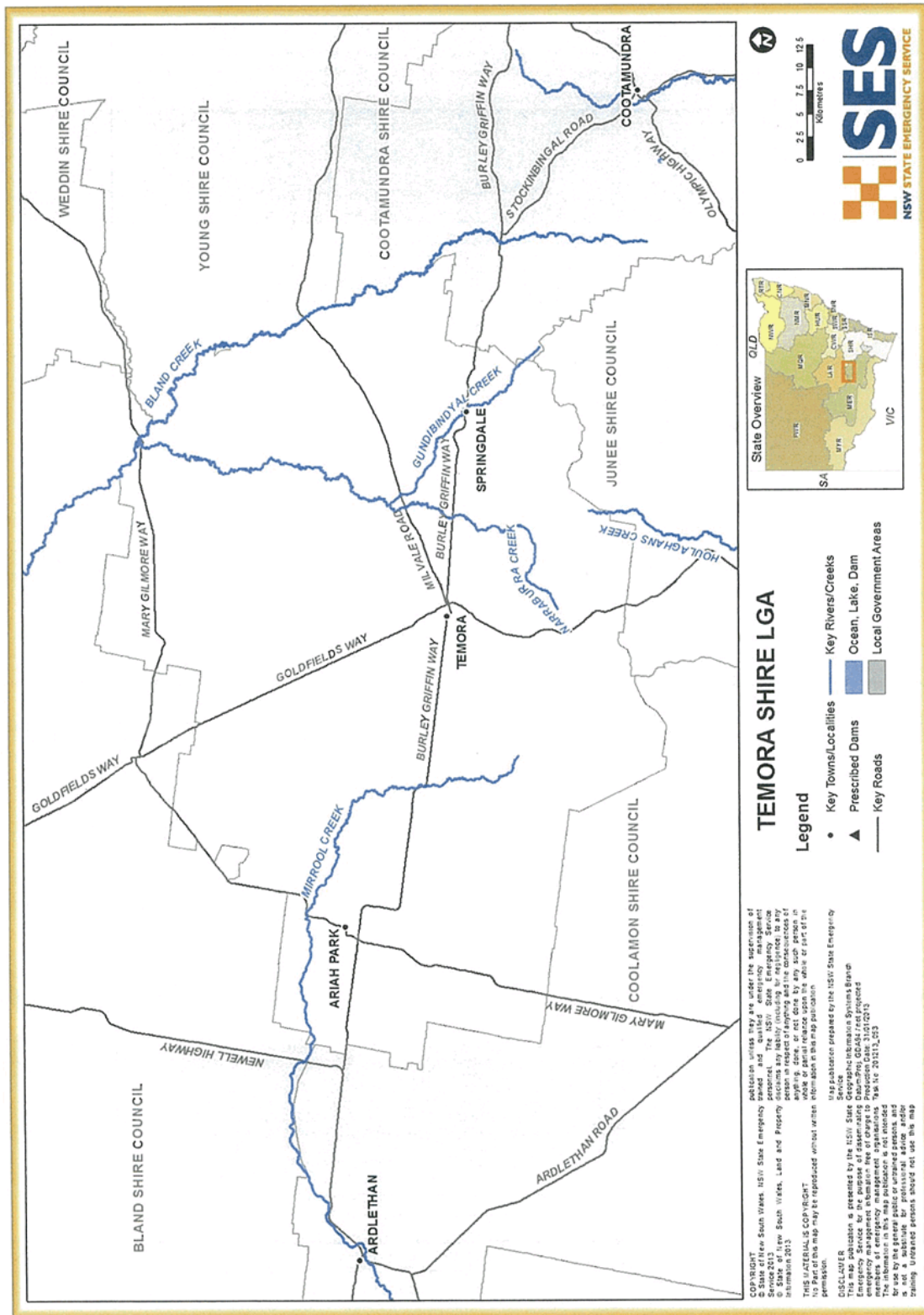
4. TRIGGERS

The State Incident Controller (SIC) confirms any changes in the current pandemic stage for NSW. An EOC may need to be activated when there is widespread transmission in the community and the pandemic strain is severe. The EOC occurrences will be activated:

- At the direction of the MLHD Chief Executive or Health Services Functional Area Controller (HSFAC). The decision will be made in consultation with the SIC, State HSFAC and MLHD Public Health Controller.
- At the direction of the LEOCON.

5. STRATEGIES

Strategy	Details
Initial Action phase of RESPONSE	<ul style="list-style-type: none"> Support public health follow-up of first few hundred cases and their contacts to characterise severity and transmissibility, and to identify at-risk groups Consider quarantine (contacts) and isolation (cases) if severe illness Advice to public, agencies and health services regarding risk reduction measures (continues throughout the response)
Targeted Action phase of RESPONSE	<ul style="list-style-type: none"> Cough and sneezing etiquette and hand hygiene education Social distancing (reducing number of daily contacts <1 metre) Early identification and treatment of infection in high-risk individuals Triaging protocols for EDs and ICUs; re-enforcing infection control measures; deploying surge staffing measures Consider use of pandemic assessment centres for screening of patients and/or provision of antiviral medications Consider mass vaccination clinic establishment; close coordination with general practitioners and community pharmacy vaccine providers Pandemic vaccination (when vaccine available) Encourage social distancing in the community Consider suspending mass public events (e.g. sporting events, concerts) to reduce opportunities for disease transmission. Consider school closures



TEMORA LEMC CONSEQUENCE MANAGEMENT GUIDE		10. VULNERABLE FACILITIES & INFRASTRUCTURE				STORM
7. RECOVERY	<p>Recovery operations will be managed by the LEMC and commenced during the response phase of operations.</p> <p>NSW SES as the Combat Agency shall –</p> <ul style="list-style-type: none"> Provide information to people on safety matters and the restoration of belongings which have been impacted Provide impact assessments Assist with clean-up operations Assist with safe return of evacuees Provide representation on Recovery Committee Impact on utilities, coordinate with LEMC 					
8. SUPPORTING DOCUMENTS	<ul style="list-style-type: none"> NSW EMPLAN NSW SES State Storm Sub Plan NSW SES Temora Shire Local Flood Plan NSW SES Murrumbidgee Region Incident Action Plan for the area of operations Temora EMPLAN NSW Asbestos Emergency Sub Plan Wires Down State Sub Plan NSW Recovery Plan NSW Recovery Toolbox for Local Government NSW SES ACT 1969 (No 194) NSW SERM ACT 1969 (No 165) 					
9. EVACUATION CENTRES	<p>As determined by the Welfare Services Functional Support Area and endorsed by the LEMC</p> <p>Storm can impact anywhere across the Temora Local Government Area, as such EOC staff should refer to the full list of Evacuation Centres as found within the Temora EM Plan.</p> <ul style="list-style-type: none"> 					
Name & Address		Name	Type	Address	Locality	Phone
		Temora District Hospital	Hospital	169-189 Loftus Road, Temora NSW 2666	Temora	(02) 6980 0200
		Kidz Kare	Child Care Centre /Pre School	17 Beattie St, Temora NSW 2666	Temora	(02) 6977 2770
		Temora Public School	Primary School	119 Deboos St, Temora NSW 2666	Temora	(02) 6977 2877
		Temora West Public School	Primary School	Truskett Street, Temora NSW 2666	Temora	(02) 6977 1889
		The Whiddon Group Temora (Narraburra Lodge)	Aged Care Facility	180 Kitchener Rd, Temora NSW 2666	Temora	1300 738 388
		Temora Southern Cross Village		128 Victoria St, Temora, NSW, 2722	Temora	0417 692 722
		The Whiddon Group Temora	Aged Care Facility	119 Gloucester St, Temora NSW 2666	Temora	(02) 6977 1022
		Saint Anne's Central School (Catholic)	Primary School	123 Deboos St, Temora NSW 2666	Temora	(02) 6977 1011
		Temora Preschool & Out Of School Hours (OOSH)	Pre School	161 Loftus St, Temora NSW 2666	Temora	(02) 6977 1683
		Aviah Park Preschool	Pre School	15 Pitt St, Aviah Park NSW 2665	Aviah Park	(02) 6974 1243
		Aviah Park Central Public School	Primary School	1 Harrison St, Aviah Park NSW 2665	Aviah Park	(02) 6974 1105
		Vulnerable facilities taken from EMPLAN – to be completed and confirmed by LEMC				
		Need to review and add – critical infrastructure				
11. NOTES		<p>http://www.temora.nsw.gov.au/contact.aspx</p> <p>http://www.temora.nsw.gov.au/ashx/documents/Environment/TSC-PIRWP.pdf</p> <p>http://www.temora.nsw.gov.au/ashx/documents/Policyandcodeof12108-FV18/ManagementofFloodedRoadsProcedures.pdf</p> <p>Temora Shire V6.1 - Dec 2015 Endorsee.docx</p>				
Endorsee	LEMOC Chair	LEOCOM/Combat Agency				
Date						

TEMORA LEWC CONSEQUENCE MANAGEMENT GUIDE		STORM	
1. GENERAL DESCRIPTION		Responsibility	Actions/Details
<p>This hazard/activity addressed by this guide has a risk rating of HIGH</p> <p>The NSW Storm Emergency Sub-Plan outlines the responsibilities, response and recovery arrangement for the emergency management of Storms in NSW. The Temora Council area has an annual rainfall of 500-600mm, the majority of this rain falling in winter and spring, which is when most storm activity occurs. Storms can also occur at other times of the year however, including summer when flash flooding results from high intensity short-duration convective thunderstorms and on rare occasions from the intrusion of depressions moving south from tropical regions. Warning times for this type of weather are typically less than 1 hour. Flash flooding can occur during the type of weather. A storm is defined as a weather event accompanied by wind, tornadoes, intense rain, and hail, snow of intense severity to threaten lives and cause damage to property, transport infrastructure, vegetation and general environmental conditions.</p>			
<p>2. CONTROL</p> <ul style="list-style-type: none"> The Combat Agency for this hazard is the NSW State Emergency Service (NSW SES) The nominated incident management facility (Operations Centre (OC)) is the NSW SES Local Unit Headquarters located at the Temora SES Unit, Vesper St, Temora Calls for assistance are directed to 132 500 Fax: (02) 6977 7640 - Temora SES Unit Headquarters Email: tema.ocs@ses.nsw.gov.au - Temora SES Unit Headquarters 			
<p>3. COMMAND / CO-ORDINATION</p> <ul style="list-style-type: none"> Agencies command their own resources under the co-ordination of the NSW SES Incident Controller or the Temora Local Emergency Operations Controller (LEOCON) providing support to the NSW SES Incident Controller. The nominated Local Emergency Operations Centre (LEOC) is located at Temora Shire Council Chambers, 105 Lotus Street, Temora NSW 2666. The alternate LEOC will be the Temora Recreation Centre, 128-130 Anzac Street, Temora NSW 2666. 			
<p>4. TRIGGERS</p> <p>These occurrences will trigger the activation of an EOC</p> <ul style="list-style-type: none"> At the determination of the NSW SES Incident Controller based on prevailing and/or predicted weather impacts Requirement for utilisation and coordination of resources outside the scope of NSW SES 			
5. STRATEGIES		Details	
<p>Refer to the NSW SES Incident Action Plan for locally specific response arrangements in conjunction with the Temora Shire Emergency Management Plan</p>			
<p>Minimise the potential for loss of life</p>	<ul style="list-style-type: none"> Support the NSW SES with public information and dissemination of severe storm warnings and public safety information to the community Assist the NSW SES with the management of the evacuation process Support the NSW SES with the provision of Flood Rescue Capability 		
<p>Protection of Vulnerable Facilities</p>	<ul style="list-style-type: none"> Support the NSW SES with public information and dissemination of severe storm warnings and public safety information to facility operators. Support the NSW SES with the provision of community protection measures 		
<p>Ensure community is regularly informed</p>	<ul style="list-style-type: none"> Support the NSW SES with public information and dissemination of severe storm warnings and public safety information to the community Support the NSW SES with the conduct of community meetings following severe storms to provide information to the community 		
<p>Minimise loss or interruption to major and/or essential transport infrastructure</p>	<ul style="list-style-type: none"> Coordinate the development of traffic management plans and alternate transport management arrangements in consultation with NSW SES, NSW Police Force, Transport Management Centre and Councils Road Management agencies to provide ongoing traffic management including controllers and signage 		
<p>Restoration of essential services and return of evacuees</p>	<ul style="list-style-type: none"> Coordinate the completion of Impact Assessments in conjunction with the NSW SES Coordinate Functional Areas and support services to restore utilities as soon as possible Coordinate Road and Bridge managers to clear and repair roads and bridges including associated signage and markings as soon as possible LEVC to consider recovery arrangements with the NSW SES to enable repair and reconstruction of properties including the clearance of debris. Coordinate the staged/return of evacuees as required. 		

FLD_004A	7350_COM_FLD_004A_020_20100517 (70 KB)	11 Jun 2010 to date
FLD_004B	7350_COM_FLD_004B_010_20100517 (132 KB)	11 Jun 2010 to date
FLD_004C	7350_COM_FLD_004C_010_20100517 (130 KB)	11 Jun 2010 to date
FLD_004D	7350_COM_FLD_004D_010_20100517 (186 KB)	11 Jun 2010 to date

Taken from Temora Local Environmental Plan

<http://www.legislation.nsw.gov.au/#/view/EPI/2010/243/maps>

<http://www.temora.nsw.gov.au/planning/temora-local-environmental-plan.aspx>







3.2 WARBIRDS DOWNUNDER 2018 TABLETOP EXERCISE

File Number: REP18/763
Author: Senior Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: Nil

REPORT

As part of the Warbirds Downunder 2018 Airshow the emergency related operations and considerations have been planned for presentation to combat agencies staff and volunteers via an onsite tabletop exercise.

This exercise has been planned for Thursday the 20th of September 2018 to commence at 5pm onsite at the Temora Aviation Museum. At conclusion a BBQ and drink will be supplied for staff and volunteers attending.

Setup will be undertaken by the Temora Aviation Museum and run by the LEOCON. As part of this exercise councils LEMO who will be Traffic Operations Manager for the event will also run through traffic control arrangements and road closures.

It is requested that this information is disseminated within combat agencies to ensure, the correct staff and volunteers are present for the tabletop exercise.

RECOMMENDATION

That the Committee consider the report.

Report by Alex Dahlenberg

3.3 REMO REPORT

File Number: REP18/764
Author: Senior Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: 1. REMO Report

REPORT

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

COMMITTEE RECOMMENDATION

Moved: Mr Brogan Murrie
Seconded: Mr Stephen Pollard
That the Committee consider the report.

Report by Alex Dahlenberg



Riverina Murray Emergency Management Region Regional Emergency Management Officers Report

Report to Functional Area Committees & LEMCs: August 2018

1. Regional EM Planning: Riverina Murray Regional EM Plan Parts One & Two were regionally approved at the Riverina Murray REMC Meeting conducted in Albury on the 28th of March.
2. An emergency planning workshop was also conducted in association with the March meeting of the Riverina Murray REMC, the emergency risk management workshop focused on hazards that may require regional operational response and recovery control structures. The output from the workshop will be used to further develop Part Three of the Regional EM Plan and its various Consequence Management Guides (CMGs).
3. Riverina Murray REMC endorsed the Region EM Training Program for the 2017-2018 financial year. OEM have advised that the following training dates have been approved.

Training Course	Activity No	Location	Dates	Manager
Introduction to EM	1819/201	Griffith-EOC	14 Aug 2018	Cancelled
Emergency Op Centre Concepts	1819/202	Griffith-EOC	15 Aug 2018	Cancelled
Introduction to EM	1819/203	Albury EOC	11 Sept 2018	Owen Plowman
Emergency Op Centre Concepts	1819/204	Albury EOC	12 Sept 2018	Owen Plowman
Evacuation Management	1819/205	Wagga Wagga EOC	25 & 26 th Sept	Owen Plowman
Manage Emergencies	1819/206	Wagga Wagga	September 2018	NSW OEM

4. Note: Online training prerequisites can be completed at the NSW Office of Emergency Management website: www.emergency.nsw.gov.au - follow the links to Training Program/NSW EM Overview.
5. The Riverina Murray Regional Rescue Committee hosted a Heavy Vehicle Rescue Exercise in Wagga Wagga on May 20th. This exercise focussed on a number of Rescue stands in heavy vehicle stabilisation, hazmat and patient extrication from heights. The exercise culminated in a heavy vehicle exercise to stabilise and extricate a patient from an overturned truck. This allowed response agencies to gain valuable knowledge of the complications involved in heavy vehicle rescue.



6. Land Rescue reforms: Moulamein RFS have now completed RCR training and operator accreditation with approx. 17 members successfully completing the training.
7. Rescue Unit Inspections for the 2018 calendar year are currently being planned by NSW PF EMU in consultation with Regional Rescue Committees. Dates and locations for Riverina Murray based rescue unit inspections will be released in due course. (Sept/Oct 2018 - NSWAS Wagga)
8. REMOs can conduct a briefing on the NSW EM Arrangements and LGA EM responsibilities to Council meetings if respective LEMCs consider this would be of benefit to local elected officials. REMOs have carried out presentations at Balranald and Edward River LGA
9. Riverina Murray REMC & RRC Meeting 2 of 2018-2019 will be conducted on Wednesday the 28th of November at the Griffith EOC/RFS complex located at 200 Wakaden street.

Page 1 of 1

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

Mobile 0429 154 619
Mobile 0429 819 745

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

3.4 TEMORA MULT-AGENCY EXERCISE - SES

File Number: REP18/1162
Author: Secretary Engineering
Authoriser: General Manager
Attachments: 1. SES

The local SES has provided a draft copy of the proposed Temora Multi –Agency Exercise.

COMMITTEE RESOLUTION 4/2018

Moved: Mr Dean Emery
Seconded: Mr Gavin Coleman

The draft copy of the Multi-Agency Exercise presented by SES be reviewed and a final draft presented to the 5th December 2018 LEMC meeting. Final draft to confirm the date of Multi-Agency Exercise to be undertaken in 2019.

CARRIED

Report by Alex Dahlenberg

Draft Copy Only

We would like to express that this is only a draft and happy for any input towards this exercise



Temora Multi-Agency Exercise

Date to be decided

Situation

Execute a Multi-agency, multi-strand, vehicle rescue, extrication and flood rescue exercise at Temora Airport and Lake. Using a dummy plane at end of runway and wing flying off plane wing fly's off and hits a vehicle and ricochets off vehicle into lake which hits two persons in lake. For the exercise, there will be three people trapped in plane and two in the car and two in the water.

Mission

To successfully run an exercise with multi-agencies in attendance. Work Safely to extract and find casualties and account for all persons and personnel involved in the accident. Having all tasks complete in a timely manner and all casualties treated within the first hour and to make areas safe for the public. Build a greater working relationship with all other agencies involved.

TIMETABLE

	TIME COMMENCED	ACTIVITY	TIME ALLOCATED
Exercise Lead In	10.00	Support Teams Assemble at Airport	30 minutes
	10.30	Agencies assemble at Temora SES Unit	15 minutes
	10.45	Exercise Briefing	20 minutes
	11.05	Exercise Begins	5 minutes
Exercise	11.10	Crews depart Temora SES Unit in 2-minute intervals	20 minutes
	11.30	All crews work on Crash Tasks	60 minutes
	12.30	Flood Rescue Commences with a briefing from IC	60 mins
	13.30 to 14.30	Lunch	60mins
	1430	Debriefing	30 mins
Debriefing	15.00	Wrap up	5 mins
	15.05	Pack up and Clean area	

Execution

Help to setup up simulated crash zone, and flood rescue areas for exercise starting at 10 am and are to organise Staging area, Barricade, triage Area and BBQ from 1230hrs. Making sure the airport and lake is cleaned upon completion of the exercise. RFS or FRNSW are to set up and extinguish simulated car and plane fires and render areas safe. Temora NSW SES and NSWFR are to extract all persons trapped, and extract car from Lake and make ready for the vehicle to be taken away. Flood rescue techs are to search the lake for a passenger that was ejected and take appropriate action. All casualties are to be moved to the prepared triage area.

Administration

The staging area will be on the North Side of the airport and south side of lake adjacent to amenities. Command post will be on the rest area of entrance to lake and the Triage will be near the staging area. Agencies are to use their equipment if additional equipment is required radio command post and we will arrange if possible. Food and drinks will be provided at the lake area. All as per map.

Command and Communications

Incident Controller is Jodie King with Elizabeth Gault and (Assisting with Liaison Officer from each agency available at Command post TBC) All agencies are in control of the own teams and the overall command is from the Incident Controller. Communication will be verbal and via agencies own radio communication back to command post. All communications are to be logged and given to IC team on completion of the event.

Safety

Risk assessment is to be completed at each incident area and, at the completion of the incident given to the safety officer. All agencies are to work within their safety procedures and SOPs and report all incident to the Safety Officer TBC

Safety is everybody's responsibility. The following safety procedures must be complied with.

In the case of a real emergency or a real casualty, the communications operator is to use the word "NO DUFF" at the beginning and end of each text. When a message is pre-fixed with the words "NO DUFF", all stations will cease exercise immediately and will take orders from the Incident Controller.

In the event of a serious casualty the following is to occur:

1. Nearest team members are to cease the exercise and render immediate first aid and notify the Safety Officer via the quickest method.
2. The Safety Officer is to assess the situation and determine what further aid is required.
3. All personnel on the stand will be notified to cease exercise activity, remain in position and await further instructions.

4. The safety officer is to radio Incident Controller immediately of the situation, Incident Controller is to notify and dispatch the First Aid Officer to the casualty, recommend the course of action then Incident Controller calls 000. In the event that the Incident Controller cannot be contacted, the safety officer is to call the emergency phone number for the exercise phone number TBC
5. Emergency services are only to be contacted by the Incident Controller or First Aid Officer.
6. The Incident Controller will dispatch the First Aid Officer to the stand and ensure emergency vehicle access to the area.
7. If more than one stand is affected, the Incident Controller will dispatch a member of the Operations management team to take control.

***If there is a major emergency,
the Incident Controller will take control***

Hazard ID	Risk assessment			Control and review			
	Likelihood	Consequence	Risk	Control Measures	New Likelihood	New Consequence	Residual Risk
Hazard description							
Contamination of seen around damage Vehicle 2 & 3	Very likely	Moderate	Moderate	Large tarps are to be placed where work is to be carried out on damaged plane and vehicle. Vehicle are to be taken away post event and tarps dispensed of and area left clean Vehicle is to be stripped back to a bare shell and cleaned thoroughly with all oils and fuel taken out. Barrier Tape Area, and have marshal directing public around area	Unlikely	Minor	Low
Contaminates from Vehicle in Water	Very Likely	Major	High		Unlikely	Minor	Low
Public	Likely	Moderate	Moderate	Barrier Tape Area, and have marshal directing public around area	Rare	Minor	Low
Overstress - Physical and or mental stress.	Possible	Minor	Moderate	Ensure all participants are fit for task. Monitor members wellbeing. Use team work and teams to be instructed to use sufficient care to avoid putting themselves in this position.	Unlikely	Rare	Low
Contact with - Cold water/cold weather (hypothermia)			Moderate	Teams to have cold/wet weather PPE.			Low
Sun Exposure – Contact With	Likely	Moderate	Moderate	PPE - Additional sunscreen on site	Rare	Minor	Low
Bites and Stings - Ticks, Spiders, leeches and other insects.			Moderate	Ensure participants are advised and offered insect repellent. Ensure all have appropriate PPE. Advise participants to check for ticks and leeches at earliest convenience.			Low
Fall overboard	Possible	Major	Moderate	All persons on boats to wear life jacket during activity.	Unlikely	Major	Low
Unauthorized Personnel	Possible	Minor		Administration – Stand Manager to monitor	Possible	Minor	Low
Fatigue – Overstressed	Possible	Moderate	Moderate	Admin – First Aid Kits with teams and on stand. Sand Manager to monitor	Unlikely	Minor	Low
Cuts and Abrasions – Contact With	Likely	Minor	Moderate	Admin –First Aid Kits with team and on stand PPE – All field crews and support staff wearing appropriate PPE	Possible	Minor	Low
Site access- fall to ground - Slip and/or trip	Likely	Moderate	Moderate	Clear any loose debris. Teams should cover this in take 5. Setup crew to be instructed re care	Possible	Minor	Low

Annex A – HAZARD CATEGORIES LEGEND & DESCRIPTIONS

MEANING	DESCRIPTION
Contact With	A person or part of a person contacts a source of energy that may exceed the body's threshold. Cold, Heat, Pressure, Electricity, Chemical, Noise, Radiation, Asbestos etc.
Struck By	A person can be forcibly struck by an object. The force is provided by the object.
Struck Against	A person can forcibly strike an object. The force is provided by the person.
Caught Between	A person or part of that person can be pinched, crushed or otherwise caught between either a stationary object or a moving object, or between two moving objects.
Overstress	A person can exceed his or her mental or physical capacity.
Fall to Ground	A person can fall to the surface they are standing or walking on.
Fall to Below	A person can fall to a level below the level he or she is standing or walking on.

Annex B: Airport and Lake- SITE EVAC PLAN

EMERGENCY EVACUATION AND PROCEDURE

The IMT has all the registration numbers of vehicles which is used to check all vehicles have left the park in the event of an evacuation order. If the IMT instruct agencies to leave, ensure all members travelling in each vehicle is accounted for prior to departing. The Assembly point is outside the main gates.

FIRE

If fire starts shout "FIRE" loudly. Evacuate your site and move quickly to the form up point on your site. Notify the Incident Controller who will initiate further action.

STORM & FLOOD

In the unlikely event of a major storm or flood requiring emergency action, you will be advised by your leader as to the appropriate action to follow.

MEDICAL

In the event of accident or illness you should go, if able, to the Triage area.

SECURITY

The security of personal effects is your responsibility. All personal equipment should be marked with your name and address. No responsibility will be taken for lost items by the park management or the SES.

LOST PROPERTY

Please hand in all property found on the site, remember you might lose something too

4 CLOSE MEETING

The Meeting closed at 5:57PM.

This is the minutes of the Emergency Management Committee meeting held on Wednesday 1 August 2018.

.....

GENERAL MANAGER

.....

CHAIRMAN

6.2 MINUTES OF THE ASSETS & OPERATIONS COMMITTEE MEETING HELD ON 9 OCTOBER 2018**File Number:** REP18/1195**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Assets & Operations Committee Meeting held on 9 October 2018**RESOLUTION 242/2018**

Moved: Cr Kenneth Smith

Seconded: Cr Claire McLaren

It was resolved that the reports be received.

CARRIED**RESOLUTION 243/2018**

Moved: Cr Dale Wiencke

Seconded: Cr Max Oliver

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

CARRIED



Date: Tuesday, 9 October 2018
Time: 2:20PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Assets & Operations Committee Meeting

9 October 2018

Order Of Business

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3 Reports 4

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 3.3 School Bus Drop Off and Pick Up Point Request 24

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4 Confidential Reports..... 31

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**MINUTES OF TEMORA SHIRE COUNCIL
ASSETS & OPERATIONS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 9 OCTOBER 2018 AT 2:20PM**

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

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

1 OPEN MEETING

2:20pm

2 APOLOGIES

Kris Dunstan (Director of Environmental Services)

Moved: Cr Oliver

Seconded: Cr Judd

That the Committee accepts the apology.

Cr Rick Firman conducted the election of Chairperson of the Assets & Operations Committee

Cr Dale Wiencke nominated Cr Graham Sinclair as Chairman

Elected Unopposed.

3 REPORTS

3.1 THE BUSINESS BUS VISITING TEMORA

File Number: REP18/1137
Author: Secretary Engineering
Authoriser: Engineering Technical Manager
Attachments: 1. Bus 1
2. Bus 2
3. Cert of Currency

Good Afternoon,

I hope this email finds you well.

My name is Miriam, and I am contacting you on behalf of the Business Bus team at the NSW Department of Industry. I just wanted to reach out to organise a site approval to bring the Business Bus to **Temora on Friday 30th November 2018**.

Part of the Business Connect program, the Business Bus (formerly known as the Small Biz Bus) delivers highly subsidised face-to-face business advice to metro & regional areas across NSW.

Our experienced Business Connect advisors can provide personalised support on how to start, grow or innovate businesses on board the Business Bus.

In our previous visit to Temora, we've been located at **Loftus Street (Near intersection with Hoskins Street), Temora**. This location worked well for the program and we would like to request this spot again, unless you have any recommendations or advice on a more suitable location. The Bus would be **on site from 8:30am to 3:30pm** and would be **operational from 9am to 3pm**.

Once locations have been agreed upon, we would require the following information from the council:

- Written approval that the bus is approved to visit the agreed upon locations (an email is fine)
- A map which outlines exactly where the bus is approved to be
- Confirmation that this area will be sectioned off on the day for the bus's arrival

I've attached the following documents for your records:

- Certificate of Currency
- Pictures & Specs of the Business Bus

I am hoping to confirm the approval as early as possible, please let me know if you need anything else to proceed.

Lastly, **could this email please be forwarded to the Economic Development Manager, or the most suitable person to help bring the Business Bus to Temora.**

Thank you for your time, I look forward to progressing the bus visit with you soon.

Kind regards,

Miriam Mercer

Suite 8 | 780 Darling St | Rozelle NSW 2039
T: 02 9819 1112 | E: BusinessBus@5iveSenses.com.au

COMMITTEE RESOLUTION 108/2018

Moved: Cr Dale Wiencke

Seconded: Cr Max Oliver

That the Committee resolved to recommend to Council to approve the application of the business bus and its location in Loftus Street on Friday 30 November 2018.

CARRIED

Small Biz Bus



External Awning



Vehicle Registration: CG13SG	Height: 2.65m	Length: 6.96m	Width: 1.993m	Awning: 2.4m
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icare[™]
Insurance for NSW**Certificate of Currency****NSW Department of Industry**

The NSW Self Insurance Corporation, branded as icare Insurance for NSW, was established by the NSW Self Insurance Corporation Act 2004. The main function of icare Insurance for NSW is the administration of the Treasury Managed Fund (TMF), which provides cover for all insurance exposures faced by general government sector budget dependent agencies (other than compulsory third party insurance) and participating non budget dependent public sector agencies.

Period of coverage

This will confirm that commencing 1 July 2018 until 30 June 2019, NSW Department of Industry is a member of the TMF which provides insurable risk protection in accordance with the TMF Statement of Cover.

NSW Department of Industry, their employees and their volunteers are fully covered for their legal liability to any third party arising out of their operations, worldwide.

Coverage inclusions

Cover includes, but is not limited to:

- Worker's Compensation as per current NSW Legislation.
- Legal Liability inclusive of:
 - Public Liability for an amount of \$100,000,000,
 - Professional Indemnity for an amount of \$100,000,000,
 - Product Liability for an amount of \$100,000,000, and
 - Directors & Officers for an amount of \$100,000,000.
- Personal Accident coverage for Voluntary Workers whilst actively engaged in voluntary work for the above named entity. Coverage is provided in accordance with and equivalent to the benefits payable under the NSW Workers Compensation Legislation, as amended, provided under TMF Miscellaneous cover.
- Personal Accident cover whilst travelling domestically and abroad.
- Property coverage (including plate glass) on a full replacement (new for old) basis, including, consequential loss, worldwide, for loss and/or damage to all real and personal property either owned by, or the responsibility of NSW Department of Industry.
- Motor Vehicle cover for loss of and/or property damage caused to or by a motor vehicle while being used for the purpose of or in connection with the business of NSW Department of Industry.

For full details on TMF indemnity and its protection, agencies should refer to the relevant sections of the TMF Statement of Cover.

Note: icare Insurance for NSW hereby agrees that should such coverage be cancelled or withdrawn for any reason, 30 days' notice will be provided.

Tim Plant



Group Executive, Insurance for NSW

3.2 CLASS 3 DROUGHT ASSISTANCE NOTICE

File Number: REP18/1146
Author: Engineering Technical Manager
Authoriser: Engineering Technical Manager
Attachments: 1. LG Information Sheet
2. National Class 3 Drought Assistance Notice

REPORT

Council has recently received correspondence from the National Heavy Vehicle Regulator requesting Council consent to the recently created National Class 3 Drought Assistance Notice 2018.

The notice allows complying heavy vehicles to operate up to 4.6m high and 2.83m wide for the purpose of carrying livestock fodder to drought declared areas.

The notice has only minor impact on Temora Shire Council, as we currently have 4.6m access to rural areas and the urban B-Double network.

Impacts to Temora Shire Council include;

- Complying heavy vehicles will have an increase in width (2.5m to 2.83m).
- General access vehicles operating under the scheme may be operating in urban Temora and an increased height (4.3m to 4.6m).

The notice operates only in drought declared areas and has a 5 year expiry date.

Budget Implications

Nil

COMMITTEE RESOLUTION 109/2018

Moved: Cr Rick Firman

Seconded: Cr Dale Wiencke

That the Committee recommend to Council to consent to the request.

CARRIED

Report by Rob Fisher



Request for Road Manager Consent for a Dimension Authority

National Class 3 Drought Assistance Dimension Exemption Notice 2018

Under s118(1)(b) of the Heavy Vehicle National Law (HVNL), the Heavy Vehicle National Regulator (the Regulator) is required to seek consent from a Road Manager for any new or amended grant of a heavy vehicle exemption that affects that Road Manager's road network. This document provides background on the current request for consent regarding the National Class 3 Drought Assistance Dimension Exemption Notice 2018, and what Road Managers are required to do in response.

Background

This is a request for Road Manager consent to a dimension authority titled National Class 3 Drought Assistance Dimension Exemption Notice 2018 (the Notice).

The Notice exempts eligible vehicles from complying with height and width requirements when transporting specified commodities to declared drought affected areas for consumption by livestock.

Under the Heavy Vehicle National Law, heavy vehicles are normally limited to 2.5m in width and 4.3m in height. Also, vehicles with restricted access may access wider dimensions under existing Notices. For example, many B-Doubles and other combinations can already transport hay on restricted routes up to 2.7m in width and 4.6m in height.

This drought assistance notice operates to allow vehicles that already have access to operate up to 2.83m in width and 4.6m in height so long as they meet the following conditions:

- 1) The vehicle already has general access, or access to a route; and
- 2) The vehicle complies with the conditions of its existing access; and
- 3) The vehicle only transports fodder to drought affected areas.

Network Access

The type of network access requested under this Notice operates differently from usual.

In this case, ***no new roads or networks are requested.***

Instead, where a vehicle already has access it is requested that Road Manager's consent to a broadened dimensional envelope (i.e.: 2.83m wide and 4.6m high), where a vehicle already has access and where it meets all required conditions.

For example, for a B-double that already operates under a baled commodity notice (i.e.: transporting hay) up to 2.7m wide and 4.6 m high on the B-double network, that vehicle would be able to use the same network but to 2.83m wide and 4.6m high on the same network.

Therefore, rather than asking for a network the NHVR is asking Road Managers to answer yes or no to access under the National Class 3 Drought Assistance Dimension Exemption Notice 2018.

If a Road Manager requires any special conditions on specific routes, the NHVR should be contacted directly and these may be included in the network details.

Access under the national drought notice

The national drought notice works by allowing a vehicle that already has access to the road network (either general access, or restricted access under a notice) to operate at wider and higher dimensions. To use these expanded dimensions the vehicle must comply with the conditions of its normal access as well as the conditions of the drought assistance notice.

Please note: The national drought notice **does not** automatically grant access to all roads. The vehicle must already be able to access the network, and may only access roads managed by participating road managers.

At present, the only participating road managers are the State Road Authorities. This means that a vehicle operating under this notice is effectively limited to state controlled roads only (i.e.: NOT local roads). Local roads will be added as local government road managers are consulted and brought into the scheme.

In summary, access to roads must meet the following criteria:

1. The vehicle must have normal, current access to the road network (through general access or access under a current notice).
2. The vehicle meets the conditions of the national drought notice.
3. The vehicle is transporting baled or rolled hay or straw to a drought affected area.
4. All roads on the route are managed by participating road managers (at this stage only state road authorities with state controlled roads).

Table 1 Examples of common access options

VEHICLE	NORMAL ACCESS AND CONDITIONS	DROUGHT NOTICE ACCESS AND CONDITIONS
Rigid Truck Length: up to 12.5m	General access to all roads Width: up to 2.5m Height: up to 4.3m No special conditions	Access to all roads: <ul style="list-style-type: none"> • managed by participating road managers; and • on journeys carrying baled or rolled hay or straw to drought affected areas Width: up to 2.83m Height: up to 4.6m Conditions of the drought notice.
Prime mover semi-trailer Length: up to 19m	General access to all roads Width: up to 2.5m Height: up to 4.3m No special conditions	Access to all roads: <ul style="list-style-type: none"> • managed by participating road managers; and • on journeys carrying baled or rolled hay or straw to drought affected areas Width: up to 2.83m Height: up to 4.6m Conditions of the drought notice.
Class 2 Type-1 Road train under notice Length: up to 36.5m	Access to Type-1 Road train networks under the <i>National class 2 heavy vehicle road train authorisation (notice) 2015 (no. 1)</i> (or similar road train authorisation) Width: up to 2.5m Height: up to 4.3m Must comply with conditions of the road train network and the notice.	Access to all roads under the <i>National class 2 heavy vehicle road train authorisation (notice) 2015 (no. 1)</i> : <ul style="list-style-type: none"> • managed by participating road managers; and • on journeys carrying baled or rolled hay or straw to drought affected areas Width: up to 2.83m Height: up to 4.6m Conditions of the drought notice AND conditions of the road train notice that do not specifically conflict with the drought notice (such as width, height and road access).

Response Required

A response to this request is required within 28 days.

This request is made under s118 and 119 of the HVNL, and a Road Manager is required to respond to this request within a specified time period.

Part 4.7, Division 2 of the HVNL sets out the requirements placed on Road Managers in responding to such a request. In particular s156 requires that a Road Manager must respond to the Regulator's request for consent within *28 days*.

The Road Manager's response must:

- (a) Grant consent; or
- (b) Grant consent with conditions (see below); or
- (c) Refuse consent.

In deciding to grant consent, the Road Manager is required to consider possible impacts to infrastructure, amenity and safety.

A graphic showing the general Road Manager consent process is provided on the last page of this document.

If Consent is Granted

If the Road Manager grants consent to the amendment, the Regulator will update the Notice and affected networks. No further action is required by Road Manager at this point.

If Consent is Granted with Conditions

A Road Manager may grant access subject to road or travel conditions under the HVNL.

Note that while conditions will generally be accepted, they must be necessary for the purpose of preserving infrastructure, amenity or safety, and supported by reasons. Where the Regulator supports the requested conditions, the relevant network map will be updated and no further action is required.

If Consent is Refused

A Road Manager may only refuse consent if the grant of consent will pose a significant risk to infrastructure, amenity or safety AND the risk cannot be mitigated by imposing conditions.

Referral to Road Authority

Where consent is either conditioned or refused on grounds that are not supported, the Regulator may refer to the relevant Road Authority under s163 of the HVNL.

Please note that referral to a Road Authority will be considered only after the Road Manager and NHVR have engaged directly to come to agreed access conditions.

If No Response is Provided

Please note that it is a requirement under the HVNL to respond *within 28 days of receiving a request for consent*. This period starts at the issue of this request. If no response is received in the statutory period, the Regulator will take steps to ensure a response is received. These steps include:

- (a) Referral of the request to the executive body of the Road Manager; or
- (b) Referral to the relevant State Road Authority.

Contact the NHVR

Road Managers are encouraged to contact the Regulator with any queries they may have in dealing with this request.

Especially where Road Managers consider refusing consent, or are not certain which conditions may apply, NHVR officers directly involved with the development of this notice are available at the contact details provided below.

For more information:

Subscribe: www.nhvr.gov.au/subscribe

Visit: www.nhvr.gov.au

Phone: 1300 MYNHVR* (1300 696 487)

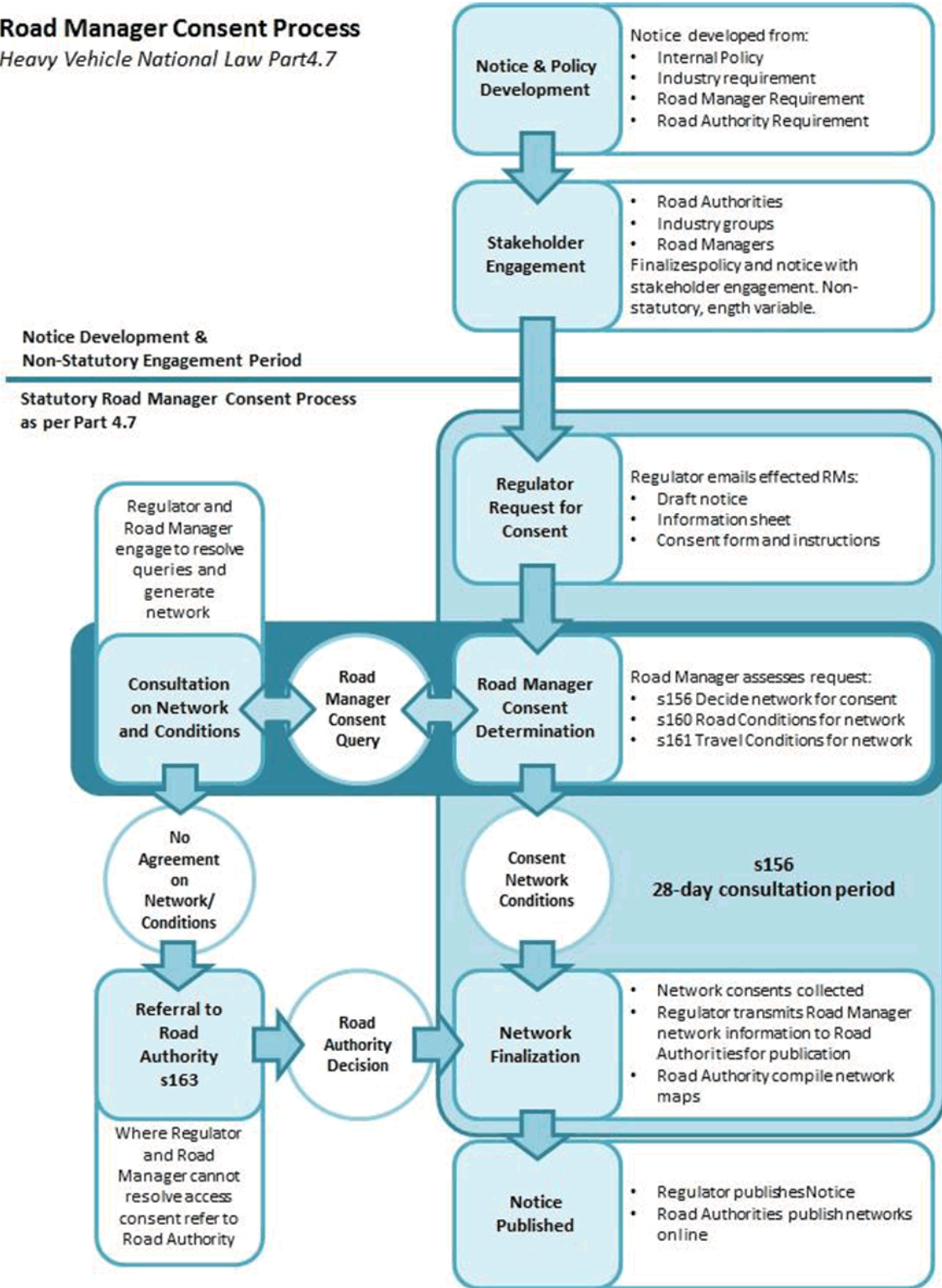
Email: info@nhvr.gov.au

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Disclaimer: This fact sheet is only a guide and should not be relied upon as legal advice.

*Standard 1300 call charges apply. Please check with your phone provider.

Road Manager Consent Process
Heavy Vehicle National Law Part 4.7



**HEAVY VEHICLE NATIONAL LAW****National Class 3 Drought Assistance Dimension Exemption Notice 2018 (No.1)****1. Purpose**

This Notice exempts eligible vehicles from complying with certain dimension requirements when transporting specified commodities for consumption by livestock in declared drought affected areas.

Notes: This notice allows an eligible vehicle to have the same road access that it would have were it not for excess width and height caused by carrying specified commodities to drought affected areas in participating areas.

This Notice operates in conjunction with the National Class 3 Drought Relief Dimension Exemption Operators Guide that is maintained and published by the National Heavy Vehicle Regulator. The Guide contains important specified information under this Notice, such as network references and commodity types.

2. Authorising Provision

This notice is made under Section 117 and Section 61 of the *Heavy Vehicle National Law* (HVNL).

3. Commencement

This notice commences on the date of publication.

4. Expiry

This Notice expires five years after commencement.

5. Title

This Notice may be cited as the *National Class 3 Drought Assistance Dimension Exemption Notice 2018*.

6. Definitions

(1) Unless otherwise stated, words and expressions used in this Notice have the same meanings as those defined in the HVNL.

(2) In this Notice

Current Notice means a heavy vehicle authorisation made by Gazette Notice under the Heavy Vehicle National Law, and that is current at a relevant time.

Drought affected area means an area declared as drought affected or drought declared, or similar, under a law of the relevant participating jurisdiction.

Eligible vehicle means a heavy vehicle or heavy vehicle combination to which section 7, 8 and 9 apply.

General access means access to all roads, subject to the operation of the Heavy Vehicle National law and the road rules of the relevant participating jurisdiction.

National Class 3 Drought Relief Dimension Exemption Operators Guide (the Guide) means the document of that name published by the NHVR to operate in conjunction with this Notice.

Participating jurisdiction means the Australian Capital Territory, Queensland, New South Wales, South Australia, Tasmania and Victoria.

Participating Road Manager means a Road manager listed in the Participating Road Manager section of the Guide.

Specified Commodity means a commodity specified as such in the Guide.

7. Application – Vehicles

- (1) This Notice applies to a heavy vehicle or a heavy vehicle combination vehicle that is:
 - a) a heavy rigid vehicle up to 12.5m in length; or
 - b) a prime mover and semi-trailer combination up to 19m in length; or
 - c) a prime mover and low loader combination up to 19m in length; or
 - d) a B-Double; or
 - e) a Road Train.
- (2) Further vehicles and vehicle conditions and restrictions specific participating jurisdictions may be found in the Schedules.

8. Application – Specified Commodities

- (1) This Notice applies to an eligible vehicle that is being used to transport a Specified Commodity.

9. Application – Drought affected area

- (1) This Notice applies to a vehicle transporting a specified commodity to a drought affected area.

10. Application – Participating Road Managers

- (1) This Notice applies to road networks managed by Road Managers Participating Road Managers as specified in the Guide.
- (2) The road networks accessible under this Notice in Participating Road Manager areas are specified in s13 and 14, and in the Schedules of relevant jurisdictions.

- (3) Conditions for operation under this Notice may also be specified by the Participating Road Manager in the Guide.

11. Exemptions – Dimension

- (1) An eligible vehicle that meets the conditions of this Notice is exempt from the following dimension requirements in Part 2 of Schedule 6 to the *Heavy Vehicle (Mass, Dimension and Loading) National Regulation (MDL Regulation)*:
- a) Section 7 – Width
 - b) Section 8 – Height

12. Conditions – Dimension

- (1) An eligible vehicle must not exceed either of the following dimensions:
- a) 2.83m in width; and/or
 - b) 4.6m in height.
- (2) In addition to the requirements in 12(1), the load on an eligible vehicle must not project more than 165mm from the outmost part of either side of the vehicle.

13. Condition - Stated areas and routes (General Access Vehicles)

- (1) The following vehicles and combinations that comply with all conditions of this Notice have general access under this Notice:
- a) Heavy rigid vehicles up to 12.5m in length; and
 - b) Prime mover and semi-trailer combinations up to 19m in length; and
 - c) Prime mover and low loader combinations up to 19m in length.

14. Conditions - Stated areas and routes (B-Doubles and Road Trains)

- (1) This section applies to B-Doubles and Road Trains that qualify for access under a current Notice.

Example: In Queensland, a current notice for a Road Train might be the National Class 2 Road Train Authorisation Notice 2015, or it might be the Queensland Class 2 Road Train (Burke Development Road) Authorisation Notice 2017, providing that the Road Train in question meets all of the requirements of those Notices.

- (2) An eligible Road Train or a B-Double that has access under a current Notice may access the networks available under that Notice.
- (3) As well as complying with the requirements of this Notice, an eligible vehicle must comply with all of the conditions of the current Notice, except for:
- a) *Height and width*: eligible vehicles may use the conditional height and width limits specified in s 12; and

- b) *Applied conditions from Schedule 8 of the MDL Regulation*: eligible vehicles must always comply with the requirements in s15; and
- c) Any special conditions set out in the Schedule of a participating jurisdiction.

15. Conditions – Application of Schedule 8 of the MDL Regulation

- (1) An eligible vehicle operating under this notice that is over 2.6m in width must comply with the requirements of the following sections of Schedule 8 of the MDL Regulation:
- a) Section 2 - Warning Signs and Flags
 - b) Section 3 - Warning lights and delineators if load projecting from vehicle
 - c) Section 6 - Headlights
 - d) Section 8 - No travelling in low visibility
 - e) Section 9 - Minimum following distance
 - f) Section 11 - Assessing routes

DATED: 20 September 2018

Sal Petrocchio

Chief Executive Officer

National Heavy Vehicle Regulator

Schedule 1 Australian Capital Territory**1. Application - General**

- (1) This Schedule applies to eligible vehicles operating under this Notice in the Australian Capital Territory.
- (2) This Schedule applies to eligible vehicles operating in the Australian Capital Territory even if part of the journey includes routes and areas in another state or territory.

2. Application – Vehicles

- (1) There are no additional eligible vehicles.

Schedule 2 New South Wales**1. Application – General**

- (1) This Schedule applies to eligible vehicles operating under this Notice in New South Wales
- (2) This Schedule applies to eligible vehicles operating in the New South Wales even if part of the journey includes routes and areas in another state or territory.

2. Application – Vehicles

- (1) There are no additional eligible vehicles.

Note: Drought assistance access is also available in New South Wales under the New South Wales Class 3 Drought Assistance Dimension Exemption Notice 2018.

Schedule 3 Queensland

1. Application - General

- (1) This Schedule applies to eligible vehicles operating under this Notice in Queensland.
- (2) This Schedule applies to eligible vehicles operating in the Queensland even if part of the journey includes routes and areas in another state or territory.

2. Application – Vehicles (Truck and Dog Combinations)

- (1) In addition to the vehicles specified in s7 of the Notice, truck and dog combinations may have access under this Schedule.

3. Condition - Stated areas and routes (General Access Truck and Dog Combinations)

- (1) Eligible vehicles set out in section 2 of this Schedule up to 19m in length have general access.

4. Conditions - Stated areas and routes (Restricted Access Truck and Dog Combinations)

- (1) Eligible vehicles set out in section 2 of this Schedule that are longer than 19m in length must qualify for access under a current Notice.

Example: In Queensland, a current notice for a truck and Dog Trailer might be the National Class 2 PBS Level 1 & 2A Truck And Dog Trailer Authorisation Notice 2016 (No.1), providing that the combination in question meets all of the requirements of that Notice.

- (2) An eligible truck and dog combination that has access under a current Notice may access the networks available under that Notice.
- (3) As well as complying with the requirements of this Notice, an eligible vehicle must comply with all of the conditions of the current Notice, except for:
 - a) *Height and width*: eligible vehicles may use the conditional height and width limits specified in s 12; and
 - b) *Applied conditions from Schedule 8 of the MDL Regulation*: eligible vehicles must always comply with the requirements in s15; and
 - c) Any special conditions set out in the Schedule of a participating jurisdiction.

Schedule 4 South Australia**1. Application - General**

- (1) This Schedule applies to eligible vehicles operating under this Notice in South Australia.
- (2) This Schedule applies to eligible vehicles operating in South Australia even if part of the journey includes routes and areas in another state or territory.

2. Application – Vehicles

- (1) No additional eligible vehicles or conditions other than in the Notice.

Schedule 5 Tasmania

1. Application - General

- (1) This Schedule applies to eligible vehicles operating under this Notice in Tasmania
- (2) This Schedule applies to eligible vehicles operating in Tasmania even if part of the journey includes routes and areas in another state or territory.

2. Application – Vehicles (Truck and Dog Combinations)

- (1) In addition to the vehicles specified in s7 of the Notice, truck and dog combinations may have access under this Schedule.

3. Condition - Stated areas and routes (General Access Truck and Trailer Combinations)

- (1) Eligible vehicles set out in section 2 of this Schedule up to 19m in length have general access.

Note: Truck and Dog trailers in Tasmania have general access under the or the Tasmanian Class 3 Heavy Vehicle Truck and Dog Trailer Combination Mass and Dimension Exemption (Notice) 2014. Such vehicles have access under this notice in s4 of this Schedule.

4. Conditions - Stated areas and routes (Restricted Access Truck and Trailer Combinations)

- (1) Eligible vehicles set out in section 2 of this Schedule that are longer than 19m in length must qualify for access under a current Notice.

Example: In Tasmania, a current notice for a truck and Dog Trailer might be the National Class 2 PBS Level 1 & 2A Truck And Dog Trailer Authorisation Notice 2016 (No.1), or the Tasmanian Class 3 Heavy Vehicle Truck and Dog Trailer Combination Mass and Dimension Exemption (Notice) 2014 (No. 1) providing that the combination in question meets all of the requirements of that Notice.

- (2) An eligible truck and dog combination that has access under a current Notice may access the networks available under that Notice.
- (3) As well as complying with the requirements of this Notice, an eligible vehicle must comply with all of the conditions of the current Notice, except for:
 - a) *Height and width:* eligible vehicles may use the conditional height and width limits specified in s12; and
 - b) *Applied conditions from Schedule 8 of the MDL Regulation:* eligible vehicles must always comply with the requirements in s15; and
 - c) Any special conditions set out in this Schedule.

Schedule 6 Victoria**1. Application - General**

- (1) This Schedule applies to eligible vehicles operating under this Notice in Victoria.
- (2) This Schedule applies to eligible vehicles operating in Victoria even if part of the journey includes routes and areas in another state or territory.

2. Application – Vehicles

- (1) No additional eligible vehicles or conditions other than in the Notice.

3.3 SCHOOL BUS DROP OFF AND PICK UP POINT REQUEST

File Number: REP18/1166
Author: Engineering Technical Manager
Authoriser: Engineering Technical Manager
Attachments: 1. Site Photo
2. Plan View
3. Drop Off/Pickup Area Damage

REPORT

Council has recently received representations in relation to the poor condition of the informal pick up / drop off area at Reefton. The area is used by adjacent residents, of which one user has a physical disability causing additional difficulty in utilising the site.

Site History

Council previously undertook work at this location in response to a similar request around 2015/2016 at RMS cost (estimate \$2k). This is a rare occurrence with type of work generally not funded by Council or RMS.

Since the work has been undertaken the area has been damaged and repaired at least once due to flooding and it is evident this area has again sustained minor damage due to flooding that is yet to be repaired.

Majority of the damage caused by flooding is due to the resident's access restricting the flow of water on the eastern side of the road. The water cannot get through the access culvert fast enough and builds up before it is forced to jump the road and in this process the pull off area is damaged. The pipe culvert has been present for many years, however the resident has recently had his driveway reconstructed and bitumen sealed which may be exacerbating the water over road issue.

There are 2 additional access points down stream of the resident's driveway that would likely adversely affect the flow of water on the eastern side of the road if the drainage issue at resident's driveway did not exist.

General Information Regarding School Bus Drop Off and Pick Up Points

Informal school bus drop off / pick areas up are not Councils responsibility and it is the responsibility of the parents and bus operator to agree of safe pickup / drop off locations. Council does give advice relating to location suitability from time to time.

Council does not construct or maintain drop off / pick up areas, however they generally get maintained when Council are undertaking routine maintenance grading or shoulder grading at the particular location.

Council funded improvement of drop off / pick up areas is difficult to support due to the dynamic nature of demand. There are many disused puck up drop off areas around rural areas of Temora that have become redundant as kids have left school and the need for service moves to and alternate location.

Further Consideration

There are 2 families that access a school bus at this location. Considering the site currently has multiple users, one with a disability and is located within a Council village, potentially this site could be treated differently to the remaining rural pickup / drop off points.

There are two established sealed drop off / pick up bays at Schlunkes Road and Stewarts Road (within 1.5km of Reefton).

To prevent continual reoccurrence of water crossing the road in heavy rain events potentially damaging the drop off / pick up area any work considered for this issue should include drainage repair.

Typically rural access points are the responsibility of the landowner and as such, costs associated with construction, maintenance and modification of these assets is borne by the landowner.

Budget Implications

Construct and bitumen seal a basic drop off and pick up point = \$10,000 - \$12,500 (estimate)

Accommodate improved drainage at 3 access points (1 Council owned) = \$7,500 (estimate)

Note: The above assumes no landowner contribution or RMS contribution.

COMMITTEE RESOLUTION 110/2018

Moved: Cr Claire McLaren

Seconded: Cr Dale Wiencke

That the Committee recommend to Council to carry out drainage work at the three access points at RMS cost and Council to grade the bus stop area.

CARRIED







3.4 WALK & TALK TOUR - INDUSTRIAL ESTATE

File Number: REP18/1170
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

Tuesday 2nd October, 2018 - INDUSTRIAL ESTATE

- **Temora Truck & Tractor Service (Mr Allan Gallagher)** – We have great Council, Excellent Councillors and Staff. Very happy with ‘Shipton Villas’ and Council’s support was tops!
- **Temora Veterinarian Clinic** – Busy but very happy with Council.
- **Moses & Son** – Very happy with Council and indicated they would be pleased to be involved with the Temora Agricultural Innovation Centre, if opportunities arose. They are looking forward to the completion of the accommodation units on his private residence. It’s for family/friends, but also for short stay accommodation.
- **Schulz Automotive** – Very happy with Council. Did have issue with drainage, but all sorted now and said ‘Thank you!’.
- **Temora Freight Service** – Like to see more businesses establish in industrial estate. Footpaths are too wide/road too narrow. Top, progressive Council.
- **Mekah Electrical** – ‘Good Council’, don’t chop trees down...
- **Irvine Signs** – Goldenfields Water have excessively high headworks charges that are a deterrent for businesses.
- **Preston Grain** – Issue with Bulk Head Road, still. Had their best 18 months trading since they’ve been in business, nearly 40 years. Very good Council.

Businesses that we visited appreciated, very much, us visiting them. Those businesses that were not seen will be visited in due course.

COMMITTEE RESOLUTION 111/2018

Moved: Cr Rick Firman
Seconded: Cr Kenneth Smith

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

AND FURTHER

To investigate options for Bulk Head Road upgrade.

CARRIED

Report by Cr Rick Firman and Cr Ken Smith

1 PARKING IN BRITANNIA STREET

Cr Oliver raised the issue of no line marking for parking in Britannia Street beside NRCC House and the opposite side of the road.

COMMITTEE RESOLUTION 112/2018

Moved: Cr Max Oliver

Seconded: Cr Dale Wiencke

The Committee recommended to Council that line marking be carried out in Britannia Street for parking beside NRCC House and the opposite side of the road.

CARRIED

2 LIGHTS AT LAKE ENTRANCE

Cr Oliver requested staff to investigate the lack of lighting at the entrance of Lake Centenary.

3 TREES - ROUNDHOUSE VICTORIA STREET

Cr Firman requested Council to investigate the planting of trees in Victoria Street at the old Railway Roundhouse site and in Camp Street.

COMMITTEE RESOLUTION 113/2018

Moved: Cr Rick Firman

Seconded: Cr Claire McLaren

The Committee recommended to Council to investigate the possible tree planting.

CARRIED

4 STRONGER COUNTRY COMMUNITIES FUND

Cr Firman advised that there would be an announcement of funding for Council projects on the 7 November 2018.

5 ARIAH PARK DUMP POINT

General Manager advised that a meeting has been arranged with relevant community members to discuss the issue.

4 CONFIDENTIAL REPORTS**COMMITTEE RESOLUTION 114/2018**

Moved: Cr Max Oliver

Seconded: Cr Dale Wiencke

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:

4.1 Safety Issues

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.

CARRIED

5 CLOSE MEETING

The Meeting closed at 3:25PM.

This is the minutes of the Assets & Operations Committee meeting held on Tuesday 9 October 2018.

.....

GENERAL MANAGER

.....

CHAIRMAN

7 DELEGATES REPORTS**1. CR WIENKCE**

Attended the Art Show at the Bundawarra Centre and extended the welcome on behalf of Council.

Attended the Risk Management Meeting on the 4 October 2018.

Attended the Bushfire Management Meeting.

Represented Council and welcomed everyone to the CWA 86th Conference.

2. CR SMITH

Attended the Springdale Progress Association meeting with Cr Max Oliver on Sunday 14 October. Everything is going well with the Committee and they have two new members.

Temora's Own Arts & Crafts were very happy with takings from the Warbirds Street Fest.

3. CR JUDD

Represented Council at the unveiling of Vearing's Road naming. The Vearing family were very appreciative of Council naming this road Vearings Road.

4. CR OLIVER

Attended the Police Remembrance Day in Wagga on 28 September, with morning tea at the Police Station following the service.

Attended the Temora & District Sports Council meeting on 17 October.

5. CR REINHOLD

Attended the Arts Prize at the Bundawarra Centre on 5 October 2018

Attended the Women's Network Annual General Meeting

Attended Warbirds Downunder and the evening function, and the war time era music at the Town Hall.

Motions Arts – Have released the 2019 Calendar and will be making a decision on the next musical.

6. CR SLEIGH

The Community Centre is going very well. In the last 12 months 11,559 people have gone through the doors of the Community Centre. Congratulations to all the staff involved.

7. CR MCLAREN

Attended the Warbirds Downunder.

Attended the annual Bunty Roles Dinner.

8. CR SINCLAIR

Represented Council at the Cassidys Road naming along with Cr Smith. Mr Brett Langfield also attended.

Attended the Lake Centenary Management Committee meeting. The Committee is keen to see the northern bank works done, and the Committee may have a small amount of money to contribute towards the works.

9. CR FIRMAN

Thank you to everyone who attended Dr Kamaths afternoon tea. Dr Kamath was very appreciative for the afternoon tea being held.

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

File Number: REP18/1142
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

3rd September – The Deputy Mayor (Cr Graham Sinclair) led a group of Councillors on our annual ‘Walk & Talk’ tour of the Temora central business district.

- Councillors commemorated our Australian National Flag day by flying our flag at the Council Chambers. It was this day in 1901 that our National flag was flown for the first time, at the Melbourne Exchange Building.

4th September – I had a meeting with Mrs Claire Maxwell, a teacher at St Anne’s Central School, re: Showcase of Talent performance.

5th September – I attended Council offices.

- I had a meeting with the Mayor of Cootamundra-Gundagai Regional Council, Mayor Abb McAllister.

7th September – I chaired the Riverina–Joint Organisation Executive meeting at Temora Shire Council Chambers.

8th September – I had the honour to officially open the ‘Shipton Villas’. This is an ongoing project of Dr Parry Homes Board, led by its Chairman, Mr Jeff Cornford. This was a great day with many local citizens in attendance. I was also joined at the ceremony by Deputy Mayor, Cr Sinclair, Cr Judd and Cr McLaren. We thank Dr Parry Homes Board’s – both past and present, for their important work in our Temora Shire.

10th September – I chaired a special Dry Times Preparedness Working Group meeting. This had various sections of the Temora Shire community represented, particularly the farming sector. The Deputy Mayor (Cr Sinclair), General Manager (Mr Lavelle) and Director of Finance & Administration (Mr Firth) were also in attendance. This was a very worthwhile gathering and we will meet again in mid-October to further assess the situation.

- I chaired a meeting of the Riverina-JO Implementation Board meeting held in Wagga.
- A Rural crime forum was hosted in Temora. The Deputy Mayor (Cr Sinclair), Cr Smith and I attended with other members of the Riverina Police District and members of the rural Shire and beyond. This is a major issue of concern and all of us have a role to play in assisting Police to catch the culprits. Congratulations to Supt Bob Noble and NSW Member for Cootamundra, Ms Steph Cooke MP on this positive initiative.

11th September – Councillors, Senior Staff and I attended Council Committee day.

- Councillors, Senior Staff and I attended the Heavy Vehicle Alternate Route meeting. Progress is being made.

12th September – I had an interview with Ms Anne Delaney at ABC Riverina. We discussed the REROC managed Southern Lights Project, plus Temora's upcoming WARBIRDS DOWNUNDER event.

- Councillors attended the official opening of the Temora Lions Club kitchen, at their headquarters. Our very own NSW Member for Cootamundra, Ms Steph Cooke MP had the honours.

13th September – Cr Ken Smith & I attended the annual St Anne's Showcase of Talent event at the Temora Memorial Town Hall. What a great night this was. The students were most impressive, the creativity, the costumes were all very well done. I was pleased to see a young Mayor of the future in young Charlie Cooper, who went to a lot of effort to imitate the current Mayor of Temora Shire...and did a very fine job.

14th September – The Deputy Mayor (Cr Sinclair), Cr Oliver and I attended FarmLink's annual Open Day. Congratulations to the Board Chairman, Mrs Lisa Anderson, Chief Executive Ms Cindy Cassidy, the staff and Board of FarmLink on hosting a great day at our Temora Agricultural Innovation Centre.

- I attended the official opening ceremony of the NSW Rural Fire Service Championships. I was joined by Cr Max Oliver and the General Manager, Mr Lavelle. This was a great occasion and one that I didn't expect. The bagpipes playing were rather stirring. Well done to all involved, particularly Supt Steve Holden, his Staff and the members of Temora Shire's RFS Brigades!
- I had an interview with the Temora Independent re: Scout Hall and Rate pegging limit.

15th September – Cr Nigel Judd OAM represented Council at the NSW RFS dinner at the Aviation Museum. With over 420 guests, Cr Judd was impressed with the manner in which the dinner was organised. Cr Judd sat next to NSW RFS Commissioner, Shane Fitzsimmons. The Commissioner also commended the Council and Temora Aviation Museum for support.

- Cr Lindy Reinhold represented Council at the Temora Rugby League's Annual Presentation Dinner. Cr Reinhold praised the Club for their hospitality, commending Club President, Mr Mark Hughes on his skills as a Master of Ceremonies.

16th September – Cr & Mrs Ken Smith represented Council at the official closing ceremony of the NSW RFS Championships, held at the picturesque Lake Centenary.

Congratulations are extended to Bland/Temora Zone's Supt Steve Holden and his team on ensuring the Championships went off without a hitch.

17th September – I attended Council offices.

18th September – I attended Council offices.

19th September – The Deputy Mayor and I attended a meeting of Council Executive.

- I held a meeting at the Chambers with the General Manager.
- I rang the former Mayor of Bland Shire, Cr Tony Lord, thanking him for his service as Mayor for the past two years. Cr Lord has been and will continue to be a fierce advocate for his Shire community. I also rang the newly elected Mayor of Bland Shire, Cr Brian Monaghan, to congratulate him on his election to the role.
- Councillors, the General Manager and I hosted a meeting with representatives from the Temora Rugby League Football Club.
- I chaired the Temora & District Sports Council Delegates meeting. Cr Max Oliver was also in attendance.

20th September – I chaired the monthly Council meeting whereby we elected our Mayor and Deputy Mayor for the ensuing two years. Cr Sinclair was again re-elected, unopposed as our Deputy Mayor and I was honoured to have been selected as Mayor for what will be my seventh and eighth year in the role. It is a real privilege when your community elected you as one of their Councillors, and it is even more significant when ones colleagues believe you are the right one to lead them. We have an exceptional team of Councillors & Staff and there are some very exciting times ahead for Temora Shire.

- The General Manager and I attended a meeting with the Principal of Temora Security Service, Mr Darryl Evans.

21st September – I had a meeting with a Ratepayer.

- The Economic Development Manager and I met with a gentleman to discuss a potential business venture.
- Cr Max Oliver, Cr Lindy Reinhold and I attended the annual Drumbeat Concert, hosted by the Temora Community Centre's Youth & Community Support Officer, Mrs Anne Macauley. This was again an enjoyable event and we commend Mrs Macauley, the Community Centre and the young lads from Temora High and Temora Public for their involvement.

22nd September – The 133rd annual Temora Show was held. Council congratulates Show Society President, Ms Jone Pavelic, her Committee, Stewards and Volunteers on continuing a great Temora tradition!

23rd September – Temora Greyhound Racing Club hosted a heat of the Million Dollar Chase. This is a great achievement for a Club who has been through a great deal in recent times. Well done to Club President, Mr Bill Schwencke and his team on running a 'top notch' Club.

24th September – The Deputy Mayor (Cr Sinclair) Cr Sleigh and I attended the Temora Local Health Advisory Committee (LHAC) meeting.

- I had a meeting with Deputy Mayor (Cr Sinclair), General Manager, Director of Environmental Services.
- I conducted an interview with WIN News re: Council's initiative of finding new Doctors.

25th September – Cr Max Oliver and I attended the monthly Temora Police & Community Committee meeting.

26th September – I attended Council offices.

27th September – I chaired a meeting of the Riverina-Joint Organisation Implementation Group in Wagga, accompanied by the Director of Administration & Finance (Mr Steve Firth). We are preparing for our first Board meeting on Friday 19th October.

- I had the honour of naturalizing three new Australian citizens. This is a really special occasion.
- I had a meeting of the Temora Disability Services Expo working group.
- I hosted Master Charlie Cooper and his mother, Mrs Anne Cooper, for afternoon tea. Charlie played me in the recent St Anne's Showcase of Talent performance. I gave Charlie and Mrs Cooper a tour of the Chambers and they seemed most impressed.
- I had a meeting with Mrs Sue Wylie and Mrs Toni Smart re: Temora & District Education Fund.
- I attended the annual general meeting of the Temora & District Education Fund. I was very pleased to have re-elected as Chairman of the Board. My thanks to all current and past Board members together with sponsors, for their significant support. I thank Mrs Sue Wylie for being elected as the new Secretary, and Mrs Smart for her previous, dedicated service.
- The Deputy Mayor (Cr Sinclair) represented Council at the Australian Crop Dinner, held at the Aviation Museum.
- The Deputy Mayor (Cr Sinclair) attended a regional economic development forum, at the Temora Railway Precinct.

28th September – Deputy Mayor, Cr Sleigh and I had a meeting.

- I had a teleconference with our Federal Member & Deputy Prime Minister, the Hon Michael McCormack MP re: various local issues.
- Cassidy Road was officially named by our Deputy Mayor, Cr Sinclair with several Councillors and staff also I attendance.

29th September – My mother (Mrs Beth Firman) and I selected the Mayor's Choice award for the Hot Rods show and shine display at the beautiful Lake Centenary. Nearly 100 cars were there. This is a fantastic annual tradition and we owe Mr Les Buckley and his team of volunteers a great deal of our warm thanks!

30th September – Great to see Temora Shire's Joe Stimson run onto the NRL Grand Final field in Sydney. It was unfortunate Mr Stimson's side didn't win the Premiership; however, I'm certain it

was an honour for him to be part of it. Well done to another local NRL Rugby league rising star, Mr Zac Lomax. He too has a season to remember!

- Cr & Mrs Ken Smith attended the Hot Rod and Regency Ramblers dinner at the Temora Memorial Town Hall. Nearly \$6,500 was raised for CANASSIST, which has Cr Smith as its President. This is a tremendous effort and our thanks to all involved in organising a top weekend.

RESOLUTION 244/2018

Moved: Cr Kenneth Smith

Seconded: Cr Dennis Sleigh

It was resolved that the Mayors report be noted.

CARRIED

Report by Mayor Rick Firman OAM

9 STAFF REPORTS

RESOLUTION 245/2018

Moved: Cr Nigel Judd

Seconded: Cr Graham Sinclair

It was resolved that Council receive Staff reports.

CARRIED

10 GENERAL MANAGER**10.1 CALENDAR OF EVENTS - OCTOBER 2018**

File Number: REP18/1141
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT**October 2018**

3rd Town Hall Theatre
Committee Room – 6:00PM
DELEGATE: Cr Reinhold

4th REROC Meeting
9:30AM Wagga
DELEGATE: Cr Firman

9th Committee Meetings

15th Imagine Temora Committee Meeting
Council Chambers at 5:00 PM
DELEGATE: Cr Sleigh

17th Temora & District Sports Council Meeting
Temora Ex-Services Club - 6:30 PM
DELEGATES: Cr Firman, Cr Oliver

18th Council Meeting

19th Riverina JO & REROC Meeting
Wagga
DELEGATE: Cr Firman

25th TBEG Meeting
Temora Hotel at 4:30 PM
DELEGATE: Cr Reinhold

25th Rural Ratepayer Forum – Bectric Hall
10:00am

31st Riverina Regional Library
9:30am – Wagga
DELEGATE: Cr Sleigh

November 2018

7th Town Hall Theatre
Committee Room – 6:00PM
DELEGATE: Cr Reinhold

8th Rural Museum
7:30PM Bundawarra Centre
DELEGATE: Cr Smith, Cr Oliver

6th Committee Meetings

19th Imagine Temora Committee Meeting
Council Chambers at 5:00 PM

21st **DELEGATE: Cr Sleigh**
Temora & District Sports Council Meeting
Temora Ex-Services Club - 6:30 PM

15th **DELEGATES: Cr Firman, Cr Oliver**
Council Meeting

29th TBEG Meeting
Temora Hotel at 4:30 PM

DELEGATE: Cr Reinhold


RESOLUTION 246/2018

Moved: Cr Dale Wiencke

Seconded: Cr Graham Sinclair

It was resolved that the Calendar of Events be noted.

CARRIED

10.2 OPERATIONAL PLAN REVIEW - QUARTER 1 2018/2019**File Number:** REP18/1191**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Operational Plan [↓](#) **REPORT**

Report on the progress to Quarter 1 2018/2019 Operational Plan review.

RESOLUTION 247/2018

Moved: Cr Dale Wiencke

Seconded: Cr Max Oliver

It was resolved that Council considers the report.

CARRIED

Report by Gary Lavelle



**TEMORA SHIRE COUNCIL
OPERATIONAL PLAN
QUARTER 1 – 2018/19
REVIEW**

Administration

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

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

To provide efficient and effective secretarial/clerical, reception, information technology, and financial support services for Council to internal and external customers, which meet the needs of the customer

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Civica - Investigate the implementation of Online Requisitions	Jacqui Hall	System installed	Progressing	▲	50%	Demonstration of product received in April 2018, upgrade to V7.1 to be done prior to any decision on implementation of OLR. Awaiting firm quote.
Complete implementation and optimisation of Content Manager 9 including training of staff	Kurt Tinnock	Implementation completed	Progressing	▲	50%	Engaged 3rd party to have a webinar with Content Manager user group to answer any questions and take a look at Council CM9 configuration to recommend areas of improvement.
Continually review and test all internal procedures	Jacqui Hall	Test completed	Progressing	▲	25%	Rates procedures are near completion. Reception procedures currently under review.
Continually review the use of Cloud technology for business applications	Kurt Tinnock	Investigation concluded	Progressing	▲	50%	Ongoing. Last piece of cloud software introduced was Rywer
Continuation of a compliant internal audit program	Gary Lavelle	Program implemented	Progressing	▲	25%	Program continued

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Continue to develop and maintain internal and external user guides for Council IT systems	Kurt Tinnock	Guides completed	Progressing	▲	60%	Ongoing
Continue to maximise the opportunity to use technology to automate processes through Authority, GIS, and 3rd Party applications	Kurt Tinnock	Adaptation of technology	Progressing	▲	70%	Ongoing Link between Authority and Intramaps for Cemetery burials is in the testing phase
Develop a system to test, evaluate and record (database) all hardware and software	Kurt Tinnock	Database completed	Not Progressing		0%	Not required
Develop ICT strategic plan	Kurt Tinnock	Plan developed	Progressing	▲	20%	Not yet completed
Develop IT disaster recovery plan in conjunction with business continuity plan	Kurt Tinnock	Plan developed	Progressing	▲	20%	Not yet completed
Develop procedures for person specific roles and introduce review sheets for each procedure	Jacqui Hall	Procedures completed	Progressing	▲	25%	Ongoing task - review of current procedures currently underway.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Develop Records Management strategy and development plan	Steve Firth	Strategy developed	Progressing	▲	25%	Training on TRIM will be provided when the update of Civica Authority is completed. The updated system will require all staff to undergo refresher training. The development of a strategy and plan to move forward is heavily dependent on suitability and skill levels of relevant staff. This is being considered in conjunction with the upgrade of the system.
Investigate the implementation of LG Solutions Software (Pulse)	Gary Lavelle	System installed	Progressing	▲	10%	Reviewing a number of products. Demonstrations arranged.
Power Budget - Investigate payroll module	Jacqui Hall	Investigation complete	Completed	●	100%	Demonstration was held and decision made not to proceed.
Review the options for the provision of Council staff intranet	Cathy New	Review conducted	Progressing	▲	5%	Under review.
Civica - Implement inspection reporting module	Kris Dunstan	Implement module	Progressing	▲	30%	Still awaiting for advice from Civica. A temporary Freeware solution being utilised for reporting in the interim.
Civica - Implement Strategic Asset Management and Maintenance Scheduling	Jacqui Hall	Implement module	Progressing	▲	25%	Demonstration received for relevant Engineering and Finance staff. Awaiting implementation of Civica V7.1 and firm quote to progress.






Airport

Key Function - Temora Aerodrome

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

To develop and market the airport as a premier tourist attraction and first rate facility for recreational aviation enthusiasts, plus promote both the commercial and residential aerodrome development in order to attract business and residents to Temora

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Continually review management and staffing at Temora Airport	Rob Fisher	Review conducted	Not Progressing		0%	No Action
Continue to advocate for the re-installation of TAF services at Temora Aerodrome including relocation of weather station to enable widening of grass strip	Rob Fisher	Submission made	Progressing	▲	25%	Resubmitted request in May 2018 to Federal Government. A response received in August stated that the Bureau of Meteorology would be undertaking a review of government funded TAF services in the 18/19 FY.
Data collection, asset register and mapping of aerodrome assets	Rob Fisher	Collection complete	Progressing	▲	50%	Ongoing. Majority of assets captured. Register and mapping outstanding.
Develop plan for drainage upgrade for Temora Airport - Referred from 2017/18 Operational Plan.	Rob Fisher		Progressing	▲	75%	No action from last FY. Data collected. Design outstanding.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Implement the finding of the adopted Airport Management Plan	Rob Fisher	Plan implemented	Not Progressing		0%	No Action.
Investigate relocation of weather station at Temora Airport to enable widening of the grass strip - Referred from 2017/18 Operational Plan.	Rob Fisher		Not Progressing		0%	No Action.
Review airside security issues including policies and signage	Rob Fisher	Report to Council	Not Progressing		0%	No action.
Temora Aerodrome - Concrete driveway and retaining wall at Council Hangar	Bimal Shah	Project completed	Not Progressing		0%	No action
Temora Aerodrome - Develop facility for agricultural use	Bimal Shah	Project completed	Progressing		25%	Earthworks completed

Aged & Special Needs Care

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

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

- **To provide frail, older people and young people with disabilities and the carers of these people with a range of basic services to enable them to live comfortably in their own homes and avoid inappropriate or premature institutionalization, and:**
 - **To provide an environment for our senior citizens that is safe, well serviced and meets the expectations of residents**

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Advocacy and Lobbying on behalf of private aged care providers	Gary Lavelle	Advise activities to Council	Progressing	▲	25%	Ongoing advocacy
Attendance and participation in Interagency Meetings by relevant staff including Pinnacle, Youth and Community Services	Amanda Gay	Attendance at meetings and referral of minutes to Council	Progressing	▲	25%	Have attended all inter-agency meeting and working closely with Manager Debra Patterson to deliver some collaborative projects in 2019.
Consider access issues at local parks, including removal of edging to allow wheelchair access	Rob Fisher	Review by access committee	Progressing	▲	50%	Draft recreation and open space policy is nearing completion. Awaiting input/comment from NSW Open Space and Parkland representatives prior to formalisation.
Consider access issues at sporting grounds	Kris Dunstan	Review by access committee	Progressing	▲	30%	Process commenced following the formation of the Access and Equity Committee meeting. Ongoing. Recommendations being acted upon on a staged process within budgetary constraints.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Continue to maintain Pinnacle Service levels to meet the needs of clients	Sheree Axtell	Preservation of levels of service	Progressing		25%	Increase in service demands for both Aged Care & Disability. Active ongoing recruitment of support staff required to maintain current & increasing levels of services requested.
Create a positive ageing expo/ information session	Claire Golder	Hold event at least annually	Completed		100%	Positive Ageing Expo held as part of Seniors Week. Folders containing information for seniors living in Temora Shire have been distributed.
Create awareness of the Positive Ageing Working Group with the community, local members of parliament, Murrumbidgee Primary Health Network and Murrumbidgee Local Health District.	Claire Golder	Information provided to stakeholders	Progressing		25%	Letter sent to inform Member for Cootamundra Steph Cooke MP about the Positive Ageing Working Group.
Deliver access and inclusion training to Council staff and community leaders	Amanda Gay	Training provided	Progressing		20%	Still working towards.
Develop and deliver a promotions plan	Kate Slapp	Preparation of	Progressing		25%	The Positive Ageing Folder is now in circulation and updates are recorded for when we look to print the next lot. Pinnacle

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
about how to access aged care services in Temora Shire using digital media and information flyers covering relevant topics including medical services, transportation and home modifications		documents				presence on social media remains active and is often cross promoted on the Temora Shire Council social media posts.
Include images of people with disabilities in Council publications	Kate Slapp	Increased diversity in photos	Progressing	▲	25%	Pinnacle provide many photos for social media that generate a good deal of activity on social media.
Investigate options for disability and independent living in Temora Shire	Steve Firth	Report to Council	Progressing	▲	25%	Currently have rented premises with three residents for supported independent living. In the long term council is considering the allocation of a portion of the land in Apollo Place for construction of relevant accommodation.
Maintain a Temora Shire Disability Inclusion Action Plan	Sheree Axtell	Report to Council	Progressing	▲	25%	Working towards meeting and maintaining strategies within the Disability Inclusion Action Plan.
Monitor finances to ensure that Pinnacle Services are provided at no net cost to Council	Steve Firth	Achievement of break-even status	Progressing	▲	25%	Pinnacle Community Services has increased from an income of \$2 million to approximately \$3.5 million with the introduction of NDIS and Home Care packages. This has seen a large increase in staff numbers but it does ensure that the services are supplied at no net cost to council.
Promote the availability of transport facilities through Pinnacle Services	Sheree Axtell	Advertise availability electronically	Progressing	▲	25%	Ongoing promotion of transport options is advertised on social media, websites.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Promotion of Pinnacle Community Services as a provider of choice for disability services	Sheree Axtell	Increase in client base	Progressing		25%	With the transition from previous state disability funding to the (National Disability Insurance Scheme)NDIS, Pinnacle Community Services maintained existing client levels and through promotion has increased the disability client base. Expansion of service types deliverable under the NDIS has increased our annual funding to approx. \$1.5million (increased from \$500,000 previous financial year).
Provide disability awareness training to staff, new and current, as well as Councillors	Cathy New	Provision of training	Not Progressing		0%	No action at this stage.
Provide disabled car park spaces that meet the needs of the community in conjunction with the Access and Equity Committee	Rob Fisher	Review by access committee	Progressing		60%	Review underway, expect a report to Access and Equity Committee prior to Christmas.
Provide donation equivalent to 25% of General rate to the following: • Dr Parry Homes • Ariah Park Senior Housing, • Temora Senior Citizens Group, • Ariah Park CWA	Jacqui Hall	Donation made	Completed		100%	Donations provided
Provide information linkages to National Disability Insurance Scheme (NDIS)	Sheree Axtell	Linkage provided	Progressing		25%	NDIS information is included in Pinnacle Community Services website, and other promotional materials. Staff with extensive NDIS knowledge is located in all offices to provide information for phone enquires or walk ins.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Regular promotion of health services	Kate Slapp	Services promoted	Progressing		25%	This is an ongoing program that is assisted when information is provided to the Communications Officer to be fed out through media channels.
Review access to public buildings and businesses in conjunction with TBEG and Access and Equity Committee	Sheree Axtell	Access report to Council	Progressing		25%	Pinnacle representative on Access and Equity Committee to review public buildings & businesses access when required.
Review Council employment policy to address local and social benefit	Cathy New	Review conducted	Not Progressing		0%	No Action.
Review of opportunities to develop arts based programs under NDIS	Amanda Gay	Review completed	Progressing		10%	to be considered in conjunction with new art complex
Review the hours of operation for Community Transport to include weekends and public holidays	Sheree Axtell	Review conducted	Progressing		25%	Survey conducted for hours of operation for Community Transport. Plan to be developed for a trial of operating on weekends & public holidays.
Support for the Access and Equity Committee to inform Council processes relating to disabled, aged and mothers with young children	Amanda Gay	Effective operation of Committee	Completed		100%	Have support the Access and Equity Committee and assisted with issues relating to people with disability, parents with children and Older person within our community. Attended an ACCESS Workshop at the UndramaticArt Centre Conducted a Tour of Council Parks and Toilets




Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Support of the Positive Ageing Working Group	Claire Golder	Meet at least 6 times per year	Progressing	▲	25%	Group is continuing to meet every 3-4 months. Current project is "Be Connected - Technology for Seniors".
Support the increased capacity for seniors accommodation offerings in Temora	Craig Sinclair	Advise activities to Council	Progressing	▲	25%	Ongoing communication with the Whiddon Group regarding their plans to expand Narraburra Lodge
Undertake My Aged Care Regional Assessment under contract to Community Options Australia	Sheree Axtell	Assessments conducted	Progressing	▲	25%	Assessments completed for all referrals received from My Aged Care Regional Assessment services. Total assessments for reporting period - 35 (July - 10, August - 17, September - 8). Total income for this quarter - \$13,629.00 (inc GST).
Use social media and information flyers to create awareness of who can access Community Transport and how to use this service	Sheree Axtell	Increased usage	Progressing	▲	25%	Promotion of transport services through social media and flyers ongoing. Transport service usage has increased by 22% compared to same period last year.
Utilise the My Aged Care portal Central Intake and Referral distribution to Pinnacle for Home Support Services (funded to 30 June 2020)	Sheree Axtell	Referrals received	Progressing	▲	25%	71 new referrals received for reporting period though My Aged Care portal intake (Temora - 43, Coota - 26, Leeton - 2).

Commercial Services

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

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

To provide Commercial Facilities that supports the economic development of Temora Shire at minimum cost to council.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Provide budget to enable the continued operation of Temora Agricultural Innovation Centre including review of commercial partnership arrangements	Steve Firth	Budget provided	Progressing		25%	Providing the continued operation of TAIC at a reasonable cost and ultimately to provide a self-sustaining facility is governed to a large extent by the trial partners we are able to attract and the commercial arrangements we are able to negotiate. Council is having ongoing consultations with our farm manager (Farmlink) regarding what is suitable to both parties.
Provide comprehensive review of the operations of TAIC, considering Councils financial exposure and seeking additional revenue streams for TAIC	Steve Firth	Report to Council	Progressing		25%	Ongoing consultations with farm manager (Farmlink). Farmlink are in discussion with a number of potential partners to make use of the irrigation potential. This will ensure a regular income stream to offset the vagaries of the weather and its effect on the potential income. Following discussions with Farmlink a report will be presented to Council.
Temora Saleyards - Consider options for the long term use of land	Rob Fisher	Report to Council	Not Progressing		0%	No action.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Temora Saleyards - Decommission truck wash	Rob Fisher	Truck wash decommissioned	Not Progressing		0%	No action.
Temora Saleyards - Physical closure	Bimal Shah	Closure of yards	Progressing	▲	80%	All yards removed. Physical closure complete.

Communications






Key Function - Narraburra News, Social Media, Websites

To provide Community Services to Temora Shire residents that meet needs in terms of community, cultural and education for the targeted demographic

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Acknowledgement of volunteers through Narraburra News and digital media	Kate Slapp	Monthly articles in Narraburra News Promotion of events	Progressing	▲	25%	Volunteers and other supports receive 'air time' on both social media and in the Narraburra News fairly regularly.
Communicate with residents about the progress in the roll out of NBN and mobile towers in Temora Shire	Kate Slapp	Information disseminated	Progressing	▲	25%	When information has been provided notices have gone on social media and in the Narraburra News.
Continue to publish regular material on the Youth function in the Narraburra News	Kate Slapp	Monthly article in Narraburra News	Progressing	▲	25%	Collaborating with the Youth Officers has meant very regular Narraburra News articles as well as Facebook and Instagram presence.
Continue with regular job vacancy mailer and social media posts	Kate Slapp	Increased employment capacity	Progressing	▲	25%	A mail out to potential Country Changers and other registered people is sent out at least once a month. There are approximately 385 people on the mailing list.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Create program content and resources based on youth vision, which cover print, broadcast and internet media	Kate Slapp	Content created	Progressing	▲	25%	Is it possible this should be a Youth Officer Action? Communications play a large role in Youth promotion and there is a lot of collaboration between the departments to promote and encourage the work of the Youth Teams.
Disseminate grant information to relevant stakeholders	Craig Sinclair	Stakeholders informed	Progressing	▲	25%	Communication on grants information disseminated via email, social media or direct contact where appropriate.
Ensure information on digital platforms is current and accurate	Kate Slapp	Complaints regarding information	Progressing	▲	25%	This is an ongoing task that is dealt with as the need arises.
Hold an annual meeting with rural ratepayers in rural localities on a rotational basis to discuss locality issues in conjunction with the local Councillor	Gary Lavelle	Arrange meeting	Progressing	▲	25%	Meeting to be held at Bectric in late October 2018
Include images of people with a disability, information on NDIS and other disability services in new residents packs	Ann Pike	Included in new residents pack	Progressing	▲	25%	Information sought from Pinnacle to include in welcome packs
Maintain current and accurate information on Council websites	Kate Slapp	Regular updates of site	Progressing	▲	25%	This is an ongoing task that is dealt with as the need arises.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Promote arts and cultural events through council media outlets including websites, facebook and 'whats on' in Narraburra News	Kate Slapp	All events advertised	Progressing	▲	25%	Working in close collaboration with the Community Services Officer, council events are promoted on all available platforms. Private events are included on our "What's On" page on www.temora.com.au and listed on the back page of the Narraburra News each month.
Promote the achievements of Temora Shire residents through the 'Home grown heroes' program	Kate Slapp	Continuation of program	Progressing	▲	25%	Whilst this program remains popular, this program will continue. Time to manage this project has become slightly more difficult due to the move to have all production completed by the Communications Officer alone, but it will continue to be done.
Provide a current and upcoming works program in the Narraburra News	Kate Slapp	Report included in Narraburra News	Progressing	▲	25%	Collaborations with the Engineering and Environmental & Planning departments sees the Narraburra News disseminating information on works projects regularly.
Provide an easy format flyer advising of volunteer opportunities in the community	Kate Slapp	Provision of flyer	Progressing	▲	25%	This is a "to do" item at the moment.
Provide information about child care and early learning options in Temora on Council website, social media, new resident packs.	Kate Slapp	Information disseminated	Progressing	▲	25%	When information becomes available the information is fed out. A specific program to advertise child care options is in the "to do" list at the moment.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Provide relevant information about housing, services, facilities and opportunities for community involvement to potential new residents	Ann Pike	Currency of information	Progressing		25%	Updated info on housing availability services and opportunities are included in welcome packs to new residents
Remain active on social media sites to ensure that issues affecting Council are identified	Kate Slapp	Early identification of issues	Progressing		25%	Council's social media platforms are very active
Review content and distribution of Narraburra News to ensure that the impact and spread is optimised	Kate Slapp	Review completed	Progressing		25%	The Narraburra News is currently under scrutiny with the intention of creating very clear guidelines as to what information Council wishes to project, and what must be excluded.
Review Council websites to ensure mobile optimisation	Kurt Tinnock	Review conducted	Progressing		30%	Working with Communications Officer to come up with options to upgrade website with Web123 or using a different platform called Open Cities
Support the concept of conducting a Survey to gain the Residents feedback	Gary Lavelle	Review currency of information	Completed		0%	Not required in current year

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
and review mechanisms for ratepayers to provide ongoing feedback to Council (Next survey 2021)		for survey				
Undertake a Walk and Talk Tour of Temora for Councillors	Gary Lavelle	Tour undertaken	Completed		100%	Walk and Talk tour conducted
Update the Direct Me guide	Kate Slapp	Currency of document	Progressing		25%	The Communications Officer has asked for the original file of the Direct Me Booklet several times but has still never received it. This is on the "to-do" list.
Upgraded use of digital media platforms to communicate with residents	Kate Slapp	Increased followers and hits	Progressing		25%	Collaborations with the I.T Manager have brought us to the agreement that we need to update our website to make its use far more interactive for residents. This is in progress with the intention of a plan and report being prepared in the near future.
Use Council communications outlets to advise of volunteering opportunities	Kate Slapp	Advice to community	Progressing		25%	As information is provided to the Communications Officer it is sent out through our media channels. There are several "to-do" projects that cover this action in the works.



Community Services

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

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

To provide Community Services to Temora Shire residents that meet needs in terms of community, cultural and education for the targeted demographic

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Ariah Park Library - Review options for operation	Wendy Manning	Report adopted by Council	Progressing	▲	25%	Initial review conducted and reported to Council
Arts and Culture - Review of opportunities to develop arts based programs under NDIS - Referred from 2017/18 Operational Plan.	Amanda Gay		Progressing	▲	60%	Spoken with Pinnacle Manager awaiting the outcome of grant to determine the direction and scale.
Arts and Culture - Act as host of the 2018 Bald Archys	Amanda Gay	Exhibition held	Progressing	▲	95%	Exhibition bumps in 1 of November and will be hung in Bundawarrah Centre for the opening on 09 November 2018. Exhibition will run until the first week in December.
Arts and Culture - Arrange visit by the National Gallery guides	Amanda Gay	Trip undertaken	Progressing	▲	70%	Working with Libby Hanlon and the National Gallery Guides for tour to take place May 2919

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Arts and Culture - Conduct Temora Shire Council Art Prize	Amanda Gay	Competition held	Completed		100%	Entry form completed Advertising completed Judge booked - Yanni Johns ABC Riverina Exhibition curated and hung Exhibition Opening Night event Friday 5 October 2018 Exhibition running until November 2018 Exhibition Opening with Councillor Dale Wiencke went very well, entries up from 131 to 169 and attendance was strong. This was a very successful event and has the foundation to be built into a major regional art prize. To develop the event into such would require substantially increase the prize moneys, reducing the sections, charging an entry fee and hosting Artists in Residence over the duration of event. The CCSO has interest from individuals wishing to assist with building the profile and funding.
Arts and Culture - Develop activating unique spaces for cultural events	Amanda Gay	Development of site audit	Progressing		95%	Activating Unusual Spaces is delivering its third event Friday 12 October. Very successful idea that has had many people re-imagining these spaces for future use. ABC Radio features a 7 minutes story on Activating Unusual Spaces in Temora Yainni Johns (ABC) and the CCSO walked through the space and talked about the history the

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
						<p>ambiance and the success of such events .</p> <p>Mike McClellan is returning to Temora 22 - 29 March 2019 to perform at Moonbucca Station Woolshed</p> <p>James Blundell is coming to Temora in September 2019 proposed venue is Moonbucca Station Woolshed however another interesting venue has not been ruled out.</p>
Arts and Culture - Investigate suitable temporary sculpture spaces in Temora and at Lake Centenary	Amanda Gay	Review conducted	Progressing	▲	70%	<p>Suitable short-term sculpture spaces have been identified both at Lake Centenary and in Temora.</p> <p>A report with photos and details on how to develop the sculpture spaces/locations into sculptures by the lake annual event.</p>
Arts and Culture - Maintain membership of Eastern Riverina Arts	Amanda Gay	Retention of numbers	Progressing	▲	25%	<p>Maintained and attended.</p> <p>Temora Shire Council hosted the ERA annual Arts and Cultural Conference 29 August 2018 SHIFT .</p> <p>CCSO will attend ArtSate in Bathurst with Eastern Riverina Arts Team.</p>
Arts and Culture - Provision of budget to enable access to no cost Eastern Riverina Arts (and others) programs	Amanda Gay	Budget provided	Progressing	▲	5%	<p>Still working towards.</p>
Arts and Culture - Support Temora and District Visual Arts	Gary Lavelle	Support given as	Progressing	▲	50%	<p>Grant application under the Regional Cultural Fund submitted.</p>

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Committee in their efforts in accessing grant funding or other means to purchase the Scout Hall.		requested				
Develop a Greeter Network to assist integration into the community	Ann Pike	Greeters network established	Not Progressing		0%	No progress.
Develop opportunities for the conduct of Artisan Markets	Amanda Gay	Markets conducted without impact on business	Progressing	▲	50%	Have delivered Markets at appropriate events in 2018. The CCSSO is currently working with makers, creatives and growers from Griffith to deliver 4 seasonal markets in 2019 the first to be held in May 2018 - Autumn Makers Markets.
Establish a Sister City Committee to determine activities and future strategies	Amanda Gay	Committee established	Progressing	▲	40%	Advertised October committee will be established November. Former Councillors Broad and Speirs have expressed their wish to be part of the committee. Delivered Yoga workshops with Sandeep Verdi
Hold a creative Lifestyle Expo	Amanda Gay	Successful Expo held	Progressing	▲	40%	Have invited Oscar to deliver Food Handling Workshops for Sec 355 committees This will not happen in 2018 as it is not possible to deliver so many large events in one year. Proposed to deliver Autumn 2019. Temora Shire Council need to take a good look at the number of events and projects deliver by on person.
Hold a welcome function for new	Amanda Gay	Event held	Progressing	▲	95%	Was to happen on 9 November 2018 however, now waiting on a new date from the Mayor.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
residents						Will be delivered by end of November 2018.
Host an Afternoon Tea for carers	Sheree Axtell	Function held	Progressing	▲	75%	Carers afternoon tea will be held during National Carers Week - Friday 19th October 2018. Advertising ongoing until event is held.
Imagine Temora - Broaden the scope of the Lifestyle Cell	Amanda Gay	Increased programs	Progressing	▲	60%	Workshops have been expanded to include Japanese cooking and six creative writing workshops. If the Cultural grant is successful further expansion will follow.
Imagine Temora - Provision of an annual budget for the use within Council guidelines	Amanda Gay	Budget allocation and accountability	Progressing	▲	25%	Still in progress.
Lake Centenary - Investigate grant opportunities for funding of community activities at the Lake	Amanda Gay	Grants investigated and applied for	Progressing	▲	20%	Still in progress.
Partner with Bland Shire regarding family day care provision.	Steve Firth	Annual review of scheme by Council	Progressing	▲	25%	Council provides assistance in advertising Family Day Care services and assistance in recruiting new providers.
Partner with SWWCC to establish and promote access to free public Wi-Fi in key areas	Craig Sinclair	Provision of Wi-Fi	Progressing	▲	25%	Met with the new owners of SWCC to discuss requirements. Kurt has been progressing the installation.
Provision of a	Jacqui Hall	Donation	Progressing	▲	25%	Request given to Finance Officer to process.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
donation equivalent to rates for the Ariah Park Community Hall		Made				
Springdale Memorial Hall - Provide financial support to Committee	Kris Dunstan	Funds allocated	Progressing	▲	50%	Majority of 2018/19 Funds are proposed to be utilised for Switchboard and power upgrades for the hall. Planning and quotations received. Works to be carried out in Q2.
Support events determined by resolution of Council and the following events (at a minimum) , <ul style="list-style-type: none"> Seniors Festival Youth Week Local Government Week NAIDOC Day International Women's Day Australia Day Volunteers Week Mary Gilmore Festival including seeking grant funding for those events 	Amanda Gay	Conduct of successful event	Progressing	▲	25%	Delivered Seniors Festival Event Volunteer Summit and bus trip Volunteer awards Local Government Week Local Government Local Government Week Careers Day REROC Youth Forum Temora Women's Network - Embrace Grandparents Day Grants application Seniors Festival Grant application

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Temora Memorial Town Hall - Support volunteers associated with Temora Town Hall Theatre	Kris Dunstan	Support provided	Progressing	▲	25%	Ongoing. Volunteer retention continues to be good.
NRCC House - Undertake upgrade of kitchen and toilets at Temora Library utilising grants and own source funds	Kris Dunstan	Completion of project	Progressing	▲	60%	Kitchen Upgrade work completed. Toilets still to be assessed.
Temora Memorial Town Hall - Foyer Upgrade	Kris Dunstan	Project completed on budget	Progressing	▲	10%	Planning nearing finalisation, Tenders to be let in October, 2018.
Temora Memorial Town Hall - Replace asbestos roof during refurbishment	Kris Dunstan	Project completed	Not Progressing	▬▬	0%	Quotation Received. Tender accepted. Work to commence in Jan 2019.
Temora Memorial Town Hall - Upgrade lighting and sound equipment and refurbish main hall	Kris Dunstan	Project completed on budget	Progressing	▲	20%	Design nearing finalisation, recommended tender to be put to Council for acceptance at Octobers Council Meeting.

Economic Development, Tourism & Resident Attraction

Key Functions - Economic Development, Tourism

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

To create an environment which encourages growth in existing businesses and maximise opportunities for external business investment in the Temora Shire and grows population, recognising tourism as an important industry within the community

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Continually build rapport with relevant politicians	Craig Sinclair	Maintenance of relationships	Progressing	▲	25%	Ongoing communications with relevant politicians including John Barilaro and Steph Cooke who I caught up with at the Nationals dinner in Temora.
Develop priority projects to 'shovel ready' in order to take advantage of funding opportunities as they arise.	Craig Sinclair	Development of projects and submission to Council	Progressing	▲	25%	Currently working on the next phase of development of the airport
Economic Development - Actively target intensive agricultural business in the Sydney basin	Craig Sinclair	Attraction of business	Progressing	▲	25%	In contact with a number of organisations regarding intensive agricultural developments including working with DPI ag
Economic	Craig Sinclair	Attendance of	Progressing	▲	25%	Temora Shire hosted the last RDA forum in Temora during

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Development - Attend quarterly RDA Riverina Economic Development Forums		meetings				September. Two presentations from Temora Shire Council were delivered.
Economic Development - Be proactive, professional and discrete when following up development lead opportunities	Craig Sinclair	Attraction of industry	Progressing	▲	25%	Ongoing confidential conversations with a number of developers
Economic Development - Conduct study to determine needs and develop strategies to address any housing shortfall in market	Craig Sinclair	Study conducted	Progressing	▲	25%	Working with a researcher at RDA Riverina to scope and cost a study that looks at workforce changes and the impact on housing supply. Proposal presented to October meeting of council for consideration
Economic Development - Connect businesses with complementary skills, needs and resources.	Craig Sinclair	Assistance provided	Progressing	▲	25%	Training and development opportunities provided through the Prosper Initiative including a site visit to Birds Nest in Cooma and monthly Temora Unearthed events along with the promotion of external training providers.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Economic Development - Create a development prospectus, including Ariah Park and update the relevant pages on the Council website - Referred from 2017/18 Operational Plan.	Craig Sinclair		Progressing	▲	10%	Should Council agree to it, the prospectus data can be delivered as part of the investment made in REMPLAN to produce workforce study by RDA Riverina
Economic Development - Develop strategies in partnership with South West Slopes Functional Economic Region in the Regional Economic Development Strategy by Department of Premier and Cabinet to benefit the economy of the region	Craig Sinclair	Strategies developed	Progressing	▲	25%	Working on the proposal for the next phase of the airport development under this scheme
Economic Development - Develop strategies to invigorate the Hoskins St CBD to ensure future prosperity	Craig Sinclair	Report to Council and strategies implemented	Progressing	▲	25%	The Prosper Initiative is the project to reinvigorate Hoskins Street. Project team formed and a number of initiatives delivered including consumer survey, Temora Unearthed, site visit to Birds Nest, and a workshop by retail consultant Debra Templar booked for October.






Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Economic Development - Develop strategies to utilise empty shops in Ariah Park	Craig Sinclair	Report to Council and strategies implemented	Progressing	▲	25%	Working with Ariah Park Hotel owners and a number of locals to support private investment in Ariah Park's CBD whilst also working with developers in the intensive ag sector to establish enterprises near Ariah Park that will employ locals, support growth and investment in the village.
Economic Development - Development of strategic partnership with Farmlink to attract new industry and provide opportunities for existing industry through diversification	Craig Sinclair	Increase in partnership arrangements and facilities at TAIC	Progressing	▲	25%	Ongoing communications and planning with Cindy Cassidy to drive business investment and grow opportunities for events at TAIC. Trefle Shed launch has resulted in various organisations booking the facility for machinery training. Precision Ag is taking out a lease on a larger office at TAIC. Other discussions with interested potential tenants are ongoing.
Economic Development - Facilitate a smooth DA process for investors	Craig Sinclair	Minimalise red tape	Progressing	▲	25%	Ongoing facilitation between developers and the planning department including Langfields and the solar farms.
Economic Development - Facilitate and promote training for business through State, Federal and Regional agencies	Craig Sinclair	Conduct of training	Progressing	▲	25%	Ongoing promotions through a range of channels
Economic Development - Maintenance of membership of NSW Business Chamber	Craig Sinclair	Membership maintained	Progressing	▲	25%	Membership and engagement with NSW Business Chamber ongoing including attendance at the Riverina Murray Business Chamber awards in September and providing support to NSW BC staff to host the 2020 awards ceremony in Temora.






Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Economic Development - Participate in relevant conferences that focus on regional development issues	Craig Sinclair	Currency of knowledge	Progressing	▲	25%	Attended the RDA Economic Development Officer forum in September. Attended the Inland Rail community consultation.
Economic Development - Provide advice and support to the TBEG including provision of assistance to employ executive officer	Craig Sinclair	Retention of TBEG	Progressing	▲	25%	Currently covering the EO role whilst a replacement is being recruited. Participated on the interview panel for the BREED Business Centre Operations Manager who will also undertake TBEG EO duties. Actively supporting the partnership between Council, TBEG and BREED. Providing assistance to the TBEG events and initiatives surrounding Warbirds Downunder.
Economic Development - Review options for the future operations of Temora Showground - Referred from 2017/18 Operational Plan.	Gary Lavelle		Progressing	▲	20%	Contracted review of operations and potential Council future involvement
Economic Development - Review the effectiveness and relevance of Government and Non-Government programs for regional growth	Craig Sinclair	Review conducted	Progressing	▲	25%	Ongoing as programs arise.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Economic Development - Support TBEG in the delivery of events and initiatives	Craig Sinclair	Retention of TBEG	Progressing	▲	25%	Supported BREED business centre negotiations, warbirds events, monthly beers n business and the prosper initiative
Economic Development - Undertake workforce planning with developers to determine likely spikes in population and communicate the impacts to relevant stakeholder in advance.	Craig Sinclair	Reports to Council	Progressing	▲	25%	Working with RDA Riverina on developing a workforce study
Economic Development - Work with Environmental Services and local developers to ensure there is a sufficient pipeline of available residential land	Craig Sinclair	Review conducted	Progressing	▲	25%	Ongoing communication with the planning department about changes to the LEP as well as discussions with builders and developers about potential subdivisions.
Economic Development- Review the relative cost of the provision of electricity and other utilities in Temora Shire- Referred from 2017/18 Operational Plan.	Craig Sinclair		Not Progressing		0%	Not started

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Investigate options for the reuse of Greenstone Lodge if the facility becomes vacant	Craig Sinclair	Report to Council	Progressing	▲	25%	Ongoing discussions with the Whiddon Group on the future use of the building.
Investigate the viability of establishing a Country University Centre in Temora	Craig Sinclair	Report provided to Council	Progressing	▲	25%	Discussions with CUC and Hilltops ongoing as reported to Council in September.
Maintain a local trades directory	Craig Sinclair	Directory created	Not Progressing		0%	Not started
Maintain a subscription to Easy Grants & distribute to relevant stakeholders	Craig Sinclair	Subscription maintained	Progressing	▲	25%	Ongoing
Maintain strong relationships with local estate agents to monitor markets and communicate to property owners	Craig Sinclair	Relationships developed	Progressing	▲	25%	Engaging with estate agents for the prosper initiative and country change expo
Participate in regional programs to attract new residents eg Country Change	Craig Sinclair	Conduct of event	Progressing	▲	25%	Council contributed to the 12 month country change campaign and to participating in the Country Change Expo. Contributions to the campaign and coordinating the expo ongoing
Partner with NSW	Kris Dunstan	Partnership	Progressing	▲	30%	Apollo Place land secured. Working committee formed to

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Housing to purchase land to increase the availability of affordable housing		established				best determine design and usage options.
Promote opportunities for employment in aged related services including home and garden maintenance	Craig Sinclair	Currency of information	Not Progressing		0%	Not started
Review the relative cost of the provision of electricity and other utilities in Temora Shire	Craig Sinclair	Report to Council	Not Progressing		0%	Not started
Support developments that broaden the range and raise the quality of visitor experiences in Temora Shire.	Ann Pike	Report to PVC	Progressing	▲	25%	Businesses are encouraged to display their flyers and events in the VIC. businesses are also invited and encouraged to supply printed material for bags that are supplied to things like Warbirds Down Under, Country Change, Rallies etc. This is usually communicated through TBEG or naraburra News.
Support relevant organisations to prepare grant applications	Craig Sinclair	Grant assistance advertised	Progressing	▲	25%	Support provided to a number of organisations including Temora Trotting Club and Ariah Park Hotel
Tourism - Complete construction of tourist information bays - Referred from 2017/18 Operational Plan.	Craig Sinclair		Progressing	▲	90%	final info bay installed at Lake Centenary. Purchase order issued to Irvine's Signs to complete the graphic installation.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Tourism - Develop tools that encourage conference and events organisers to come to Temora Shire	Craig Sinclair	Tools developed and utilised	Progressing		25%	Conducted workshops in partnership with Everywhere Venues to get Council and commercial venues listed on the booking platform
Tourism - Encourage the development of new events for Taste Riverina	Craig Sinclair	Increased uptake of events	Progressing		25%	Supporting the development of out of region taste events such as markets and menu takeovers in Canberra and Sydney to be delivered in 2019
Tourism - Encourage the provision of additional visitor accommodation during peak periods	Ann Pike	Increased availability	Progressing		80%	Through TBEG an information session was held to encourage people to register with Air BnB. Due to the lack of registrations this is not what the people wanted to do. Although several B&Bs have opened up.
Tourism - Ensure all accommodation options are listed on Get Connected, Council Website, Google and Trip Advisor	Ann Pike	Listings confirmed	Progressing		25%	Accommodation is listed on sites when information and pictures are supplied by the operator. On some of the sites eg Get Connected there are specific guidelines eg size of photos, which hinders some operators having their accommodation listed.
Tourism - Implement actions from tourist signage study	Ann Pike	Review presented to Council	Not Progressing		0%	No progress at present.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Tourism - Maintain membership of, and actively participate in, regional tourism bodies	Craig Sinclair	Membership maintenance	Progressing		25%	Chair and active participant in Thrive Riverina. Working closely with Destination Riverina Murray on Canola Trail promotions through Destination NSW including a photo and video shoot during September and contributing to the Co-op Campaign development.
Tourism - Promote the use of booking engines to accommodation providers	Ann Pike	Completeness of listing	Progressing		25%	This is ongoing.
Tourism - Provide a budget and associated policy for the PVC for the purpose of promoting and developing events and tourism initiatives	Craig Sinclair	Provision of budget	Not Progressing		0%	At the September meeting PVC determined they will not run events rather they will provide ideas for other individuals and organisations to run events.
Tourism - Support for Warbirds Downunder 2018 including traffic control	Rob Fisher	Support given	Progressing		35%	Development complete. Delivery scheduled.
Tourism - Work with Junee and Coolamon Shire's to actively develop and promote the Canola Trail	Craig Sinclair	Promotion of trail	Progressing		25%	Photo and video shoot delivered in September. Updated maps printed and distributed. Canola Trail feature in Canberra Times booked.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
experience and brand in all relevant tourism channels						
Utilise support available through Randwick City Council	Craig Sindair	Access utilised	Progressing		25%	Assisted with the coordination of RCC's contribution to drought relief assistance to Temora via the Salvation Army and Temora Gift Card scheme
Visitor Information Centre - Maintain accreditation	Ann Pike	Accreditation achieved	Completed		100%	The VIC has a level 2 accreditation until 30 September 2019
Visitor Information Centre - Improve tourism signage	Craig Sindair	Signage installed	Progressing		25%	Signage audit completed by Ann Pike. Awaiting report.
Visitor Information Centre - Provide report on implementation of design changes for the Temora VIC space	Ann Pike	Design completed and reported to Council	Progressing		20%	Waiting on contact details of several professionals

Emergency Services

Key Functions - Rural Fire Service, State Emergency Service, Fire Brigade, Police and Ambulance

Policy Directions • Support and maintain the zoning arrangement with Bland Shire Council • Ensure that all personnel have adequate training to perform their function



To ensure the provision of effective facilities for emergency services in the Temora Shire area and development of strong alliances between Emergency Service organisations to ensure residents are provided with well-resourced and effective emergency services

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Hold 3 (three) meetings of the LEMC annually	Alex Dahlenburg	Meetings held	Progressing	▲	30%	Action created.
Support for Local Emergency Management Committee (LEMC)	Alex Dahlenburg	Support provided	Progressing	▲	25%	Ongoing.

Engineering Services

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


To provide management services to support engineering works

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Commence review of current construction methods to ensure consistency	Rob Fisher	Documentation commenced	Not Progressing		0%	No action.
Develop procedures and templates for the provision of a business case for all capital works on Council land not covered by asset development plans (roads, plant, transport infrastructure)	Gary Lavelle	Adoption of procedure by Council	Progressing		10%	Reviewing options for software currently

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Develop, refine and implement asset specific plans for transport infrastructure including: Asset Hierarchy, Hierarchy Objectives, Maintenance Targets, Defect Management, Risk Management Inspection	Rob Fisher	Initial completion	Progressing	▲	90%	Draft complete. Currently verifying figures prior to presentation at a Roads Hierarchy Committee.
Development of a maintenance Memorandum of Understanding (MOU) with utility companies working within the road verge and nature strip	Bimal Shah	MOU adopted	Progressing	▲	15%	Action created by rollover.
Employment of an engineering intern from CSU	Rob Fisher	Staff employed – budget 2018/19	Completed	●	100%	18/19 Engineering cadet appointed. Process for 19/20 Engineering cadet will commence in 2019 calendar year.
Review of engineering policies and procedures	Rob Fisher	Review completed	Progressing	▲	5%	Ongoing.
Review of plant and equipment policy framework and Asset Management Plan	Tony Hingerty	Report to MANEX	Progressing	▲	25%	Updating annually

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Road Safety - Campaigns include: Speed, Drink Driving, Fatigue, Driver Distraction/ Inattention, Seatbelts/Child Restraints, GLS (x2), Mobility Scooter Workshops, Pedestrian Safety, Older Drivers, Safety Around Schools, Young Drivers	Michelle Doolan	Programs conducted	Progressing	▲	25%	Road Safety Programs rolling out as per RSO plan
Road Safety - Conduct local projects including (but not limited to): Bike Week Campaign, Stepping On Programs – with local Allied Health, Youth Programs (e.g. Cool Heads), Fatality Free Friday Campaign, Road Rules Awareness Week Campaign, Bus Safety Awareness Week Camp	Michelle Doolan	Conduct of projects	Progressing	▲	25%	Local Road Safety Programs rolling out

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Road Safety - Conduct stakeholder meetings and community consultation on local road safety issues	Michelle Doolan	Information Dissemination	Progressing	▲	25%	Conducting stakeholder meetings and community consultation on road safety issues
Road Safety - Maintain RSO Facebook page and update Council's social media platforms and website with up-to-date road safety information	Michelle Doolan	Information Dissemination	Progressing	▲	25%	All social media avenues regularly updated with road safety information
Road Safety - Participation in the Local Government Road Safety Program and adherence to terms of LGRSP Agreement	Michelle Doolan	Continuation of program	Progressing	▲	25%	Participation in LGRSP continuing
Road Safety - Retention of the Safe Systems Approach to planning, development and implementation of RSO programs to improve road user safety in local communities	Michelle Doolan	Approach acceptable to funding bodies	Progressing	▲	25%	Safe Systems approach implemented in all programs

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Road Safety - Review of Rural Bus Stops and Pick Up/ Drop Off points	Michelle Doolan	Report to Council	Progressing		25%	Review continuing

Engineering Works

Key Functions - Parking, Street Lighting, Street Trees

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

To provide infrastructure that meets the needs of the community and provides in an aesthetically pleasing and functional way

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Audit of official gazetted road naming data and establishment of list of TSC gazetted road names	Alex Dahlenburg	Audit completed	Completed		100%	Action created by rollover.
Develop a formal Street Tree Policy dealing with replacement species, early care and maintenance, planting location, adjacent asset protection and removal rehabilitation	Chris Campbell	Adoption of plan by Council	Progressing		5%	Still sourcing information.
Implement priority actions for removal and replacement of street trees	Chris Campbell	Meet agreed targets	Progressing		20%	Priority action is to replace Dead - Dying - and Diseased Trees from Tree Audit annually and replace with same.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Review and mapping of road network ownership including Crown Land	Alex Dahlenburg	Review completed	Completed		100%	Action created by rollover.
Review footpath policy to ensure it is based on community service expectations	Rob Fisher	Review by access	Progressing		5%	Review of Council PAMP recently commenced.
Review the Pedestrian Access and Mobility Plan (PAMP) in conjunction with Council's Engineering Department, Temora Shire Council Access and Equity Committee, local organisations (eg. Pinnacle) and Councillors, and provide details on road safety concerns. Involve disability groups in consultation.	Rob Fisher	PAMP updated	Not Progressing		0%	Project commenced.

Environmental Services

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

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

That Council considers environmental impact in all of its functions and activities and becomes a champion for environmentally responsible behaviour amongst its residents

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Ariah Park - Report to Council on options for the Ariah Park Nature Reserve	Rob Fisher	Report to Council	Not Progressing		0%	No action
Commitment by Council to the Fight the Fruit Fly Committee	Kris Dunstan	Ongoing activities by Committee	Progressing		50%	Environmental Liaison Committee Funding of \$1500 has been sought and received.
Review the operational responsibility and name of the Environmental Liaison Committee	Kris Dunstan	Establishment of Committee	Completed		0%	Committee working effectively
Support the activities of the Bland/Temora Landcare groups	Belinda Bushell	Support for activities	Progressing		25%	Programs continuing with Landcare Officer.

Governance

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




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

To provide responsive and effective governance to Council, ensuring the resident's needs are conveyed to government and potential benefits through external relationships is explored.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Advocate on behalf of the Community for the retention of: * Schools within Temora Shire * Health Services within Temora Shire * Adequate Police Numbers * Electoral Commission re pre-poll voting in Temora	Gary Lavelle	Advocacy undertaken	Progressing	▲	25%	Ongoing advocacy. Advised pre-poll voting will be available in 2019. Advocacy underway regarding Police numbers. Current campaign for recruitment of doctors.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
in State and Federal Elections * Lobby for the retention of R2R and FAG funding * Lobby for constitutional recognition of Local Government						
Ensure all available funding options are utilised to achieve the Council projects outlined in the Delivery Program	Gary Lavelle	Increased grant availability	Progressing	▲	25%	Constantly reviewing available opportunities
Establish flexible work practices to encourage an inclusive working environment	Cathy New	Develop practices	Progressing	▲	5%	Under review.
Investigate corporate offerings for Councillors and Senior Staff representing Council (ties, blazers etc)	Gary Lavelle	Review options	Not Progressing	▬▬	0%	No activity during the quarter
Lobby state and federal governments for ongoing increased local road funding	Gary Lavelle	Lobbying maintained	Progressing	▲	25%	Ongoing advocacy

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Maintain communication at an official level between Council and Temora Hospital administration and LHAC	Gary Lavelle	Communication established	Progressing	▲	25%	Council involvement on LHAC maintained
Maintain communication at an official level between Council and the Temora Community Centre	Gary Lavelle	Communication established	Progressing	▲	25%	Participation in Interagency maintained
Maintain membership to following organisations: Eastern Riverina Arts, REROC, REROC JO, Destination Riverina Murray, Thrive Riverina, Riverina Food Network, Local Government NSW, Economic Development Officers Network, Riverina Regional Library Service, Country Mayors Association	Gary Lavelle	Membership maintained	Progressing	▲	25%	Memberships maintained

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Provide the Mayor with the appropriate information to best represent the Shire's needs.	Gary Lavelle	Comprehensive information provided	Progressing		25%	Ongoing advice and information given.
Review the Workforce Plan including workshop with key staff	Cathy New	Rewrite of Workforce Plan	Not Progressing		0%	No action at this stage.
Villages - Hold a committee meeting (Assets & Operations) at Springdale	Gary Lavelle	Meeting held in Springdale	Completed		0%	To be scheduled

Heritage


Key Function - Bundawarrah Centre, Heritage, Railway Precinct

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

To protect and conserve areas and items of historic and landscape heritage value, support and encourage adaptive and sustainable reuse of these places and facilitate development and interpretation of social value through information and education programs

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Bundawarrah Centre - Consider report on succession planning - Referred from 2017/18 Operational Plan.	Steve Firth		Completed		100%	Report presented to September 2018 council meeting. The report was noted.
Bundawarrah Centre - Develop and implement re-branding strategy for Rural Museum	William Speirs	Rebranding completed	Progressing		65%	Current publicity has begun to reflect increased emphasis on the "Bundawarrah Centre" as the host of the various collections formerly promoted under the "Rural Museum" banner.
Bundawarrah Centre - Develop Rural Museum social media presence	Kate Slapp	Social media presence completed	Progressing		25%	This has developed very well with the Rural Museum's "Backstory" project.
Bundawarrah Centre - Support the concept of hosting temporary travelling exhibitions	William Speirs	Ongoing increased number of exhibitions	Progressing		25%	Since 1st July The Valentine Lawler Gallery has hosted the "In Miniature" exhibition and the "Councillor's Portrait Prize" on behalf of Council. The "Temora Shire Art Prize" exhibition will run throughout October.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Commitment to the Temora Shire Sportsman Walk of Honour including provision of budget as required	Steve Firth	Support provided	Progressing	▲	25%	Budget is available. Waiting for any future nominees to be considered.
Heritage - Continue the Temora Heritage Advisor program	Belinda Bushell	Budget allocated	Progressing	▲	25%	Strong appointments for this year. Town Hall project supported and Springdale Hall project all going well.
Heritage - Review items of Environmental Heritage as part of Temora Local Environmental Plan review	Claire Golder	Items considered as part of LEP process	Progressing	▲	20%	Initial review conducted. Other LEP projects have taken priority over this project. Intend to re-commence work on this project in November.
Heritage - Support the Heritage Assistance Fund. Support community heritage groups in accordance with policy	Kris Dunstan	Budget allocated	Progressing	▲	70%	Ongoing - 2018/19 Heritage Assistance Fund Allocation exhausted. Application made to Local Member for additional funds. Awaiting reply.
Heritage - Support the Temora Heritage Committee	Belinda Bushell	Regular meetings held	Progressing	▲	25%	Nearly expended all HAF funds to community groups/members - very positive start. Numerous projects are on the go. Up Close & Personal booklet launch in November
Temora Railway Precinct - Provide resources towards enhancement as a heritage tourism and event destination	Belinda Bushell	Budget allocated	Progressing	▲	25%	A wedding has been booked for October 2018. Developed a booking process for the facility in conjunction with all users.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Bundawarra Centre - Construct bridge over dam	Kris Dunstan	Bridge constructed	Not Progressing		0%	No action.








Property Services

Key Function - Cemeteries, Council Properties, Public Toilets,

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

To provide Council properties that are well maintained, planned and meet or exceed the expectations of our community and visitors.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Report statistics of number of Development Applications, Complying Development Applications and assessment times. Planning Reports to Council where required	Kris Dunstan	Report to Council	Progressing	▲	25%	Ongoing monthly. First three months completed.
Support Friends of Temora Shire Cemeteries	Belinda Bushell	Support provided	Progressing	▲	25%	Attend regular meetings, attend to email requests promptly and attend the site frequently when they are their undertaking their volunteer work to see if there is anything that they require.
Temora Recreation Centre - Temora Swimming Pool temporary repairs/ paint	Kris Dunstan	Project completed	Progressing	▲	25%	Council Builder booked for work to commence in 2nd half of October, to be ready for pool opening on 27th October, 2018.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Ariah Park Swimming Pool - upgrade facilities	Kris Dunstan	Report to Council	Progressing		10%	Pre-season start up work commenced. Upgrade works for pool deck proposed for after season close. (April, 2019).
Council Chambers - Renovate reception area	Kris Dunstan	Project completed	Not Progressing		0%	No action
Council Chambers - replace remaining fluorescent globes with recessed LED lights	James Durham	Project completed	Progressing		20%	Electrician has been informed of the job and has scheduled into his future works
Temora Recreation Centre - Planning report for upgrade required to Temora Swimming Pool	Kris Dunstan	Report provided	Progressing		35%	Total Creations of Griffith have been appointed to lead the master planning process. First Workshop held on 3rd October, 2018. Final report Expected for presentation at December/January Council Meeting.
Temora Recreation Centre - Purchase of new pool blanket for Temora Pool - funding shared with swimming club	Kris Dunstan	Blanket installed	Progressing		20%	Funding Application Submitted by Temora Swimming Club. Awaiting announcement of success or otherwise.
Temora Recreation Centre - resurface sports floor	Kris Dunstan	Project completed	Progressing		30%	Quotation received and accepted. Work scheduled for January 2019.
Temora Recreation Centre - Upgrade amenities	Kris Dunstan	Project completed	Progressing		80%	Tender Accepted work commenced. Scheduled for completion prior to the commencement of the 2018/19 swimming season which is scheduled for 27/10/2018.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Temora Cemetry - Construct northern drainage dish drain or reshape earth drain	Bimal Shah	Project completed	Not Progressing		0%	Action created.
Temora Cemetry - Heavy patching and resealing of internal road	Bimal Shah	Project completed	Progressing	▲	5%	Primary design meeting and staff consultation completed
Temora Cemetry - Install two (2) plinths to incorporate existing headstones	Kris Dunstan	Completion of project	Not Due To Start	⊘	0%	Not commenced
Davey Park - Upgrade public toilets	Kris Dunstan	Project completed	Not Due To Start	⊘	0%	No action to date

Public Health

Key Function - Community Health Programs, Food Control

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

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

To protect the health of the general public by ensuring public health and safety practices are maintained and improved by regularly inspecting commercial public health related premises and educating business owners and employees

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Advocate for the maintenance and additional services at Temora Hospital	Gary Lavelle	Report to Council	Progressing	▲	25%	Ongoing advocacy
Proactively support and promote community mental health facilities and programs	Amanda Gay	Report to Council	Progressing	▲	50%	Supported projects and events through Temora Community Centre. Ride for Men's Mental Health Metal Health Movie to be delivered at the Temora Town Hall Theatre that includes two Temora residents. Calmer Farmer Ride For Wellbeing October Mental Health Month




Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Provide inspections of food premises, including Scores on Doors Policy	Belinda Bushell	Premises inspected	Progressing	▲	25%	Completed end of year report. Awaiting response from Food Authority regarding figures. Still dealing with an issue with the Ariah Park Cafe - have engaged the owners of the facility to help facilitate the required FSS inclusion.
Support Local Health Advisory Committee	Gary Lavelle	Liaison between GM and Hospital Manager	Progressing	▲	25%	Ongoing support for LHAC

Recreational Services




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

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

To provide, maintain and improve the sporting fields and recreational facilities which meet the needs of the community and are safe enjoyable and attractive

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Bob Aldridge Park - Investigate drainage solutions - Referred from 2017/18 Operational Plan.	Rob Fisher		Progressing		50%	Silt drainage (\$120k) or sand grooving (\$40k) are potential solutions. Recently applied for a grant through Sports Australia to undertake sand grooving, top dressing and irrigation Reconstruction.
Bradley Park - Investigate installation of irrigation system subject to grant funds	Bimal Shah	Grant availability investigated	Not Progressing		0%	Action created.
Data collection, asset register and mapping of recreational spaces	Rob Fisher	Provision of data	Not Progressing		0%	No Action
Implement program to upgrade irrigation valves	Chris Campbell	Project completed	Progressing		50%	Valves are upgraded as needed.
Investigate drainage solutions for Nixon Park No.2 and Bob Aldridge	Rob Fisher	Report presented to Council	Progressing		30%	Applied for Sports Australia grant funds to construct Silt Drainage at Nixon Park and Sand Grooving at Bob Aldridge.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Investigate the issue of collection of an equitable contribution towards the provision and maintenance of sports lighting facilities from sporting groups	Rob Fisher	Projects completed	Not Progressing		0%	No action.
Nixon Park - Investigate drainage solutions for Nixon Park No. 2 - Referred from 2017/18 Operational Plan.	Rob Fisher		Progressing	▲	35%	Applied for Sports Australia Grant for installation of Slit Drainage, Irrigation Rehabilitation and Top Dressing.
Plan, develop and maintain facilities, parks and gardens that respond to the needs of the community	Rob Fisher	Inclusion in planning process	Not Progressing		0%	No Action. Linked to Rec and Open Spaces Policy under development and Rec and Open Spaces AMP not commenced.
Provide a robust playground inspection system for all Council facilities	Rob Fisher	System adopted by Council	Progressing	▲	90%	Inspection system complete and operational. Associated policy is currently in draft nearing completion.
Review the adequacy of current sporting grounds, including potential consolidation of facilities	Rob Fisher	Report presented to Council	Progressing	▲	30%	Recent report to Council regarding further investigation surrounding recreational land has been deferred. Rec and Open Space Policy will be presented to Council in coming months.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Hillview Park - refurbishment of gardens and pathway	Kris Dunstan	Project completed	Progressing		70%	Partially complete. Paths/Gardens around new toilet block have been completed.
Lake Centenary - Construct an off leash dog area	Bimal Shah	Project completed	Not Progressing		0%	Action created.
Lake Centenary - Construct new playground	Bimal Shah	Project completed	Progressing		10%	Design work in progress
Lake Centenary - Installation of erosion control on northern bank (subject to 50% funding by users)	Bimal Shah	Project completed	Not Progressing		0%	Not commenced
Lake Centenary - Installation of fire pits	Kris Dunstan	Project completed	Progressing		80%	Fire Pits completed and sites prepared. Installation to be completed October
Lake Centenary - Installation of foreshore material at the swimming area and boating area	Chris Campbell	Project completed	Progressing		10%	Foreshore material will be installed when money becomes available.
Ariah Park Recreation Ground -Upgrade Ariah Park skate park	Rob Fisher	Report to Council	Not Progressing		0%	Project deferred
Ariah Park Recreational Ground - Extend and upgrade	Kris Dunstan	Project completed	Progressing		20%	Plans Finalised and Tender called and selected. Krause Building to Commence work in November, 2018.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
amenities block for football/netball						
Nixon Park - Fencing of play equipment	Bimal Shah	Project completed	Progressing	▲	70%	Action created.
Nixon Park - Installation of play equipment and soft fall	Bimal Shah	Project completed	Progressing	▲	70%	Action created.
Nixon Park - Modification and expansion of Nixon Pk No1 clubhouse	Kris Dunstan	Project completed	Progressing	▲	10%	Plans completed. Grant funding received. Tender called.
Nixon Park - Modification to amenities building	Kris Dunstan	Project completed	Progressing	▲	20%	Plans finalised. Grant Funding received.
Nixon Park - New Rugby League canteen and associated storage	Kris Dunstan	Project completed	Progressing	▲	20%	Plans finalised. Grant Funding Received.
Temora Golf Club - install irrigation infrastructure	Rob Fisher	Project completed	Not Progressing	▬▬	0%	No action.
Temora Tennis Courts - redevelop 4 new synthetic courts	Rob Fisher	Project completed	Not Progressing	▬▬	0%	No actions
Temora Town Netball Courts (Boom Complex) - resurface 2 netball courts	Bimal Shah	Project completed	Not Progressing	▬▬	0%	Action created.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Temora West Sports ground - Construction of new amenities block	Kris Dunstan	Completion of project	Progressing		30%	Demolition completed. Construction has commenced

Regulatory Control

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

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

To utilise a mixture of education campaigns and enforcement to gain compliance with relevant legislation and ensure appropriate processes and procedures are in place.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Conduct a review of the Temora Local Environmental Plan 2010 involving development of a discussion paper and community consultation	Kris Dunstan	Review conducted	Progressing		30%	Preliminary consultation completed in 2017/18. Dept of Planning has strongly recommended that the LEP review be undertaken in a staged process. Draft LEP Amendment (Stage 1) has been prepared for Council consideration at the November Meeting.
Continue relationship with Temora vet and pet rescue groups	Ross Gillard	Relationships maintained	Progressing		80%	Relationship with vets and rescue groups continuing and cat holding pens being updated at the pound
Investigate the process for the subdivision of heritage homes in the RU1 zone on blocks of less than 40ha	Claire Golder	Consideration in LEP	Completed		100%	New advice from the Department of Planning and Environment allows rural dwellings to be subdivided from larger residue farming land, under controlled circumstances.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Provide a calendar of regulatory issues to be addressed throughout the year, such as information flyers about responsible pet ownership	Kris Dunstan	Completion of brochure	Progressing	▲	25%	No action.
Provide annual inspections of beauticians, hairdressers, mortuary's premises	Belinda Bushell	Premises inspected	Progressing	▲	25%	Continuing positive relationships. Notifying whenever there is any legislative changes.
Provide inspections of septic tanks in accordance with risk category	Belinda Bushell	Premises inspected	Progressing	▲	25%	Still updating the register. Reviewed Councils Onsite Sewage Management Policy.
Provide inspections of swimming pools in accordance with Council's policy, every 3 years or at the time of sale	Belinda Bushell	Inspections completed	Progressing	▲	25%	NNews article regarding spring checks for Home owners undertaken. Continuing the inspections as per legislation when sale of property. Working towards another audit process.
Provide monthly report to Council about ranger activities incl. parking, companion animals	Ross Gillard	Report to Council	Progressing	▲	75%	Reports ongoing, working with Police regarding traffic movement scooters, bikes main street area good results and good attitudes at the moment.
Use of social media to advertise	Ross Gillard	Number of pets rehomed	Progressing	▲	80%	Photos, Facebook posting, rescue sites and close contact with vet proving successful.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
availability of companion animals						

Resident Services

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

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

To provide a safe and inclusive built environment by working together as a community and to present to the public a caring, courteous and efficient local government service

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Maintain CCTV system in Temora to a modern standard acceptable to the users of the facility.	Kurt Tinnock	Uptime of system	Progressing	▲	90%	New cameras installed at Lake Centenary. Quote received for Depot CCTV Waiting on quote for CCTV server upgrade to allow for future upgrades Town Hall Cameras are currently not working but cannot be resolved until Town Hall works are nearing completion as the location of the camera and cabling will change.
Provide the Service NSW Agency at no cost to Council that meets the needs of residents	Steve Firth	Annual review of budget	Progressing	▲	25%	Services provided. New contract signed for the next twelve months. With experienced staff going on maternity leave and new staff only receiving training in November we are not able to staff an extension of time to cover lunch closure. We will be stretched providing our ordinary service.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Utilise public events to acknowledge volunteers for example Volunteers Week, Local Government Week and nominating volunteers for awards within the community.	Amanda Gay	Promotion of events	Completed		100%	Delivered Volunteer Awards during Local Government Week 2018
Villages - Provide GWCC drink station to Springdale	Bimal Shah	Project completed	Not Progressing		0%	Action created.
Villages - Retain staff member at Ariah Park	Bimal Shah	Payroll retention	Progressing		25%	Position maintained
Villages - Support community in the establishment of a nature walking track and bicycle track from Broken Dam Heritage Area to Ariah Park Cemetery	Rob Fisher	In principle support	Not Progressing		0%	No action.
Install new entrances to Temora township	Bimal Shah	Project completed	Not Progressing		0%	Action created.
The Pines - Install traffic control bollards to limit access following resident representations	Bimal Shah	Project completed	Not Progressing		0%	Action created.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Villages - Install landscaping and street furniture in Coolamon Street, Ariaah Park	Rob Fisher	Provision of plans to Council	Progressing	▲	5%	Preliminary investigation underway. Considering affordable options to discuss with Ariaah Park Advisory Committee.

Risk Management

Key Function: Occupational Health and Safety, Risk Management

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

To provide a safe working environment, for staff, contractors, volunteers and the public that minimises the occurrence of accidents and incidents and where necessary delivers an efficient rehabilitation program and promote a culture of WH & S and Risk Management best practice in the work place

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Commit to the conduct of regular Risk Management meetings	Grant Nicholson	Hold at least 6 meetings annually	Progressing	▲	25%	Meeting to be held on 4/10/2018
Develop a Risk Management Action Plan that will assist Council to counteract new challenges arising in to the future (eg technological changes, climate change)	Grant Nicholson	Action Plan developed	Progressing	▲	25%	RMAP in initial phase, operational and strategic risks to be identified in consultation with relevant TSC managers. SWOT and PEST analysis to be conducted.
Develop a Risk Management framework for Council.	Grant Nicholson	Framework developed	Progressing	▲	25%	In progress - currently reviewing several internal procedures to contribute towards this

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Develop an integrated safety, quality and environmental management system to ISO 9001, 4801 and 14001 certification	Rob Fisher	Plans completed and adopted	Progressing	▲	10%	Project commenced. Large project.
Develop and implement a structured Risk Audit program	Grant Nicholson	System implemented and operational	Progressing	▲	25%	Researching detailed requirements for this program.
Integration of Quarry Management Plan into the Council Integrated Risk Management Plan	Grant Nicholson		Progressing	▲	25%	Quarry management plan under review.
Replace grass on roundabouts in Hoskins Street with concrete	Bimal Shah	Project completed	Progressing	▲	0%	Survey completed. Design underway.
Undertake Employee programs to support employees in the workforce, including: * Hearing Tests * Mental Health Programs * Skin Checks	Grant Nicholson	Develop program and implement	Progressing	▲	25%	EAP / Mental Health Programs have been shared with entire workforce. Hearing tests are due in 2019.





Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
* Employee Assistance Programs * Health Checks * Team Building Exercises						

Sewerage Service

Key Functions - • Effluent Reuse System • Sewerage System

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

To maintain the treatment works and reticulation network to ensure compliance with legislative requirements and improve the quality of effluent

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Address actions for 2017 Gap analysis and develop a pathway to compliance	Rob Fisher	Actions commenced	Progressing		25%	RWMP and IWCM Strategy Underway. These projects will take time but, will address gaps identified.
Ensure all staff involved in the sewerage function receive appropriate industry specific training for managers and operators	Bimal Shah	Budget required	Not Progressing		0%	No Action.
Investigate options for the installation of sewerage services within Ariah Park	Rob Fisher	Report to Council	Not Progressing		0%	No Action. Awaiting guidance from IWCM strategy.
Investigate Renewable Energy at Sewerage Treatment Plant	Rob Fisher	Investigation completed	Not Progressing		0%	No Action. Awaiting guidance from IWCM process.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Undertake CCTV inspection, smoke testing and condition rating of sewerage reticulation network including removal of sewerage infiltration	Bimal Shah	Set targets	Progressing	▲	10%	Schedule of work developed.
Undertake Upgrade and renewal works on Sewerage and Recycled Water in accordance with identified program	Bimal Shah	Program completed	Progressing	▲	10%	Program progressing

Support Services

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

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

To provide a Depot Workshop and stores facility that meets all statutory and regulatory requirements and provides the support to allow all Councils works functions to perform in the most efficient and cost effective manner and To provide and maintain a modern plant and equipment fleet that meet its operational requirements with high utilisation in a cost effective manner

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Review the adequacy of current materials from Council quarries	Rob Fisher	Evaluation of alternatives	Not Progressing		0%	No Action.
Review the Quarry Management Plan on a biennial basis	Bimal Shah	Update of plan	Not Progressing		0%	Not commenced
Undertake review of the operations at Temora Shire Council Depot	Bimal Shah	Review conducted and reported to executive	Progressing	▲	25%	P&G Shed & Store remodelling underway
Undertake development of Council Depot in Hakea Street.	Bimal Shah	Ownership confirmed	Progressing	▲	25%	Development commenced






Transport Infrastructure

Key Functions - Footpaths and Cycleways, Road Infrastructure

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

To provide transport infrastructure that meets community expectation in terms of need, safety, amenity and standard

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Commitment to the long term facilitation of efficient heavy vehicle access through Temora Shire subject to minimisation of impact on: Resident amenity, Council finances, Resident safety	Rob Fisher	Reduction in conflict between users and road managers	Progressing		50%	Recent gazettal of urban (Temora and Ariah Park) and rural B double Routes, 4.6m high routes and Special Purpose Vehicle Routes. HVAR ongoing
Develop a project brief for the construction of an Alternate Heavy Vehicle Route around Temora based on the preferred route	Rob Fisher	Brief completed	Not Progressing		0%	On going
Develop submission and advocate politically for funding for the preferred route	Gary Lavelle	Meetings held with politicians	Progressing		25%	Ongoing program

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Make application for a minimum of one (1) Fixing Country Roads grants annually	Rob Fisher	Application made	Completed		100%	Complete. Reapplied for Maxwell's Road Initial Sealing.
Seek funding (Full) for the installation of a roundabout and associated infrastructure at the corner of Hoskins & Polaris Streets	Rob Fisher	Submissions made	Progressing		10%	Design consultant engaged. Design in progress.
Seek funding for the upgrade of truck stop/rest area at Ingalba on Burley Griffin Way	Rob Fisher	Submission made to RMS	Not Progressing		0%	No Action.
Undertake a progressive assessment of local road network for potential RAV use	Rob Fisher	Route Assessment completed	Not Progressing		0%	On action.
Undertake design study for a roundabout at the intersection of Hoskins and Polaris Sts	Rob Fisher	Design completed	Progressing		25%	Design underway.
Undertake service level review of Hoskins St maintenance	Rob Fisher		Not Progressing		0%	No Action.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Undertake Kerb and Gutter construction and maintenance in accordance with the Kerb and Gutter Assets Capital Works Program	Bimal Shah	Completion of program	Progressing		30%	Program progressing
Undertake Footpath construction and maintenance in accordance with the Footpath Assets Capital Works Program	Bimal Shah	Completion of program	Progressing		30%	Program progressing
Undertake Cycleway construction and maintenance in accordance with the Cycleway Assets Capital Works Program	Bimal Shah	Completion of program	Not Progressing		0%	Not progressing
Undertake Rural Unsealed Roads construction and maintenance in accordance with the Rural Unsealed Roads Assets Capital Works Program	Bimal Shah	Completion of program	Progressing		25%	Program progressing

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Undertake Urban Sealed Roads construction and maintenance in accordance with the Urban Sealed Roads Assets Capital Works Program	Bimal Shah	Completion of program	Progressing	▲	25%	Program progressing
Undertake Urban Unsealed Roads construction and maintenance in accordance with the Urban Unsealed Roads Assets Capital Works Program	Bimal Shah	Completion of program	Progressing	▲	25%	Program progressing
Undertake Pavement Rehabilitation/ Widening in accordance with the Pavement Rehabilitation / Widening Assets Capital Works Program	Bimal Shah	Completion of program	Progressing	▲	10%	Program progressing
Undertake Rural Sealed Roads construction and maintenance in accordance with the Rural Sealed Roads Assets Capital Works Program	Bimal Shah	Completion of program	Progressing	▲	25%	Program progressing

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Undertake Fixing Country Roads/ Heavy Vehicle Safety and Productivity Program in accordance with the determined program	Bimal Shah	Completion of program	Progressing	▲	25%	Program progressing
Undertake Regional Roads Program in accordance with the determined program	Bimal Shah	Completion of program	Progressing	▲	25%	Program progressing



Waste Services

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

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

- **To maintain the town and village streets in a tidy and clean standard • To provide effective household waste services collection and disposal systems for Ariah Park, Springdale and Temora as well as enhancing residents recycling opportunities and participation utilising innovative approaches to education, promotion and service provision**

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Continue support for Clean-up Australia Day program and anti-litter promotion	Belinda Bushell	Participation in program	Progressing		20%	Awaiting National Day to open registrations to receive pack
Efficiently enforce legislative requirements to abate nuisance caused by overgrown lots	Ross Gillard	Advice to Council on activities	Progressing		80%	Residents reacting to correspondence well, rare to have on going letters actions on first mailings getting results
Efficiently investigate and enforce the legislative requirements related to illegal dumping	Ross Gillard	Advice to Council on activities	Progressing		70%	Littering and illegal dumping at a low at the moment .Cootamundra road ,Cedar road, Nat ,Parks, surrounding lanes rest stops, monitored regularly .
Further investigate kerbside co-mingled recycling options including cost and logistics including community consultation	Kris Dunstan	Report to Council	Completed		100%	No further action following Council decision to allow the draft community consultation plan to lay on the table. (June, 2018 meeting)

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Provide access roads to new landfill cell	Kris Dunstan	Project completed	Completed		100%	New access cell opened to public 1st October, 2018.
Support and expand the Adopt a Road Program	Belinda Bushell	Retention and expansion of program	Progressing		25%	Still require Milvale Road to be adopted, since the cessation of Probuss Club. Proposing to contact Temora RAMS and seek their interest.

Water Services

Key Function - • Drainage • Water Cycle Management

To ensure that water resources are utilized in an effective and efficient manner with a view to sustainability

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Complete the development of an Integrated Water Cycle Management Plan (IWCMP)	Rob Fisher	Preliminary investigation undertaken	Progressing	▲	35%	IWCM has been in progress for approximately 6 months. Anticipate completion this financial year.
Data collection, asset register and mapping of rural storm water assets	Rob Fisher	Data collected	Progressing	▲	40%	Data collection approximately 60% complete. Register and mapping outstanding.
Data collection, asset register and mapping of urban storm water drainage assets	Rob Fisher	Data collected	Progressing	▲	60%	Majority of data collected. Register and mapping outstanding.
Make application for a minimum of one (1) Safe and Secure Water grant annually	Rob Fisher	Application made	Not Progressing	▬▬	0%	No action. Awaiting guidance from IWCM process.
Make application for grant for Flood Study of Ariah Park and Springdale	Rob Fisher	Application made	Not Progressing	▬▬	0%	No Action. No correspondence from 17/18 application as yet.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Seek funding for the delivery of a Temora Floodplain Risk Management Study and Plan	Rob Fisher	Application made	Not Progressing		0%	No Action.
Support action to transfer standpipe management to Goldenfields Water	Rob Fisher	Standpipe responsibility transferred	Progressing		45%	Ongoing.
Undertake a Flood Study for Temora	Rob Fisher	Completion of Study	Progressing		65%	Process ongoing.
Undertake Stormwater Drainage construction and maintenance in accordance with the Stormwater Assets Capital Works Program	Bimal Shah	Completion of program	Progressing		10%	Action created by rollover.

Youth

Key Functions - • Support Youth in their endeavours






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

Provision of services for the Youth in the Community that meet the expectations of stakeholders

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Acknowledge the definition of Youth incorporates young people up to age 25 inclusive	Kim Sandgren	Programs aimed at all aged groups	Progressing	▲	30%	Marketing denotes 10-25 years, 18-25 ages represented in 3 programs.
Celebrate village talent by inviting young people to perform at Shire events	Kim Sandgren	Participation level by Village residents	Progressing	▲	25%	Invitations made to village young people to participate in the end of year celebrations.
Conduct weekly youth cultural, hospitality, gaming, rock, wellbeing, leadership and media groups	Kim Sandgren	Activities held	Progressing	▲	25%	Weekly programs have continued in Term 3 2018. We have cancelled the rock band, but added a second cooking class.
Create program content and resources for youth programs	Kim Sandgren	Program created	Progressing	▲	25%	This is a continual weekly requirement for our groups to keep the programs engaging and current.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Develop and run weekly activities to allow young people to meet, connect and interact socially	Kim Sandgren	Activities held	Progressing	▲	25%	There are up to 7 programs running each week during school term.
Development of a program for school holiday activities	Kim Sandgren	Programs undertaken	Progressing	▲	25%	A number of activities were run during the July school holidays including art and craft activities. This school holiday period the youth team opted to run only activities connected to the war-birds program.
Formulate strategy to bring village and town young people together	Kim Sandgren	Participation by non-Temora residents	Progressing	▲	25%	A strategy was formulated during 2017 with two members of the Ariah Park Advisory Committee. I understand the draft plan was not implemented by the acting Youth Officer as a result of unreturned communication.
Hold a Youth Team afternoon tea hosted by the Mayor	Kim Sandgren	Function held	Progressing	▲	25%	An initial date had been set for the afternoon tea, however with the youth teams War Bird Down Under commitments, the date has had to be renegotiated.
Investigate the provision of vocational scholarships to local students	Gary Lavelle		Not Progressing		0%	To be reviewed by Scholarships Committee
Investigate viability of "The Youth Room" at Ariah Park becoming a youth hub for villages	Kim Sandgren	Report to Council	Progressing	▲	25%	It was agreed with Tim Sanders and Karen Walker that a weekly youth room option was not practical for the local youth. Event based option were discussed and yet to be implemented.

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Maintain and develop Platform Y as the centre for Youth activity in Temora Shire	Kim Sandgren		Progressing	▲	25%	We run up to 7 activities per week at Platform Y, and now utilise the kitchen for 2 activities per week.
Marketing material to show youth mission statement	Kim Sandgren	Logo included	Progressing	▲	25%	Youth Membership Form has youth mission statement. Marketing material will continue to focus on sharing the youth team's message of inclusion.
Participate in regional Youth activities where available	Kim Sandgren		Progressing	▲	25%	The Temora Youth Team hosted the annual REROC Youth Leadership Conference during Term 3.
Partner with local businesses and experts to support teams	Kim Sandgren	Partnerships established	Progressing	▲	25%	Temora Youth Team is represented on TBEG. We have been negotiating a possible youth hospitality team opportunity with two local businesses for term 4.
Partner with Pinnacle Services to provide targeted programs that support and engage the young people in their care	Kim Sandgren	Participation numbers	Progressing	▲	25%	Our July school holiday activities were well attended by Pinnacle members. We have pinnacle members involved in weekly activities.
Partner with TemFM to train members of the team to run a regular youth radio spot on local radio	Kim Sandgren	Allocation of radio spot	Progressing	▲	25%	We have had 2 youth teams on radio during term 3. We are currently seeking a mentor to support one team.
Provide one (1) scholarship to the Temora and District Education Fund	Gary Lavelle	Scholarship provided	Progressing	▲	30%	Scholarship budgeted

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Provide scholarships in accordance with policy to be determined by Council through the Scholarships Sunset Committee	Gary Lavelle	Scholarships awarded	Progressing		25%	Scholarship Committee determination and policy developed. Advised CSU of the decision on the scholarships.
Schools are involved in learning about local natural resource management. Work with schools to develop project opportunities	Kris Dunstan	One visit per year	Progressing		30%	Ongoing. Landcare Support Officer actively involved in School curriculum, through Environmental Education Sites, Lake Cowal Conservation Centre and Hillview Park Community Garden
Support the concept of the Young Citizen of the Year Award as a way of recognising Youth	Gary Lavelle	Continued support	Progressing		25%	Ongoing support provided
Undertake a survey of young people to establish activities to be held during the year	Kim Sandgren	Survey conducted	Progressing		25%	The Youth Leadership Team is questioned regularly about what they would like to do, and they report back from their respective teams to Leadership for discussion. Melissa Carter completed a written survey with this group during term 3.
Undertake careers promotion to local high school students in Local Government Week	Amanda Gay	Presentation to Council	Completed		100%	Delivered a Careers Bus Tour - Local Government Week 2018

Action Name	Responsible Officer	Metric	Status	Traffic Lights	Progress	Comments
Youth Hospitality Team to promote Youth team through catering and service opportunities	Kim Sandgren	Assistance provided	Progressing	▲	25%	The Youth Hospitality Team has helped out the show in the luncheon pavilion, as well as taken on the sole catering role at the Freight Train Blues concert. We are in negotiations with local cooks for mentoring opportunities which may lead to further catering and service opportunities.
Youth Officer to visit villages/schools on a regular basis to build rapport and partnership opportunities	Kim Sandgren	Visitation numbers	Progressing	▲	25%	Melissa Carter has been liaising with schools during Kim's leave.

11 ENGINEERING SERVICES**11.1 DRAFT AIRPORT USAGE FEES POLICY****File Number:** REP18/1206**Author:** Town Planner**Authoriser:** Director of Environmental Services**Attachments:**
1. **Draft Airport Usage Fees Policy**  
2. **Draft Airport Usage Fees Schedule**  **REPORT**

Councillors will recall recent reports relating to the concept of increasing revenue from Temora Airport and investigating securing contributions from those who gain the greatest benefit from the Temora Airport.

Council staff have prepared a draft policy relating to the procedures for the introduction and administration of Temora Airport Usage Fees.

The draft policy is attached. In addition, a draft fee schedule is attached, which once the policy is adopted, would be included within Council's Fees and Charges Schedule for 2019/2020.

It is proposed that the draft policy be placed on public exhibition, alongside the proposed fees and charges. Consultation will involve written advice to landowners within the Temora Airpark Estate, consultation with commercial users of Temora Airport and referral of the draft policy and charges to the Aerodrome Users Committee.

It is proposed that Council use a range of fees and charges to secure additional income for the Temora Airport, to assist with long term financial viability.

It is acknowledged that the Temora Airport is provided as a community service and will require ongoing financial contributions from Council's budget, as well as securing grant funding for major projects. The significant benefit to the wider community of providing an airport suitable for commercial and recreational usage justifies this ongoing commitment by Council. However, it is reasonable that those who benefit the most from Temora Airport contribute towards its ongoing maintenance. The levies, fees and charges are considered to be reasonable and are not expected to discourage future investment or usage of the Temora Airport.

RESOLUTION 248/2018**Moved:** Cr Max Oliver**Seconded:** Cr Dale Wiencke

It is recommended that Council:

1. Commence the public exhibition of the Draft Temora Airport Usage Fees Policy and draft fee schedule
2. Refer the draft policy and fee schedule to the Aerodrome Users Committee for consideration

3. Receive a future report detailing the outcomes of the public exhibition

CARRIED

Report by Claire Golder

Function: Engineering

Temora Shire Council

Policy Number: EW15

TEMORA SHIRE COUNCIL



TEMORA

The Friendly Shire

AIRPORT USAGE FEES

DRAFT

Revision Number:
File Name: Airport Usage Fees

Revision Date:
Page Number: Page 1 of 6

*Function: Engineering**Temora Shire Council**Policy Number: EW15*

Review Details

ABOUT THIS RELEASE

DOCUMENT NAME: Airport Usage Fees
CODE NUMBER: EW15
AUTHOR: Temora Shire Council
ENDORSEMENT DATE:

REVIEW

Revision Date	Revision Description	Date approved by Council	General Managers Endorsement

PLANNED REVIEW

Planned Review Date	Revision Description	Review by

Revision Number:
File Name: Airport Usage Fees

Revision Date:
Page Number: Page 2 of 6

Function: Engineering

Temora Shire Council

Policy Number: EW15

PART A Outline

Objectives

This policy is aimed at fulfilling the following objectives:

- (a) Manage ongoing maintenance costs at Temora Airport by requiring commercial operators and event organisers to contribute to the cost of repairing and maintaining airport infrastructure, including runways, taxiways, aprons and other costs associated with use of the airport
- (b) Requiring a financial contribution from those residents of the Temora Airpark Estate, as these landowners gain the most benefit from the infrastructure at Temora Airport
- (c) Linking this policy to Council's annual operational plan and budget, delivery plan and asset management plan, as well as event management policy
- (d) Linking this policy to the Temora Airport Master Plan and the Event Management Application Policy

Background

Temora Airport is a valuable part of a broad economic and social base for Temora Shire. The airport provides recreational and general aviation, including the commercial uses of agricultural operations and flight training, aviation services, as well as the extensive tourism and educational role of the Temora Aviation Museum.

Equally important, Temora Airport has a crucial role in supporting the provision of emergency services to Temora and surrounding areas.

Temora Airport hosts a wide range of events throughout the year, drawing participants and spectators to Temora Shire.

However, the costs associated with maintaining and improving the infrastructure located at Temora Airport is an ongoing budget requirement of Temora Shire Council.

In order to assist with managing these costs, Council has developed options for securing financial input from those airport users that gain the most benefit from Temora Airport infrastructure, being airpark estate residents, commercial operators and event organisers using Temora Airport.

Application

This policy applies to land zoned SP1 Special Activities and SP2 Infrastructure at Temora Airport.

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Function: Engineering

Temora Shire Council

Policy Number: EW15

The policy requires a contribution from users of the Temora Airport in the form of an annual permit and/or landing fees. However, some users of the airport will be deemed to be exempt from these fees, in accordance with the policy.

Airport Usage Fees

- All households of the Temora Airpark estate will be required to pay an annual **Airport Usage Fee**
- Local businesses that are based and operate from Temora Airport will be required to pay an annual **Business Airport Usage Fee**.
- Fees collected will be used to contribute to ongoing maintenance and operations of Temora Airport.

Landing Fees

- Landing fees will apply at Temora Airport, based on the weight of the aircraft, to all commercial aircraft using Temora Airport.
- Larger commercial aircraft place greater demands on airport infrastructure and it is therefore reasonable that heavier aircraft contribute more towards airport maintenance.
- Council will contact regular commercial users of Temora Airport to obtain data of landing frequency, weight of aircraft and fee amount, before preparing six-monthly invoices for payment by the commercial operator (in advance).
- Temora Aviation Museum aircraft, including guest aircraft, are exempt from all landing fees. This exemption applies as a result of their financial contribution in constructing Runway 05/23.
- Landing fee amounts will be set annually by Council.
- Commercial aircraft using Temora Airport will be required to make their landing fee payment prior to any pavement concession that may be required for their aircraft to land at Temora Airport.

Event Fees

- An establishment fee applies for all applications to use the Temora Airport to host an event.

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Function: Engineering

Temora Shire Council

Policy Number: EW15

PART B Procedures

Fee Procedures

Airport Usage Fees

Annual Airport Usage fee invoices be sent to all residents of Temora Airpark Estate and known airport business operators. This will include a written agreement between the applicant and Council relating to safety procedures, access and use of airport infrastructure. The agreement must be signed and returned to Council, along with payment of the relevant fee, by the specified date in order for the resident or business operator to use Temora Airport. Fees are set annually by Council.

Landing Fees

Landing fees for commercial operators, not based in Temora, are set annually by Council.

Fee collection reporting

Details of fee collection will be reported to the Aerodrome Users Committee for monitoring purposes.

Operational Procedure

Commercial Operation

Runway use, taxiing, and refuelling of aircraft shall occur under the direction of Council staff, as required. Planned intensive commercial usage, such as agricultural use, shall be registered with Council at least 24 hours prior to commencement. Council officers shall provide access and egress to aprons and taxiways for support vehicles.

Runway Inspections

The runway shall be inspected by a qualified Council staff member before and after commercial use, subject to Council's discretion. Any damage to facilities shall be repaired at cost to the user. Sealed runways shall be used for landings wherever possible. Ongoing issues with damage to airport runways may result in Council withdrawing access to operators. Council officers may inspect airport usage at any time.

Heavy Vehicles

Heavy vehicle operators shall park vehicles as directed by a Council officer. Agricultural users shall be restricted to the designated agricultural apron.

Events

Event organisers are required to complete Council's event management form, for consideration by Council's Risk Assessment Officer. The establishment fee applies to applications involving the airport. All other Council employee costs to assist with organisation or operations of the event are at Actual Cost, in accordance with Council's Fees and Charges.

Revision Number:
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Temora Shire Council

Policy Number: EW15

Exclusive Hire

Organisations seeking exclusive use of the runways are required to sign an Airport Hire Agreement and pay the associated hire fees which include the services of Council's Airport Safety Officer.

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Draft Airport Usage Fee Schedule

For inclusion in Council's Budget



Segment	User type	Revenue Method	Fee / Charge	Charging Period	Notes
Commercial	Agricultural	Airport Usage Fee	\$396	Per day per operator aircraft – already in place	Usage of agricultural facilities including runways, taxiways and apron plus access roads by trucks, requires involvement by Airport Safety Officer to open and close facilities for access.
	Frequent Commercial	Landing fee	\$12/t	Per landing, charged on an annual basis by negotiation dependent on forecast frequency.	Frequent commercial users include: - Money plane - Mail plane
	Infrequent Commercial	Landing fee	\$12/t	Per landing	Where operators contact Council to advise staff prior to their landing, Council can invoice or provide online payment link via Council's new website form.
	Pilot Training	Landing fee	\$12/t	Per landing, charged on an annual basis by negotiation dependent on forecast frequency. Resident Training Aircraft Discount Rate - 50% off the full per tonnage	This fee incorporates the costs associated with night time training where runway lighting is activated by pilots. Runway lighting remains activated for 15 minutes per activation.

				rate	
		Touch and go	\$12/t	Per landing, 25% of the full rate, charged on an annual basis by negotiation dependent on forecast frequency.	
Recreational	Visitor	Donation	\$10	Per visit	Options: - Voluntary donations box - Voluntary donation via Council's new online payment form on website - Aviation groups collecting fees on behalf of Council (e.g. TFI, TAM, TAC)
	Airpark Resident	Fee	\$400	Per annum	Levy applicable from purchase of land
	Events	Landing fee	\$10	per participant per day	Event examples include: - National Gliding Championships This fee forms part of the event application form and can be discounted or waived by Council upon request where the applicant can demonstrate a significant contribution to the local economy or a worthy cause.

	Non-aviation use	Airport Usage Fee	\$1,000	Per hour	Examples include motor sport racing and testing. Council currently charges up to \$5,000 per day. Includes cost of Council's Airport Safety Officer being onsite during the day. For this financial year, 8 days of use for motor sport are scheduled, generating \$40,000. Involves only the main runway. The north-south runway remains open.
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12 ENVIRONMENTAL SERVICES

12.1 ARIAH PARK PRE SCHOOL

File Number: REP18/1185
 Author: Director of Environmental Services
 Authoriser: Director of Environmental Services
 Attachments: 1. Ariah Park Pre School  

REPORT

Council has fielded a request from the Director and President of the Ariah Park Pre-school committee for Council to facilitate the acquisition of 3048m2 of surplus Crown Land known as Lot 1 DP703492 – Hopetoun Street, Ariah Park



The Committee requests that Council apply to the Department of Crown Lands to place a new Reserve over the above-mentioned site, nominating it for "Community Purposes" over which Council would be declared the Land Manager, which would be sub-delegated to the Aria Park Pre-School Committee.

The Committee are then proposing to make application under the \$43M Start Strong Capital Works Grant program for the necessary infrastructure for a new Pre-School facility to be established.

The letter from the Aria Park Pre-School Committee explains how they are experiencing increased demand and the current site at the Aria Park Memorial Hall, (which was never a built for purpose space) is struggling to meet the ever increasing regulatory requirements for Childcare in NSW.

The proposed benefits of the relocation are outlined in the attached correspondence, along with the expectations of Council in the short and long term if they were to partner the Aria Park Pre-School Committee in the manner they propose.

Budget Implications

Requires further investigation to confirm

RESOLUTION 249/2018

Moved: Cr Max Oliver

Seconded: Cr Claire McLaren

It was resolved that Council gives in principle support to commence the process to become the land manager for the Crown Land.

CARRIED

Report by Kris Dunstan

5 October 2018

Ariah Park Preschool
Memorial Hall
Pitt Street
Ariah Park NSW 2665

Mr Kris Dunstan
Temora Shire Council
Temora NSW 2666

Dear Kris

RE: Grant application to build a new preschool
Proposed Site: 5 Hopetoun Street, Ariah Park – Lot 1 in DP703492
Request for Council to become land managers of a new reserve for community purposes at the Proposed Site (currently crown land)

SUMMARY:

Ariah Park Preschool request that Council request Crown Lands to place a new reserve over the Proposed Site for community purposes. Council would then be appointed as land managers of the Proposed Site.

Ariah Park Preschool (the 'Preschool') would then apply for a grant to build a new preschool on the Proposed Site.

BACKGROUND:

Start Strong Capital Works Grants program:

The \$43 Million Start Strong Capital Works Grants program aims to increase the number of 600 hour community preschool places available in areas of high need and demand.

The Preschool currently offers 20 places for three days per week. In 2019 the Preschool will be offering 20 places for four days per week to meet increased demand. The Preschool is experiencing difficulty meeting demand for preschool places this year and has seen an increase in demand for places following the unavailability of children's family daycare in Ariah Park earlier this year. There is currently no children's daycare in Ariah Park.

The Preschool is a community preschool and is therefore eligible to apply for a grant to build a new preschool.

Grant applications close on 2 November 2018.

Problems with the current site:

The Preschool would like to pursue this opportunity to relocate from its current site at the Aria Park Memorial Hall. The Preschool is currently located in an annex off the Memorial Hall which is owned by the Aria Park Hall Committee.

The annex is not a built for purpose space and therefore the Preschool is constantly required to upgrade the facilities to meet regulatory requirements such as staff and administrative amenities. The annex is long and narrow and not ideal for children. It is cold, draughty and not vermin proof.

The Preschool may be accessed by anyone using the hall and this presents concerns about protecting personal information that the Preschool is required to hold and manage in accordance with relevant privacy laws. The Preschool is also required to move its furniture and resources out of the annex for functions that are in the hall and this presents an unnecessary workload for staff.

The current outdoor space for the Preschool is Harper Park. It has public toilets and is open to the public at all times, including when the Preschool is open. This presents a child protection issue and is a source of concern when meeting our regulatory requirements.

As it is a public space, vandalism is a concern and our play experiences are limited by the constant packing and unpacking of equipment.

The current site has ongoing sewerage problems as the Preschool kitchen waste water must be pumped to the hall septic system located at the back of the public toilets. A grant was recently obtained to replace the waste water pump, however, the new pump has stopped working again, presenting a possible health risk, causing damage to kitchen cupboards and creating a foul smell in the Preschool.

Benefits of the Proposed Site:

The Preschool considers that the Proposed Site for a new preschool is a much more appropriate site as it is located next to Aria Park Central School, the teacher's flats and the police station. The site is a much quieter traffic area than the current Pitt Street location, which is often used by trucks.

The Proposed Site has significantly more space for parent's cars and school buses to access the site safely.

The proposed new preschool building plan will make provision for an extra room for children's daycare as it is envisaged that this will be a necessity in Aria Park in the future.

The proposed plan will also provide room for visiting specialists such as speech therapists and occupational therapists. The new preschool could also be used for playgroups, mother's groups, and a meeting place for families or small conferences.

Council's involvement:

We have spoken to Crown Lands in Wagga about acquiring the Proposed Site to build a new preschool.

Crown Lands has recommended that Council directly requests Crown Lands to place a new reserve over the Proposed Site for community purposes. Council would then be appointed as land managers of the Proposed Site.

A long term lease would then need to be entered into between the Preschool and Council to meet the grant requirements. The Preschool could then apply for the grant to build a new preschool on the Proposed Site.

The proposed new preschool capital works would be at no cost to council as the grant would cover all costs (the Preschool is required to contribute 5% of the total cost of the capital works and has savings to cover this expense).

The Preschool notes that Council currently mows the preschool grounds and would be appreciative if Council would continue to mow the grounds at the new site.

We look forward to your reply.
Yours faithfully

Leanne Nixon
Director

Jillian Edis
President

12.2 TEMORA LOCAL ENVIRONMENTAL PLAN - REVIEW UPDATE

File Number: REP18/1187
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORTBackground

Councillors will recall reports in March 2018 where Council received an update on the Temora Local Environmental Plan (LEP) 2010 Review.

Within these reports it was highlighted that there were several areas of the Temora Local Environmental Plan 2010 that required review, covering permitted and prohibited land uses, heritage items, zoning and open space.

Council offers have been working on various aspects of this review during 2018.

Consultation with Department of Planning and Environment

Council's Town Planner has recently been in contact with the Department of Planning and Environment (DPE) Regional Office, discussing the Temora LEP Review Progress.

Due to the wide range of issues that are in the process of being reviewed, it has been recommended by the DPE that the areas of review be separated into separate amendments, rather than a single comprehensive review. This is due to the complexity of the issues and the need for targeted consultation with specific land owners.

It is therefore proposed to separate the overall review into five distinct projects, to be completed generally in the following order:

1. Review of the land use table, where land uses are listed as either permitted with or without consent, or prohibited
2. Correcting minor heritage details and listing additional heritage items, following consultation with landowners
3. Residential and Large Lot Residential zoned land
4. Land zoned for Aviation purposes
5. Open space review

Council will receive further information about the LEP projects in the coming months.

RESOLUTION 250/2018

Moved: Cr Claire McLaren
Seconded: Cr Dennis Sleigh

It is recommended that Council note the update on the Temora Local Environmental Plan Review

And hold a workshop for Point 1 above.

CARRIED

Report by Claire Golder

Claire Golder left the meeting at 5:08pm.

13 ADMINISTRATION AND FINANCE**13.1 OFFICE CLOSURE 2018**

File Number: REP18/1127
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

Christmas and Boxing Day holidays fall on Tuesday & Wednesday this year. The Service NSW office will be closed on Thursday 27 December 2018 for their picnic day and New Year's Day falls on Tuesday 1 January 2019.

It is proposed that for the period 27 December 2018 to 31 December 2018 inclusive, the Shire Office be closed.

All emergency personnel will be available and on call if required and normal waste management operations will be in operation.

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 RMS agencies & Council offices in the region close for this period.

NOTE: Council closed the office for a similar period over the last four years and received no complaints.

RESOLUTION 251/2018

Moved: Cr Kenneth Smith
Seconded: Cr Dale Wiencke

It was resolved that Council approves the closure of the Temora Shire Council office between the period 27 December 2018 to 31 December 2018.

CARRIED

Report by Steve Firth

14 CORRESPONDENCE**14.1 LOCAL GOVERNMENT NSW - REQUEST FOR FINANCIAL ASSISTANCE****File Number:** REP18/1129**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. LGNSW  **REPORT**

Local Government NSW is requesting assistance with legal costs with the appeal of Land and Environment Court rating categorisation decision of City of Sydney Council, North Sydney Council and Bayside City Council.

The Court of Appeal heard the matter in July and has reserved its decision and judgement is expected later in the year.

Temora Shire Council has received an invoice for \$1,648.40. There is no obligation on Council to provide financial assistance, in previous requests Council has contributed.

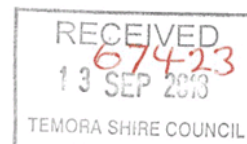
RESOLUTION 252/2018

Moved: Cr Dennis Sleigh

Seconded: Cr Graham Sinclair

It was resolved that Council makes the payment of \$1,648.40 to Local Government NSW to assist with legal costs.

CARRIED



Our File Ref: R17/0031
Further contact: Jessica Wood, Legal Officer: 9242 4125

7 September 2018

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

Dear Mr Lavelle PSM

Request for financial assistance for legal costs associated with the appeal of Land and Environment Court rating categorisation decision – City of Sydney Council, North Sydney Council and Bayside City Council

We are writing to request your assistance with legal costs incurred by the above councils in respect of an appeal of the Land and Environment Court's decision in *Karimbla Properties v Council of the City of Sydney; Bayside City Council and North Sydney Council* [2017] NSWLEC 75. The judgement can be viewed on the Land and Environment Court's website.

On 6 October 2017, the Board of LGNSW resolved to approve applications for legal assistance made by the City of Sydney Council and Bayside Council in accordance with the *LGNSW Legal Assistance Policy and Guidelines (November 2015)*, which is available at <https://www.lgnsw.org.au/files/imce-uploads/127/legal-assistance-policy-guidelines-november-2015.pdf>. On 9 February 2018, the Board approved an application for legal assistance made by North Sydney Council.

The LGNSW Board considered that this case is of importance to local government throughout NSW.

By way of background, the case concerns the interpretation of section 516 (1) (a) of the *Local Government Act 1993*, being the categorisation of ratable land as "residential". The Land and Environment Court held that land, on which development for the purposes of a residential development was being carried out in accordance with a development consent, is to be categorised as "residential", even though building construction was not complete and occupation certificates for use of buildings for residential accommodation had not been granted. The Court also found that Karimbla Properties are entitled to refunds of any rates paid for the land as a result the land being categorised by the councils as "business".

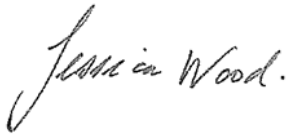
The three councils appealed the Land and Environment Court's decision. The Court of Appeal heard the matter in late July and has reserved its decision. Judgement is expected later in the year.

LOCAL GOVERNMENT NSW
GPO BOX 7003 SYDNEY NSW 2001
L8, 28 MARGARET ST SYDNEY NSW 2000
T 02 9242 4000 F 02 9242 4111
LGNSW.ORG.AU LGNSW@LGNSW.ORG.AU
ABN 49 853 913 882

Our request for assistance is detailed in the attached invoice. There is no obligation on Council to provide financial assistance. If Council chooses not to provide assistance, the invoice may be disregarded.

Please contact me on (02) 9242 4125 if you would like to discuss this matter.

Yours sincerely,

A handwritten signature in cursive script that reads "Jessica Wood".

Jessica Wood
Legal Officer



ABN: 49 853 913 882
 GPO Box 7003 SYDNEY NSW 2000
 Level 8 28 Margaret Street SYDNEY NSW 2000
 Tel: (02) 9242 4000 Fax (02) 9242 4111
 www.lgnsw.org.au lgnsw@lgnsw.org.au

Tax Invoice

Invoice Number 80249
 Date 07/09/18

Invoice to:

Temora Shire Council
 Po Box 262
 TEMORA NSW 2666

Customer Code **Customer Reference**

ZZTEMO

Item Code	Item Description	Invoice Quantity	Per	Price	GST	Amount
LEGA	Legal Costs incurred in the matter of Karimbla Properties v Council of the City of Sydney; Bayside City Council; and North Sydney Council [2017] NSWLEC 75 which considered the construction of section 516 (1) (a) of the Local Government Act 1993 (please refer to attached letter)	1		1498.55	149.85	1,648.40

Attn: The General Manager



Terms: 30 Days Invoice Date

Total Includes GST of
149.85

Total
1,648.40

Payment to: Local Government NSW BSB: 062005 Account No. 00090198

14.2 MURRUMBIDGEE LOCAL HEALTH DISTRICT - 2018 DRAMATIC MINDS FESTIVAL

File Number: REP18/1133
Author: Executive Assistant
Authoriser: General Manager
Attachments: 1. MLHD  

REPORT

Murrumbidgee Local Health District will be holding the 2018 Golden Plains Dramatic Minds Festival at the Temora Town Hall on Friday 19 October 2018 from 10:30am – 2:00pm, and are requesting for the hire fees to be waived for the event.

The cost for hire would be \$275.00.

RESOLUTION 253/2018

Moved: Cr Dennis Sleigh
Seconded: Cr Kenneth Smith

It was resolved that Council donates \$275.00 for the hire of the Temora Memorial Town Hall for the 2018 Golden Plans Dramatic Minds Festival.

AND FURTHER

That Council advises the applicant that requests need to be in 3 months prior to the event.

CARRIED



20th September 2018

Mr Gary Lavelle
General Manager
Temora Shire Council
105 Loftus St
TEMORA NSW 2666

Dear Gary,

Re: Use of Temora Town Hall for the 2018 Golden Plains Dramatic Minds Festival.

We have held the Dramatic Minds Festival over the past two years at the Temora Ex-Services Club to take advantage of the large screen. Feedback from last year's Festival was that the young people, parents and teachers preferred to return to the Town Hall. I have been able to obtain a large screen without charge. So this now seems feasible.

We have planned the 2018 Dramatic Minds Festival for Friday 19th October from 10:30am to 2:00pm. The schools involved include Temora High School, St Anne's Catholic School, Aria Park Central School, Coolamon Central School, Ungarie Central School and West Wyalong High School. The Schools will participate through drama, film and creating art works around the theme of mental wellbeing.

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

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/

14.3 ST PAULS ANGLICAN CHURCH - CAROLS 2018 WAIVING OF FEES**File Number:** REP18/1135**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. St Pauls Anglican Church  **REPORT**

St Pauls Anglican Church is requesting Council to waive the \$150 fee for the hire of the Sound Shell for the 2018 Carols by Candlelight.

Cr Rick Firman declared a non-pecuniary interest in relation to item 14.3 St Pauls Anglican Church – Carols 2018 Waiving of Fees, due to being a Member of the St Pauls Anglican Church.

RESOLUTION 254/2018

Moved: Cr Graham Sinclair

Seconded: Cr Dale Wiencke

It was resolved that Council donates \$150.00 to the St Pauls Anglican Church for the hire of the Sound Shell.

CARRIED



67562
PO Box 125
Temora 2666
T 69780790

21st September 2018

Mr Gary Lavelle
General Manager
Temora Shire Council
105 Loftus Street
Temora 2666

Dear Sir



As organisers of the annual Carols by Candlelight this year, we would ask that you would decide to waver the \$150 fee for hire of the sound shell.

We would appreciate your assistance in helping with our expenses in hosting this community event.

Yours faithfully

Judy Parkin
Parish Secretary

14.4 DIRNASEER HALL COMMITTEE - MOBILE STAGE

File Number: REP18/1178
Author: Executive Assistant
Authoriser: General Manager
Attachments: 1. Dirnaseer Hall  

REPORT

The Dirnaseer Memorial Hall Committee will be holding an event Mate helping Mate on Saturday 27 October 2018 to support regional communities doing it tough in the drought.

The committee would like to hire the mobile stage for the event to use for speeches and live music on the night. A committee member has offered to collect and return the stage at his cost.

RESOLUTION 255/2018

Moved: Cr Dale Wiencke
Seconded: Cr Kenneth Smith

It was resolved that Council approves the hire of the mobile stage for the Dirnaseer Memorial Hall Mate helping Mate event on 27 October 2018.

CARRIED

Kris Dunstan

From: Dirnaseer Hall <dirnaseerhall@LIVE.COM.AU>
Sent: Thursday, 4 October 2018 7:58 PM
To: Kris Dunstan
Subject: Mate Helping Mate community drought mental health evening - Saturday 27th October 2018

Good evening Kris

I am writing on behalf of the Dirnaseer Memorial Hall Committee. Our local Hall is hosting a Mate Helping Mate community drought mental health evening on Saturday 27th October 2018 to support our regional communities doing it tough in what has been a very difficult year in the current drought conditions.

We are having a speaker on the night from Mate Helping Mate to discuss mental health awareness with a focus on the current drought conditions and its affect throughout our communities, as well as providing information on the types of drought support available to our local farmers. We then hope for our communities to come together and enjoy a positive evening with live music, food and entertainment for the kids. We will be providing a BBQ dinner and supper with BYO beverages. Entry will be free.

We would like to enquire about borrowing Temora Shire Council's old stage trailer to use for the speeches and live music on the night, if possible. Our committee member Michael Miller has offered to collect and return the stage at his own cost and can do this at any time before and after the event at your convenience.

We welcome all your staff to come along to this community event and will forward a copy of the flyer once its finalised in the next few days.

If you have any questions at all please feel free to give me call or send us an email.

Kind regards,

Jason Willis

Dirnaseer Memorial Hall Committee

Phone: 0412 650 617 | Email: dirnaseerhall@live.com.au

14.5 TEMORA LITTLE ATHLETICS - SPONSORSHIP 2018 CARNIVAL**File Number:** REP18/1201**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Little Athletics  **REPORT**

Temora Little Athletics' is requesting sponsorship for the annual carnival to be held on 11 November 2018.

The have a range of sponsorship from \$25.00 to \$100.00.

RESOLUTION 256/2018

Moved: Cr Claire McLaren

Seconded: Cr Lindy Reinhold

It was resolved that Council donates \$100.00 to the Temora Little Athletics annual carnival on 11 November 2018.

CARRIED



SPONSORSHIP OF EVENTS AT
2018 TEMORA LITTLE ATHLETICS CARNIVAL

Our annual carnival is being held on 11th November, 2018 and we would greatly appreciate it if your business/organisation could provide sponsorship for some of the events being conducted at the carnival.

We provide medals for the first three placegetters in each event and sponsorship would be
 2 events \$25, 4 events \$50, 6 events \$75, 10 events \$100

Sponsorship of events will be advertised in the carnival program and announced prior to the commencement of the events.

For advertising to be included in the carnival program please reply before 22nd October, 2018 by returning the section below to: info@temoralac.org.au

or
 The Carnival Manager
 Temora Little Athletics Centre
 P.O. Box 227
 TEMORA NSW 2666

In appreciation,

TEMORA LITTLE ATHLETICS COMMITTEE

Name of business/organisation:

Nominated amount: \$.....

2 events \$25 4 events \$50 6 events \$75 10 events \$100

- Cheque payable to Temora Little Athletics attached
- Direct Debit BSB: 802 367 A/C: 400263795 Name: Temora Little Athletics Centre Inc.

There are approximately 75 track events and 100 field events conducted at the Carnival. If the business/organisation prefers to sponsor certain events please number six of the following events in order of preference.

<u>Track</u>	<u>Field</u>
Hurdles	Long Jump
50 metres	Triple Jump
70 metres	High Jump
100 metres	Discus
200 metres	Shot Put
400 metres	Javelin
800m / 1500m	

Cr Dennis Sleigh and Mr Kris Dunstan declared a non-pecuniary interest in relation to item St Anne's Garden Viewing, due to being members of the School Board.

1. GENERAL MANAGER

St Anne's Garden Viewing – Requesting the use of Callaghan Park for market stalls and BBQ on Sunday 28 October 2018.

RESOLUTION 257/2018

Moved: Cr Max Oliver

Seconded: Cr Graham Sinclair

It was resolved that Council grants permission for St Anne's Garden Viewing to use Callaghan Park on 28 October 2018.

CARRIED

2. GENERAL MANAGER

Recreation Centre - Council has received correspondence from an Elite Athletic who requests to use the Recreation Centre for netball training and requests a reduced price for the hiring.

RESOLUTION 258/2018

Moved: Cr Dale Wiencke

Seconded: Cr Dennis Sleigh

It was resolved that Council charges the athlete \$20.00 per month for the use whilst training.

CARRIED

3. GENERAL MANAGER

New Mobile Stage – The new mobile stage is one month behind time, as the business owner moved premises. A policy for the new stage will also be discussed at the Policy workshop on the 29 October 2018.

15 NOTICE OF MOTION

Nil

16 BUSINESS WITHOUT NOTICE**1. CR JUDD**

Warbirds Dinner – It was good to see Mr Peter Anderson, commentator at the Aviation Museum events receive recognition from Mr David Lowy last week. Mr Anderson now does commentating for 2 major airshows in New Zealand and 3 airshows in England.

Next year it will be the 20th anniversary for the Aviation Museum in Temora.

Mary Gilmore Festival- The festival has always been on a circuit and this year Rosewood has moved their date and it will clash with Mary Gilmore Festival date. The festival this year could take a significant hit with attendees. The Committee has spoken with Rosewood and expressed disappointment with them changing their date. They advised that they would revert back to their previous weekend next year.

2. CR FIRMAN

Cr Sinclair, Cr Judd, General Manager Gary Lavelle and himself will be attending the the Local Government NSW Conference in Albury next week 22 - 23 October 2018.

Presentation of Mayoral Citation for the Australian Defence Force Men & Women will be held on Friday 9 November 2018 at 3:00pm.

Poppies over Temora on the 11 November 2018.

Council is extremely impressed with the staff at Warbirds Downunder. Alex Dahlenberg was responsible for the traffic movement and this worked very well. Grateful to all all staff on the work carried out for the event.

17 COUNCILLORS INFORMATION PAPER

RESOLUTION 259/2018

Moved: Cr Kenneth Smith

Seconded: Cr Dennis Sleigh

It was resolved that the Information Reports be received.

CARRIED

1. LIBRARY FUNDING

Council write and thank the Local State Member for the increase in Library funding.

RESOLUTION 260/2018

Moved: Cr Claire McLaren

Seconded: Cr Dennis Sleigh

It was resolved that Council write to Local Member Ms Steph Cooke and thank her for the increased Library Funding.

CARRIED

17.1 NOTICE BOARD - OCTOBER 2018

File Number: REP18/1200
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

OCTOBER 2018

12-14 Warbirds Downunder
12 Richards Gilewitz Concert – Meagher Building Basement
17-21 Mary Gilmore Festival
21 Wong Family Concert – Temora Memorial Town Hall
27 Temora Town Markets – Paleface Park

NOVEMBER 2018

Bald Archy Exhibition – Bundawarra Centre

17.2 TOWN HALL INCOME & EXPENDITURE - SEPTEMBER 2018

File Number: REP18/1198
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

INCOME	\$
Balls	
Bar	
Concerts	
Coolroom	31.82
Crockery Hire	54.54
Dance Prac	70.00
Dances	
Foyer	
Hall	1,194.54
Kitchen	197.72
Musical Recital	
Piano Hire	138.18
Performances	
Presentation Nights	
Stage Hire	396.00
Supper Room	
Table Hire	
Wedding Receptions	
Workshops	
TOTAL INCOME	\$2,082.80
EXPENDITURE	\$
Utilities	
Gas	
Water	
Electricity	
Rates	
Cleaning	
Supplies	
Wages	520.00
Maintenance	
Includes Plant, Stores, Handyman's Wages	985.09
Administration	
Wages	309.78
Miscellaneous	
TOTAL EXPENDITURE	\$1,814.87

17.3 WORKS REPORT - SEPTEMBER 2018

File Number: REP18/1149
Author: Secretary Engineering
Authoriser: General Manager
Attachments: Nil

WORKS REPORT SEPTEMBER 2018

Main Roads

- MR57-Inspection & routine maintenance
- MR84-Inspection & routine maintenance
- MR57-Heavy patching
- MR84-Heavy patching

Local Roads

- Bundawarra Road
- Fishers Road
- Nesses Road
- Back research
- Fritsch's Road
- Trungley culverts
- Morangarell Road - prep for sealing

Urban Temora & Ariah Park

- Saleyards clean up
- K & G maintenance
- Trees maintenance
- Events

Works planned for next month - October

- Sealing Morangarell
- Sealing heavy patches
- Resealing state Road
- Trungley culverts
- Trewin's Lane gravel resheet
- Depot upgrade
- Warbirds

FOR COUNCILS INFORMATION

Report by Mick Mannion

17.4 BUILDING APPROVALS - SEPTEMBER 2018

File Number: REP18/1180
Author: Environmental Secretary
Authoriser: General Manager
Attachments: Nil

DEVELOPMENT CONSENTS ISSUED

- ✓ DA 25/2018 – Lot 654; DP 750587; Mimosa Street, Temora – Primitive Camping Ground
- ✓ DA 38/2018 – Lot 941; DP 130014; 558 Schuberts Road, Trungley Hall – Recreation Facility (Outdoor) Shooters/Rifle Range, Amenities and Parking area and Additionally a Planning Proposal for the Temora Local Environmental Plan Amendment No. 4
- ✓ DA 57/2018 – Lot 13; DP 758957; Section 26; 158 Camp Street, Temora – Demolition of Existing Dwelling
- ✓ DA/CC 58/2018 – Lot 2; DP 593833; 29 Junee Road, Temora – Storage Premises (Unenclosed)
- ✓ DA 59/2018 – Lot 7; DP 750587; 119 Aurora Street, Temora – Extension to former Scout Hall to provide Art Workspace
- ✓ DA 60/2018 – Lot 2; DP 773926; 39 Deutcher Street, Temora – Demolition of Existing Dwelling
- ✓ DA/CC 61/2018 – Lot 2; DP 667955; 173 DeBoos Street, Temora – Residential Storage Sheds/Garages & Swimming Pool
- ✓ DA/CC/FSS 64/2018 – Lot 1; DP 1022521; 57 Goldfields Way, Temora – Storage Premises

COMPLYING DEVELOPMENT ISSUED

- ✓ CDC 33/2018 – Lot 879; DP 750587; 102 Golf Club Road, Temora – Entertainment Area (attached)
- ✓ CDC 34/2018 – Lot 5; DP 758957; Section 16; 109 Crowley Street, Temora – Dwelling Additions & Alterations
- ✓ CDC 35/2018 – Lot 5; DP 758957; Section 27; 131 Twynam Street, Temora – Dwelling Additions & Alterations
- ✓ CDC 36/2018 – Lot 9; DP 593894; 76 Haig Street, Temora – Residential Storage Sheds/Garages
- ✓ CDC 37/2018 – Lot 19; DP 758957; Section 8; 126 Aurora Street, Temora – Awning Extension to Existing Shed

17.5 REGULATORY CONTROL - SEPTEMBER 2018

File Number: REP18/1205
Author: Environmental Secretary
Authoriser: General Manager
Attachments: Nil

Item	Investigate Incidents	Orders Issued Y/N	Penalty Infringement Y/N	Notes
Illegal Parking	Carried out 4 inspection days			No issues
Hoskins Street Patrol	6 patrols	No	No	5 spoken with
School Zones	12	No	No	
Noise	4	No	No	
Air Quality		No	No	
Illegal Dumping/Littering	1	No	No	TV – Brays Lane
Overgrown/Untidy Blocks	4	No	No	Progressing
Impoundments (other)	1	No	No	Vehicle back Wagga Road
Lake Walking Track – leashed animals	30 Visits	No	No	
Animal Welfare	4	No	No	2 Dogs & 3 horses Monitored
Dangerous Dogs	3	No	No	1 Order Issued, 2 reports
Impounded – Dogs	7	No	No	4 Claimed
Noise Animals	2	No	No	Animal welfare monitoring charges pending
Nuisance Animals – Trapping	3	No	No	3 cats
Nuisance Animals	5	No	No	5 cats
Dead Animal Removal	2	No	No	1 magpie, 1 possum
Keeping of Horses in Residential Areas	7	No	No	3 horses not found 4 monitor
Main Street Sign Approvals Inspections	0	No	No	
Rural Stock Incidents	3	No	No	2 pigs, RSPCA investigation underway, stock on road
Fruit Fly	2	No	No	Monitor & Cleanup
Euthanised	10	No	No	6 Cats , 2 dogs, 2 kangaroos

Contact from resident regarding the article in the paper regarding bikes/scooters on Hoskins Street stating it is incorrect for U12 – U16.

Bikes recreational vehicles not correct.

Ranger accompanied police on some Hoskins Street patrols.



Report by Ross Gillard

17.6 CINEMA REPORT - SEPTEMBER 2018

File Number: REP18/1164

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Cinema Report  

TOWN HALL THEATRE
Operating Statement

	July	August	September	Total YTD
Candy Bar				
Income	5,748	1,670	2,348	9,766
Purchases	(1,329)	(1,625)	(31)	(2,985)
	<u>4,419</u>	<u>45</u>	<u>2,317</u>	<u>6,781</u>
Admissions				
Income	13,176	4,874	5,760	23,809
Audio Visual Purchases	(6,018)	(3,089)	(2,171)	(11,278)
	<u>7,158</u>	<u>1,784</u>	<u>3,588</u>	<u>12,531</u>
Other Income				
Facility Hire	610	468	491	1,569
Sale of Advertising	182	182	182	545
Event Catering	36	55	36	127
	<u>828</u>	<u>705</u>	<u>709</u>	<u>2,241</u>
Other Costs				
Advertising	(175)	(299)	-	(473)
Bank Fees	(85)	(160)	(86)	(330)
Cleaning	(210)	(517)	(244)	(970)
Computer Costs	(220)	-	(492)	(713)
Event Catering Expenses	-	-	(78)	(78)
Freight	(67)	(152)	(97)	(316)
General Maintenance	(914)	-	-	(914)
Materials Purchased	(12)	(2)	(151)	(166)
Rates & Electricity	(1,114)	(1,511)	-	(2,625)
Employee Costs	(2,326)	(4,600)	(3,310)	(10,236)
Sundry Expenses	10	(22)	(15)	(27)
Telephone & Internet	(82)	(85)	-	(167)
	<u>(5,195)</u>	<u>(7,347)</u>	<u>(4,474)</u>	<u>(17,015)</u>
Total Cinema Result	<u>7,210</u>	<u>(4,813)</u>	<u>2,141</u>	<u>4,538</u>

17.7 CASH & INVESTMENTS - PERIOD ENDED 30 SEPTEMBER 2018

File Number: REP18/1214

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Cash & Investments  


 Temora Shire Council
Cash & Investments
 For the period ended 30th September, 2018

	Original Budget 2018/19	Revised Budget 2018/19	Actual YTD Figures
Externally Restricted			
Sewerage Services	1,080,137	1,080,137	1,354,843
Waste Management	867,297	867,297	882,380
S94 Contributions	0	0	0
<i>HACC</i>			
HACC Unexpended	711,785	711,785	529,632
HACC-ELE	144,879	144,879	144,879
Total HACC	856,664	856,664	674,511
Total Externally Restricted	2,804,098	2,804,098	2,911,735
Internally Restricted			
Leave Reserves	358,014	358,014	1,758,014
Roads Reserve	985,603	985,603	317,089
Local Roads	428,411	428,411	536,331
FAGS Received in Advance	0	0	0
Industrial Development	197,603	197,603	197,603
Plant & Vehicle	269,392	269,392	572,094
Izumizaki Donation	2,152	2,152	2,152
Gravel Royalty	616,930	616,930	610,307
Medical Complex Development	45,870	45,870	47,306
Infrastructure	776,010	776,010	495,035
Infrastructure - Airpark Estate	194,734	194,734	0
MapInfo/GIS Upgrades	17,700	17,700	17,700
Ariah Park Youth Hall Revote	6,402	6,402	5628
Stormwater Drainage Flood Studies & Construction Programs	71871	71,871	115138
Temora West Sportsground Upgrade Dressing Shed & Toilets Rev	0	0	135000
Mobile Stage Upgrade Revote	28179	28,179	3722
Town Entrance Beautification Revote	0	0	0
Digital Two Way Radio Upgrade	25000	0	12500
Computer Upgrade	0	0	0
Lake Centenary Repair Bank Erosion and Sand	0	0	69909
Airport Hangar Driveway and Retaining Walls	0	0	9500
Total Internally Restricted	4,023,871	3,998,871	4,905,027
Total Reserves	6,827,969	6,802,969	7,816,762
Cash & Investments			
Westpac Cheque Account			194,594
Macquarie Bank DEFT Account			2,058
Bank of Queensland			500,000
BankWest			500,000
BankWest			500,000
Bankwest			512,256
NAB			500,000
ME Bank Term Deposit			500,000
BOQ			500,000
Bankwest			500,000
AMP Term Deposit			576,989
AMP Term Deposit			502,762
AMP Business Saver Account			30,700
AMP Notice Account			3,471
NAB Term Deposit (24-701-8261)			519,113
NAB Term Deposit (77-177-3095)			500,000
AMP Term Deposit			545,976
Bank of Queensland			500,000
BankWest			505,000
Westpac Cash Reserve			4,907
Total Cash & Investments	6,827,969	6,802,969	7,897,826
Available for Operating Expenditure		***	81,064

I certify that the investments have been made in accordance with the Act, the Regulations and Council's actual Investment Policy.


 Steve Firth
 Responsible Accounting Officer

17.8 PINNACLE COMMUNITY SERVICES - FINANCIAL REPORT**File Number:** REP18/1209**Author:** Financial Accountant**Authoriser:** Director of Administration & Finance**Attachments:** 1. Pinnacle Community Services - Financial Report - September 2018 [!\[\]\(5a132f13505a6571904d622757b7a8f0_img.jpg\)](#) [!\[\]\(0f17417dd77a61b2fdbff69a33adf9f2_img.jpg\)](#)

**Pinnacle Community Services
Financial Report
As at 30th September 2018**

	July YTD	Aug YTD	Sept YTD
Disability Services - State Block Funding	129,939	132,244	132,725
Supported Independent Living	18,304	8,845	(1,986)
NDIS Packages	45,323	61,960	25,605
Contracted/Brokered Services	(2,600)	4,343	9,717
Aged Care - Commonwealth Funded Block Funding	(84,897)	(52,663)	(35,457)
Home Care Packages	(44,524)	(71,224)	(100,026)
Community Transport Programs	(43,914)	(14,809)	1,634
Transition Funding	720	875	875
Overheads - to be distributed quarterly	10,148	20,533	24,121
Termination Payments - Funded by ELE Reserves	(130,390)	(130,390)	(130,390)
Net (Surplus)/Deficit	(101,892)	(40,287)	(73,184)

11/10/2018 11:37 AM

17.9 ARIAH PARK MARY GILMORE FESTIVAL MEETING MINUTES 4 SEPTEMBER 2018

File Number: REP18/1116

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Ariah Park Mary Gilmore Festival [↓](#) 

Ariah Park Mary Gilmore Festival CommitteeA Section 355 Committee Of The Temora Shire CouncilMinutes From Meeting Held 4/9/2018

Meeting Opened by President- Chris Mutton - 7:35 pm

Present - R Wall, Allen Penfold, Patty Vearing, Chris Mutton ,Nigel Judd ,Jane Sanders
 ,Julie Colwill

Apologies , Francis Dwyer, Cheryl Goff

Minutes Of Meeting

Read by Robyn Wall

Moved - Allen **Seconded** - Chris

Minutes be Accepted Passed

Treasures Report

Opening balance	\$8453.11
<u>Inward</u>	
A L Chalmers	\$200.00
Ian & Trudy Sherwood	\$100.00
Income	\$300.00
<u>Outward</u>	
Float for raffle	\$ 160.00
<u>Closing Balance</u>	\$8,593.11
Term Deposit	\$23,00.00
Term deposit (withdrawn)	\$15,000
Term deposit remaining	\$8,243.49
Available funds	\$31,836.66

Moved –Patty Vearing Seconded R Wall

Report be accepted passed

Correspondence:

Inward

Account from R wall for fire extinguisher and re stocking first aid kit

Account due for independent news paper

Out ward

Business Arising:

1. raffle books are being printed
2. working bees needed for set up for festival
- 3 Caravan needed for front gate for ticket sellers
4. chairs to be removed from pavilion on Friday night
5. someone if possible to help b&S put up fence
6. R Wall to organize food prices for meals get quotes from Wagga
7. school still have banner to change dates of
8. Patty to send 3 folds to be printed
9. Patty to organize payment to aphra
- 10 committee to provide biscuits and tea or coffee Friday night
- 11.fire extinguisher and blanket are bought
- 12 Nigel to get only 4a flyers printed
- 13 Nigel to put add in Roam and organize other adds for festival
- 14 report given by Nigel re promotion
- 15 money taken out of term deposit to cover festival costs
16. Chris to do training for Thomas the tank engine

Discussions

Need to order more arm bands (patty to organize)

Closed circuit tv advertising festival in local shop window when is it going to start?

Meeting closed 9.10 pm

17.10 TEMORA'S OWN ART & CRAFT MINUTES OF MEETING - 15 SEPTEMBER 2018**File Number:** REP18/1112**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. TOAC Minutes [!\[\]\(cbe2492b119e39e02a1dab2af4a4b296_img.jpg\) !\[\]\(2f36c159ea3670f7a62f64a4f1cf5c05_img.jpg\)](#)

Temora's Own Arts and Crafts General Meeting 15th September Minutes

Meeting Opened: 1.30pm

Present:

As per Attendance Book

Apologies:

Olga Hetherington, Frances Chaffey, Pat Neasmith, Narelle Williams, Renee Denyer, Doug McGuirk, Jeanette Player

Previous General Meeting Minutes read as a true and correct record

Moved: Alison Bushell

Seconded: Kaye baker

Business Arising from Minutes:

Disable Ramp: Ken Smith spoke to the meeting saying that council has been in touch with the owner of the building with the view to making the front step into a ramp but the owners of the building do not seem to want to spend any money.

A motion was put to the meeting:

"The existing disabled ramp is to be placed at the front step each morning with the plant trolleys placed at each end closest to step and be brought in each evening upon closing"

Moved: Viv Leary

Seconded: Jean Groth

Passed

Financial Report:

Tabled Report from Cath New

I have included a full report for the 2017/18 as the one presented at the AGM is up to the end of May.

Bank balance at 31 August 18	\$27576.94
	Since paid:
Members	\$6275.65
TSC – Carpet	\$3939.92
TSC – phone	\$36.68
Fritsch Bros – reconnect cameras	\$44.00
C New – admin	\$60.00
Amended Balance:	\$17220.69

Correspondence In:

Nil

Correspondence Out:

Letter of thanks sent to Mary Jane Temora Floor coverings

Business to be discussed:

- Back Room Clean up
 - Vicki and Narelle moved the shelf cupboard and all the glass jars have been stacked for easy access.
 - Vicki explained how she approached Ben Readon to see if he could use any of the glass that was in the store room, Ben explained that most of it was unusable but he would take it to the recycle for us.
 - Wooden Trestle tables donated to the Temora Rugby Club.
 - Lockup room: Viv call all the members who had items out of date and left in the lockup room explaining that the items needed to be collected.
 - Some members were not contactable and when those items have been there longer than 3 months they will be donated to Vinnes or The Sallies
 - **The Out Door Team from Temora Shire Council removed the old Cabinet and Ewaste to the tip.**
- Roster
 - The roster was discussed at length with a few members still complaining that they are unable to get the shifts they need.
 - The Committee decided that we will print and leave a complete month of the roster on the 1st day of each month and members will be urged to call in on that day and put their names in the shifts they want.

- It is hoped that only having to do 4 shifts month to receive 20% commission rate will help to allay member's angst.
- Extra workers are needed for the October Long weekend 29th-30th Sept & 1st October for the Saturday Afternoon and Saturday Night Shifts
- Warbirds Downunder Saturday 13th October Afternoon and Evening Shifts
- Cooking
 - It was brought to the committee's attention that some cooking was removed because when a committee member tasted the biscuit they were not edibles. The cook concerned was contacted and it transpired that she had added twice the quantity of Bi Carb Soda by mistake.
 - The committee would recommend that all cooks taste the raw ingredients to check that they are suitable.
 - It has come to the committee's attention that there are certain rumors and comments about town that our cooking is substandard and advising customers not to buy our food. We would request that members who hear these rumors would suggest that this is not the case.
 - Fay Webb commented she hears a lot of customers complaining that our cooking is too expensive
 - Several members disagreed saying you pay much more for a piece of slice or cake from the commercial bakeries or Coffee Shops.
- Front Room Chairs
 - The new chairs have been received with mixed feelings, some members love them while others are unhappy as they are too low even with the cushions
 - Members are reminded that with the bell on the screen door you will be alerted to customers coming into the shop and should stand up to greet them.
 - Front screen door must remain closed to prevent birds and dogs coming in accordance with Health and safety regulations.
 - Alison Bushell explained if there are any member workers who are unhappy with sitting on the chairs they are welcome to bring one of the chairs in the back room to the front for their shift and return it when they have completed their shift.
- Open Closed Sign
 - Members are asked to make sure that the open/closed sign on the front door is the correct way around when the shop is open and closed.
- Metal sheeting
 - Does any member know what happened to the metal sheeting and other items that were being stored in the Garbage Bin room went?
- Winter Items
 - Members are requested to start removing winter Items from the shop and start bringing in summer and Christmas stock.

- Date Items
 - Members are reminded to date all non perishable items with the month and Year.
- Display Heads and Teapots
 - Members are requested to take home their display heads and teapots from the lockup room
- Bargain Table
 - We will be having a bargain table in the back room for the month of October and members are asked to bring in any good quality goods items they wish to sell at a reduced price. Members can start bringing in goods and leaving them on the back room table near the glass jars to be sorted by the Décor committee before being put out.
 - Members present asked when they could start bringing in their Christmas Items; the committee said they can be brought in any time now.
- Wool In Bric a Brac Room
 - Jeanette Player suggested we offer the 8 ply wool that is in the Bric Brac room to Knitters/ crocheters to make 10" squares to be donated to make rugs.
 - These squares can be given to the Library for " Wrapped with Love"
 - Members felt that the wool does sell and that they did not want to have it removed from the Bric Brac Room.
- Vacola Jars
 - Donated and are waiting for the lids and clips to be brought in.
 - Vicki to see if she can sell them on the bargain Table and Facebook
- Marking off
 - Members are once again reminded that they need to be more careful when marking off members items
- Cleaning Roster
 - Daily, half Weekly, Weekly cleaning roster it has been noted that there are still some days when the cleaning chores are not being marked off or completed.
- Members Tickets
 - Members could you please write/print clearly on your item tickets, so that workers can charge the correct amount to the customers.
 - We had an incident last week where the wrong amount was charged and the worker had to put the extra money into the till.

General Business:

Stall RFS:

- Debbie Marshall, Narelle Williams and Vicki Sproule held a stall at The RFS Games Friday night markets and sold \$181.50 worth of goods

Ingredient Tickets:

- Jean Groth asked if we could revise the the space allocated for the Product title.
 - Vicki Sproule asked to look into this

Advertising THS :

- We have been approached by The Temora High School to place an advertisement in the Temora High School magazine.

Motion:

“ Temora’s Own Arts and Crafts place a ¼ page advertisement in the Temora High School Magazine 2018”

Moved: Pearle Altus

Seconded: Hilda Brophy

Passed

Insurance:

- Judith Jefferies questioned if members when they are working in the shop are covered by insurance in the event of them being injured.
 - Ken Smith said that we will need to check with Steve Firth to clarify what the insurance covers and if there is an age limit for members working in the store.

Plants:

- Jean Groth spoke about being unable to place her plants out the front and on the stands as other members have too many plants displayed.
- Members are advised that Viv Leary as the designated committee member in charge of the plants
- Plants can be placed into the small green trolleys and placed out the front of the shop close to the window.
- Ken Smith explained that the council allows us to have our plants displayed outside but we must be mindful that they do not pose a trip hazard to the general public.
- The meeting decided that a 3rd stand will be placed next to the other plant stands for the spring months as this is when most of our plants are brought in by members

Meeting Closed: 2.30pm

Next Meeting 8th December 2018 Christmas gathering please bring a plate of food to share.

17.11 FRIENDS OF TEMORA SHIRE CEMETERIES - MINUTES 9 JULY 2018

File Number: REP18/1143

Author: Executive Assistant

Authoriser: General Manager

- Attachments:**
1. Friends of Temora Shire Cemeteries 1 [!\[\]\(b1b781be830eb908d845c527ab08d5f8_img.jpg\) !\[\]\(2176a4ba510fa27404d783166e891577_img.jpg\)](#)
 2. Friends of Temora Shire Cemeteries 2 [!\[\]\(a3b1c8d49688274496e55f2751cb8993_img.jpg\) !\[\]\(428d7e9195be7f8a26074c24b6c91839_img.jpg\)](#)

**Minutes of the Friends of the Temora Shire Cemeteries Meeting
Monday 9 July 2018 at Temora Shire Council Chambers**

Meeting Opened: 10.13am.

Attendance: Rick and Pat Taylor, Bruce Firman, Harold Fritsch, Betty Brabin, Barb Harmer, Pam Buerckner, Ian Preston, Merryl Graham, Keith and Mavis Cassidy, Belinda Bushell and Kris Dunstan.

Apologies: Wilma McCubbin, Darryl Sutherland, Lindy Reinhold, Dennis Sleigh, Robyn Lewis, Leonie Weir, Jen Walker and Toots Noack. Accepted.

Minutes: Minutes of the previous meeting were read by Pat. The minutes were moved Kris Dunstan, 2nd Merryl Graham, carried.

Business Arising: Oleanders now planted, Entrance signage completed, Row Markers for Aria Park Cemetery installed.

Treasurer's Report: Financial report by Merryl indicated a credit balance of \$25,884.86. Moved Kris Dunstan, 2nd Ian Preston, Carried.

New IBD account to mature in one week. Moved Merryl Graham that the money be reinvested at the best rate. 2nd Rick Taylor, carried

Correspondence:

Inward:

- invitation from Temora Shire Council to attend an information evening for Section 355 committees, 28/03/2018. Merryl, Darryl and Pat attended.
- Invitation to the Chairman, from the Office of the Mayor to attend a Civic Reception in honour of Michael McCormack.
- Email from Temora Shire Council re Grave Restorations by family members who wish to restore family graves; must put their proposal in writing to Council prior to any restoration work being done.
- From Temora Shire Council a request to remove poppies from Service personnel headstones. This has been attended.
- From Lindy Reinhold a written apology for her absence for today's meeting and thanking the Friends of Temora Shire Cemeteries for passion and respect that we show to our past citizens.
- Moved Harold Fritsch, 2nd Betty Brabin.

Outward:

- Invitations to the opening of the Aria Park Cemetery Amenities Block to Mr and Mrs Hewett, Mr and Mrs Dunn, Hannah Walker, Robyn Lewis, Felicity Doyle, Belinda Bushell and Kris Dunstan.
- Thank you letter to Mr and Mrs Hewett and Mr and Mrs Dunn who had the honour of declaring the amenities block open.
- Thank you letter to Ken and Wilma McCubbin for their Guided Cemetery Walk and Talk.
- Thank you letter to Mark Graham of South West Fuel Centre for their continued support.
- Email to Temora Shire Council regarding FOTSC concern that large branches on two trees at the north west end of the old monumental cemetery may pose a safety risk.

Correspondence moved by Harold Fritsch, 2nd by Betty Brain Carried.

General Business:

1. Annual raffle and street stall was well supported with lots of delicious donations from the community and the FOTSC. Thank you.
2. Pat extended a big thank you to Mavis, Betty, Barb, Alan, Wilma, Val, Rick, Pam and the Aria Park Community for their time in assisting with our fund raising endeavours.
3. Aria Park Amenities Block is complete, and the landscaping looks lovely, particularly the beautiful crepe myrtles.

Meeting Notice - October 2018.docx

4. Pam mentioned a few niggly odour problems with the toilet bowl and hand basin. Kris replied that these will need regular flushing to maintain the seals. Aria Park volunteers who clean the toilet will attend to this.
5. Aria Park research: Merryl reported that Gwen Denyer has identified all the unmarked graves in the Baptist Portion of the cemetery. Merryl and Bruce will mark and place plinths on the graves. Research on the other portions of the cemetery is ongoing.
6. Pam thanked Merryl for her tireless work regarding this research for the Aria Park Cemetery.
7. Belinda Bushell informed the meeting that council staff are GPS logging the cemetery and the grave locations will be on the council website. FOTSC are to notify council when unmarked graves are identified and marked. This will ensure the Council records are kept up to date.
8. The Community Projects Video produced by Kate Slapp, showcases various groups including the Friends of Temora Shire Cemeteries. Belinda showed those present a preview of the video highlighting the cemetery and the volunteer workers.

Next Meeting: 10.00am Monday 8 October 2018 Lych Gate, Old Temora Monumental Cemetery.

Meeting Closed 10.43am

17.12 TEMORA & DISTRICT SPORTS COUNCIL - 19 SEPTEMBER 2018 MINUTES

File Number: REP18/1193

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Temora & District Sports Council [!\[\]\(c694a3ff3b077d76910920a6a1593ab4_img.jpg\) !\[\]\(42fc53a13f008e5bbf67aee5111990a5_img.jpg\)](#)

**GENERAL MEETING OF THE TEMORA AND
DISTRICT SPORTS COUNCIL****REPORT OF THE GENERAL MEETING OF THE TEMORA AND
DISTRICT SPORTS COUNCIL HELD ON WEDNESDAY 19th
September 2018, AT 6.30 PM AT THE TEMORA EX-SERVICES
CLUB**

Attendance: Rick Firman, Judy Gilchrist, Tony Stringer (TDSC) Denise Breust (Basketball) Michelle Mawbey, Hack Hetherington (Swimming) Max Oliver (TSC) Bruce Lack (Bowling Club) Michele Stewart (Tennis) Lachlan Tait (St Anne's) Michael Gilchrist (Rams, TTNA) Bill Schwencke (Greyhound Club) Maree Liston (Pistol club) Debbie Block (Soccer) Ashton Taylor (Touch) Claire Reid (Primary School)

Apologies: Linc Macauley, Kate Bruce, Sheree Elwin, Jess Pike Jenny Dale,
Moved Hack Hetherington Seconded Deb Block Carried

Executive Meeting Report: Nil

Declaration of Interest: Nil

Minutes: The minutes of the previous meeting were read and confirmed on the motion of Judy Gilchrist.

Moved Bruce Lack Seconded Max Oliver Carried

BUSINESS ARISING FROM THE MINUTES:

Vandalism at Nixon Park, Meeting was held with the Police, Council, rugby League Club. Meeting went of really well. More discussions to be held at council Meeting.

CORRESPONDENCE:

Incoming:

Letter from TSC re Nixon Park re Sped hump

Thank You letter from Molly McCrone re award

Michael McCormack re Sporting Chance to build a better infrastructure in the Riverina and Central West.

Outgoing:

Business Papers

Respond to council, if they could please furnish us with the plan to send out with the next business papers

Moved Maree Liston seconded Deb Block carried

Treasurers Report:

Balance as per bank statement \$14,709.94 moved on the motion of Denise Breust Seconded Michele Mawbey Carried

Subs are due on payable by the 31st October 2018

Specific Business:

Rec Centre Business:

1st Week in January 2019 the sanding of the floors will be started at the basketball courts.

Pool amenities renovation underway

General Business:

Swimming Club: Have had their AGM. It was very successful with all committee positions filled and we can now look to the new year. Lana Pike competed in Sydney at the NSW State Short Course Meet earlier this month. She came away from the meet with 2 great results. We have several swimmers ready to compete at the Achievers meet in Sydney at SOPAC, this meet will be held during the school holidays in October. We will be looking to have our registration days early to mid-October.

Soccer Club: Season finished. Successful in obtaining a grant. A huge congratulations to Deb and her committee, and good luck with the building of our new building. Next year is the 50th year anniversary, so it will be huge with a new amenities/Change rooms/Kiosk etc. Deb thanked the sports council for their help and support.

Pistol Club: With the end of winter hopefully approaching, the competition season is well under way. In the last 6 weeks open competitions have been conducted in Cessnock, Newcastle, Dubbo, Orange and Glen Innes. Next week, on the long weekend, the NSW State Titles will again be hosted by Wagga Pistol Club. Enquires from prospective new members continue in a steady flow so the club has been kept busy.

Tennis Club: Floating along. Bunty roles has concluded and the Presentation dinner will be on next week. Coaching, Men's Tuesday Night & day time men's still going strong. School holiday camp for kids to enjoy. Hard courts are in the planning.

Rams: Not much happening at the moment. Annual fun run & Walk on the new track around the lake. 5km and 10km distances. 9.00 am rego. 10.00 start

Temora Netball: Spring comp wind up this Friday night. Next week trials for Rep sides 2019. Big interest by others from other towns. Next month Suzanne Pettit will run some coaching clinics. 16th October \$20.00 open to everyone held at the Ex-Services Club

CHS Athletics: Sophie Bowley achieved really well in Sydney 1st in the 200m and 2nd in the 100m. Great effort Sophie

Greyhounds: Last month heats and finals Ex-Services Club lots of nominations. Heat in the Million-dollar race, Temora was the only club in the country to receive the heats. 300 nominations for 10 races. WOW. CEO of greyhound racing was talking at the club and he was very impressed with the club. Great for the Temora Club. Sunday night races, Steph Cooke will be in attendance

St Anne's: Tomorrow yr. 10 league and league tag challenge 5.00 with the high school. AFL challenge 2 weeks ago. Yr. 6 boys rep side for cricket, Noah Harper. Girls won the Trent Barret Shield for league tag. Maisy McCrone Best on Ground. Boys & Lachlan heading off the Sydney for the netball championships, Good luck Boys. They have been training really hard. Playing games against the Aussie Rules C Grade team.

Max Oliver wished St Anne's all the best in Sydney.

Bowling Club: Tournament went off really well, great turn out. AGM all positions filled. Small profit, voluntary workers. Rob Jordon going great guns all around the place. Won a singles tournament in Ulladulla. He is so full of enthusiasm. Championships to clean up and Bruce Lack has done well as well.

Touch: Free come try afternoons for juniors Fridays 5.00 to 5.45pm. Men's & Women's comp starting 12th October 10 weeks. Junior Comp is for 10 weeks. Planning to take teams to junior state cup in wagga in February 2019. Mixed comp to start in February 2019.

Public School: State Cross Country: Lara C. Lana P. Sasha C and Haryson McK all travelled to Eastern Creek on July 27th to compete in the cross country. Lara came 34th, Lana 52nd, Sasha 44th And Haryson 35th. It's a wonderful achievement.

Riverina Athletics: On Friday 23rd August a large group of students travelled to

Albury to participate in the Riverina Athletics Carnival. We have 10 students off to the State Carnival in Sydney in October-that is the largest group of athletes we have had represent Riverina at one carnival !!!! Results were 800m JNR Lara C 1st, JNR Haryson McK 3rd, 11yr Lana P 3rd, SNR Ethan G 3rd. 200m Jnr Lara C. 3rd, 11 yrs. Grace K 3rd, 100m Snr Toby B. 3rd. Long Jump JNR Lara C 1st. 11yrs Grace K 1st. Discuss Jnr Chelsea McK 1st. Jnr Mitchell H 1st. Relay Jnr Abbey D, Keasha M, Chelsea McK and Lara C 2nd.

Girls Rugby League: Our girl's rugby league team played on Thursday 13th September at Cootamundra. They had a great day with plenty of big tackles and lots of smiles. Congrats to Evie G who received our players player award,

Trent Barrett Shield: Trent Barrett Success! Tuesday 4th September saw our girls league tag and boy's rugby league teams travelled to Paramore Park to compete in the Grand Final round of the Trent Barret Shield, our girls won their first game against Lak Albert 40-0 and won their second 24-0 which put them at the top of their pool. They played Darlington Point and won 14-4 which placed them in the semi-final against South Wagga, unfortunately they went down in a well fought game. The girls placed equal 3rd.

Riverina Rugby Union: Dane S and Eli F participated in the Riverina ruby Union team at the state championships in Coffs Harbour. They had a great time developing their skills.

Girls Touch Football: Our girls touch team travelled to Coot last week to play in a three round gala day. Our girls won their first game against Coota, they also won their second game against Gundagai and in the third round we played wagga, and unfortunately, we were beaten by wagga who won Riverina.

During term 3 our school has been doing the Premiers Sporting Challenge. Our yr. 6 students plan and lead each group, while kinder through to year 5 are in mixed groups and participate in each rotation. The PSC is a great weekly activity!

It has been a fantastic Term 3 for TPS sport, we are extremely proud of the effort that all of our students put into their sporting activities.

Basketball: 9 men's teams. Introduced mixed teams Junior & senior players – no trophies, no winners and trying to encourage the junior players. 2 men's and 3 women's teams for the Tuesday night Comp. Others are on a Thursday night.

Walk of Honour to close on the 26th October.
McDonalds grant will close in November

The meeting closed at 7.17pm
The next meeting will be on the 17th October 2018
6.30 pm Temora Ex-Services Club Narraburra Room

NEW STARTING TIME 6.30PM for Meetings

Signed Chairman:

Secretary:

Date

17.13 NSW MINISTER FOR ARTS - LIBRARY FUNDING INCREASE**File Number:** REP18/1131**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. NSW Minister for Arts [↓](#) **FIRST HEADING**

NSW Government announced an extra \$60M in funding over four years to transform NSW public libraries across the state. More than 370 public libraries will benefit from the investment.



Don Harwin MLC

Minister for Resources, Minister for Energy and Utilities,
Minister for the Arts, Vice-President of the Executive Council



MDPE18/3149

Councillor Rick Firman
Mayor
Temora Shire Council
PO Box 262
TEMORA NSW 2666

Dear Mayor

I am writing to you about funding for public libraries.

I am pleased to advise that the NSW Government has announced an extra \$60 million in funding over four years to transform NSW public libraries across the state. Every one of NSW's more than 370 public libraries will benefit from the new investment, ensuring they remain at the heart of every community.

As the single largest increase in State Government public library funding since the *Library Act 1939*, this historic funding reaffirms the NSW Government's commitment to literacy, lifelong learning, connectivity, and community wellbeing through public libraries.

The funding will transform and modernise public libraries, especially those in regional areas, delivering key services and educational and cultural experiences across the entire state.

All councils will receive an increase in annual library funding between 40 and 50 per cent by 2022-23.

A new \$24 million infrastructure grants program over four years will be rolled out for public libraries, with the first year of funding to begin in 2019-20.

This funding also includes a \$1 million investment to support more Service NSW self-serve kiosks at public libraries. These will allow everyone to access key government services such as vehicle registration, licenses, and fee payments.

I am pleased to advise that funding for infrastructure programs at public libraries outside of Newcastle, Sydney, and Wollongong will be available in 2018-19 through the Regional Cultural Fund (RCF). Public libraries in regional NSW can apply for capital grants to build new, or improve existing, infrastructure under the RCF fund, which was introduced in 2017-18.

Later this year, the government will also offer a new funding program for capital works at metropolitan libraries in NSW.

If you have any questions about public library subsidies, please contact Mr Cameron Morley, Manager, Public Library Services at the State Library of NSW on 9273 1483. For more details about the RCF, please contact Mr Craig Limkin, Executive Director, Create Infrastructure, at Create NSW on 8289 6659.

Yours sincerely



Don Harwin MLC

Leader of the Government in the Legislative Council



Minister for Resources

Minister for Energy and Utilities

Minister for the Arts

Vice-President of the Executive Council

Date: 11.9.18

17.14 DR KAMATH - THANK YOU**File Number:** REP18/1203**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Dr Kamath  

Dr Kamath would like to thank Council for the lovely afternoon tea to acknowledge his retirement.

67841

147 Victoria Street
Temora NSW 2666
10th October, 2018

Mr Gary Lavelle
General Manager
Temora Shire Council

Dear Gary, Councillors and Council staff, a very personal and heartfelt thank you for organising the public function to acknowledge my retirement from medical practice in Temora.

I thank Mayor Rick for his comments and Cr Nigel for chairing the function.

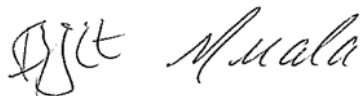
It was a very emotional afternoon but a wonderful way to begin my retirement.

Thank you for a very appropriate gift – Temora flying into the future, very nice.

Again, I thank you for the support you have given, and will no doubt continue to give, to medical fraternity in Temora.

With deep appreciation

Ajit and Nuala Kamath



18 CONFIDENTIAL REPORTS**RESOLUTION 261/2018**

Moved: Cr Dale Wiencke

Seconded: Cr Dennis Sleigh

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 5:42PM:

18.1 Confidential Minutes of the Assets & Operations Committee Meeting held on 9 October 2018

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.

18.2 Confidential Minutes of the Economic Development Committee Meeting held on 9 October 2018

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

18.3 Code of Conduct

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.

18.4 Stevenson

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.

18.5 Apollo Place Working Group

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

18.6 Banking Tender

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

18.7 Growing Local Economies Funding Application

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

CARRIED

19 MEETING CLOSE

The Meeting closed at 7:22pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 15 November 2018.

.....
GENERAL MANAGER

.....
CHAIRMAN