



**Date:** Thursday, 18 April 2019  
**Time:** 4:01PM  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **Ordinary Council Meeting**

**18 April 2019**

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**MINUTES OF TEMORA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON THURSDAY, 18 APRIL 2019 AT 4:01PM**

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

**IN ATTENDANCE:** Steve Firth (Director of Administration & Finance), Gary Lavelle (General Manager), Rob Fisher (Engineering Technical Manager), Bimal Shah (Engineering Works Manager), Mrs Claire Golder (Town Planner), Mrs Anne Rands (Executive Assistant), Mr Craig Sinclair (Economic Development Manager)  
Mrs Renelle Harrison – Media Officer  
Ms Lyn Ward – Temora Independent

**1 OPEN AND WELCOME**

**PROCEDURAL TO STAND ASIDE STANDING ORDERS**

**RESOLUTION 91/2019**

Moved: Cr Dennis Sleigh

Seconded: Cr Kenneth Smith

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

Ariah Park Advisory Committee – Tim Sanders & Jillian Edis

Main Street Upgrade and

Ariah Park Pre School

Visitor Information Centre – Craig Sinclair & Bill Speirs

**CARRIED**

**PROCEDURAL TO RESUME STANDING ORDERS**

**RESOLUTION 92/2019**

Moved: Cr Nigel Judd

Seconded: Cr Kenneth Smith

That Council resumes standing orders.

**CARRIED**

**2 APOLOGIES**

**RESOLUTION 93/2019**

Moved: Cr Dale Wiencke

Seconded: Cr Dennis Sleigh

That apologies from Cr Lindy Reinhold and Director of Environmental Services Kris Dunstan be received and accepted.

**CARRIED**

**3 OPENING PRAYER**

The opening prayer was conducted by Caleb Smith from the Salvation Army.

**4 CONFIRMATION OF MINUTES**

**RESOLUTION 94/2019**

Moved: Cr Graham Sinclair

Seconded: Cr Max Oliver

That the minutes of the Ordinary Council Meeting held on 21 March 2019 be confirmed.

**CARRIED**

**5 MAYORAL MINUTES**

Nil

**6 REPORTS FROM COMMITTEES**

**6.1 MINUTES OF THE EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 3 APRIL 2019**

**File Number:** REP19/448

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Minutes of the Emergency Management Committee Meeting held on 3 April 2019

**RESOLUTION 95/2019**

Moved: Cr Graham Sinclair

Seconded: Cr Max Oliver

It was resolved that the reports be received.

**CARRIED**

**RESOLUTION 96/2019**

Moved: Cr Dale Wiencke

Seconded: Cr Max Oliver

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

**CARRIED**



**Date:** Wednesday, 3 April 2019  
**Time:** 10:00AM  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **Emergency Management Committee Meeting**

**3 April 2019**

**Order Of Business**

<b>1</b>	<b>Open Meeting .....</b>	<b>3</b>
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**MINUTES OF TEMORA SHIRE COUNCIL  
EMERGENCY MANAGEMENT COMMITTEE MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON WEDNESDAY, 3 APRIL 2019 AT 10:00AM**

**PRESENT:** Mr Owen Plowman (NSW Police) REMO, Mr Greg Matthews (FRNSW), Mrs Wendy Skidmore (NSW Health), Mr Mike Read (GWCC), Thomas Hamilton (Riverina LLS), Mike Van den bout (FRNSW), Ben Price (Essential Energy), Chris Doughty (NSW Ambulance), Brogan Murrie (NSW RFS), Sgt Ged Horsley (NSW Police)

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

**1 OPEN MEETING AT 10:00AM**

**2 APOLOGIES**

Jodie King (SES), Sgt Tyrone Stacey (NSW Police) LEOCON

**COMMITTEE RECOMMENDATION**

Moved: Mr Greg Matthews

Seconded: Mrs Wendy Skidmore

The the apologies be received and accepted

**CARRIED**

**3 REPORTS**

**3.1 REMO REPORT**

**File Number:** REP19/289

**Author:** Senior Engineering Technical Officer

**Authoriser:** Engineering Technical Manager

**Attachments:** 1. REMO Report April 2019

**REPORT**

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

**COMMITTEE RESOLUTION 1/2019**

Moved: Mr Greg Matthews

Seconded: Mr Brogan Murrie

The Committee noted the REMO report as presented.

**CARRIED**

**Report by Alex Dahlenburg**



## Riverina Murray Emergency Management Region Regional Emergency Management Officers Report

### Report to Functional Area Committees & LEMCs: April 2019

1. Riverina Murray EM Boundary changes: Balranald LGA/LEMC area has moved to the Far West EM Region, Riverina Murray REMO Scott Fullerton has attended a handover LEMC meeting at Balranald that was also attended by incoming Far West REMO Greg McMahon.
2. The Riverina Murray Regional EM Plan has been updated to reflect Regional EM boundary changes and completion of the Sub & Supporting Plan table and Part 5: Restricted Operational Information. Copies of the Public and Restricted versions of the document have been sent to the NSW SEMC for endorsement, once endorsed the Public Version will be placed on the NSW OEM website Publications page under Emergency Management Regions. [www.emergency.nsw.gov.au](http://www.emergency.nsw.gov.au)
3. Riverina Murray Training EM Program: NSW OEM Training courses are now complete for the 2018/19 Financial year.
4. The Riverina Murray EM Training Program for 2019-2020 will include the following activities:

Intro to EM	Griffith EOC	14/08/2019	20 Participants
EOC Concepts	Wakaden St Griffith	15/08/2019	20 Participants
Intro to EM	Albury EOC	21/08/2019	20 Participants
EOC Concepts	Airport drive Albury	22/08/2019	20 Participants
Evacuation Management	Albury EOC Airport Drive Albury	25 & 26/09/2019	20 Participants

5. Note: Online training prerequisites can be completed at the NSW Office of Emergency Management website: [www.emergency.nsw.gov.au](http://www.emergency.nsw.gov.au) - follow the links to Training Program/NSW EM Overview.
6. The Welfare Services Functional Area conducted a Regional Evacuation Centre exercise at Narrandera in March, the activity was well supported by the Welfare Services partnering agencies.
7. Planning has commenced for a Riverina Murray REMC & RRC Regional Exercise to be conducted across a 24-hour period in Buckingbong Forest on Saturday the 7<sup>th</sup> and Sunday the 8<sup>th</sup> of September. The activity will feature a number emergency management and rescue elements including remote area Site Control, remote area communications, search coordination, MVA rescue, aviation search & rescue, land search, line search, navigation exercises that will also include after dark scenarios. Buckingbong Forest is located 20 km south of Narrandera, the activity will be open to all emergency services units based within the Riverina Murray EM region.
7. Land Rescue reforms: Moulamein RFS have now completed Road Crash Rescue training and operator accreditation with approximately 17 members successfully completing the training, the finalisation of the unit accreditation process is expected to take place in May this year.
8. Rescue Unit Inspections for the 2019 calendar year are being planned by NSWPF EMU in consultation with Regional Rescue Committees. It is anticipated that a Riverina Murray based unit will be inspected this calendar year.
9. Riverina Murray REMC & RRC Meeting 3 of 2018-2019 was conducted on Wednesday the 27<sup>th</sup> of March at Deniliquin, Riverina Murray REMC & RRC Meeting 1 for 2019-2020 will take place in Albury on Wednesday July 24<sup>th</sup>, 2019.

Page 1 of 1

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

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### 3.2 2017 STATE LEVEL EMERGENCY RISK ASSESSMENT

**File Number:** REP19/290

**Author:** Senior Engineering Technical Officer

**Authoriser:** Engineering Technical Manager

**Attachments:** 1. 2017 State Level Emergency Risk Assessment

#### REPORT

As part of the REMO report at the December 5<sup>th</sup> 2018 meeting the 2017 State Level Emergency Risk Assessment was presented in a short overview as attached to this report. Following the December 20<sup>th</sup> 2018 Council Meeting it was resolved (*Resolution 310/2018*) that the reports and recommendations as presented be adopted AND FURTHER That Terrorism be considered in relation to item 3.1 – 2017 State Level Emergency Risk Assessment Chart.

Following review of the Council resolution the matter was discussed between Councils LEMO and our representing REMO to conclude the 2017 State Level Emergency Risk Assessment doesn't trigger Terrorism within the 12 hazards as the plan collaborates to build a NSW which is safer and more resilient to natural disasters.

These natural disasters as considered within the 12 hazards are the most likely natural disasters that affect the state of NSW and its communities while also having corresponding higher consequences if they were to occur. This overall result is based on the risk assessment process of assessing each disaster against likelihood and consequence measures at a State Level.

Terrorism is a hazard which is definitely considered as part of the Office of Emergency Management Plans as part of the program secureNSW *Countering Terrorism in NSW* and including;

- New South Wales Counter Terrorism Plan
- National Counter Terrorism Plan
- NSW State Emergency Management Plan (EMPLAN)

Additional to the above plans there is further guidance material available as publicised by the Office of Emergency Management in relation to the key areas of;

- Australia's Strategy for Protecting Crowded Places from Terrorism
- Active Armed Offender Guidelines for Crowded Places
- Improvised Explosive Device Guidelines for Crowded Places
- Chemical Weapon Guidelines for Crowded Places
- Hostile Vehicle Guidelines for Crowded Places
- Critical Infrastructure
- Chemical Security
- Other (*Which includes; Phone Threat Templates, White Level Inspections For Workplaces, Hot Alerts, etc.*)

Offences relating to terrorism are primarily dealt with under legislation;

- Criminal Code Act 1995 (Cth)
- Terrorism (*Commonwealth Powers*) Act 2002 (NSW)

- Terrorism (*Police Powers*) Act 2002 (*NSW*)

In conclusion Terrorism is a considered disaster within NSW and addressed through other Plans, Guidelines and Legislation however not forming part of the 2017 State Level Emergency Risk Assessment 12 hazards (natural disasters).

**COMMITTEE RESOLUTION 2/2019**

Moved: Mr Ben Price

Seconded: Mr Greg Matthews

The Committee noted the report as presented.

**CARRIED**

**Report by Alex Dahlenburg**

## 2017 State Level Emergency Risk Assessment

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

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



Bush fire



Flood



East Coast Low



Infrastructure failure



Human Infectious Disease Outbreak



Heatwave



Tsunami



Earthquake



Landslide



Storm



Coastal erosion



Biosecurity

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

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

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

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## Now is the time to Get Ready NSW

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



### 1. Know your risk

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



### 2. Plan now for what you will do

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



### 3. Get your home ready

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



### 4. Be aware

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



### 5. Look out for each other

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

[www.emergency.nsw.gov.au](http://www.emergency.nsw.gov.au)



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**3.3 LEMC MEETING DATES 2019**

**File Number:** REP19/292  
**Author:** Senior Engineering Technical Officer  
**Authoriser:** Engineering Technical Manager  
**Attachments:** Nil

**REPORT**

To allow for extended notification to Combat Agencies for LEMC meetings at Temora for 2019 the scheduled meeting dates are;

1. Wednesday April 3<sup>rd</sup> 2019
2. Wednesday August 7<sup>th</sup> 2019
3. Wednesday December 4<sup>th</sup> 2019

Noting all meeting start times are scheduled for 10:00am.

**COMMITTEE RESOLUTION 3/2019**

Moved: Mrs Wendy Skidmore  
Seconded: Mr Greg Matthews

The Committee noted the report as presented, however requested the Wednesday, 7<sup>th</sup> August 2019 meeting commence at 9:30 am due to the proposed EOC Exercise.

**CARRIED**

**Report by Alex Dahlenburg**



### 3.4 TEMORA EOC - MOCK EXERCISE

**File Number:** REP19/293  
**Author:** Senior Engineering Technical Officer  
**Authoriser:** Engineering Technical Manager  
**Attachments:** 1. Part 1 - EOC Exercise

#### REPORT

As part of the Emergency Management approach in being prepared for a local emergency event a Mock Exercise is planned for the Temora EOC (Emergency Operations Centre) that will involve each combat agency to participate. The opportunity shall be used to allow use and implementation of the Temora EM Plan and applicable CMG (Consequence Management Guide) applicable to the Scenario.

This Mock EOC Exercise will be undertaken at the next LEMC Meeting being Wednesday the 7<sup>th</sup> August at 10:00am with the scenario to be developed by the REMO.

Due to this being the normal LEMC meeting it would be appreciated if combat agencies can make required staff available that would attend an EOC in a real emergency event as this is crucial to the effectiveness of the Mock EOC Exercise being undertaken. Further the Mock EOC Exercise being undertaken is estimated to run from 10:00am until 11:00am as the first part of the LEMC meeting then the remainder of the LEMC meeting including a small debrief of the Mock EOC Exercise between 11:00am and 11:30am.

#### COMMITTEE RESOLUTION 4/2019

Moved: Mr Greg Matthews  
Seconded: Mr Sgt Ged Horsley

The committee discussed the changes at state level by the SEOCON requesting more regional and local based exercises to be reported on coinciding with the proposed EOC exercise as presented in the report.

Part 1 – Discussion exercise presented by REMO Owen Plowman in conjunction with the CMG (Consequence Management Guide) associated to the proposed scenario.

Part 2 – Functional Exercise for Temora EOC to be undertaken August 7<sup>th</sup> 2019 at 9:30am

The report is noted and the Temora EOC Mock Exercise is undertaken however at the new proposed start time of 9:30am instead of 10am as noted in the presented report.

**CARRIED**

**Report by Alex Dahlenburg**



## Temora LEMC Exercise – April 2019

### Exercise: “HGV Release” Part 1

Conducted Wednesday 3<sup>rd</sup> April 2019

#### Need for the Exercise:

Temora LEMC is required to regularly review and test elements of the Temora Local Emergency Management Plan including Consequence Management Guides.

#### Type of Exercise:

Exercise “HGV Release” Part 1 will be conducted as a Discussion Exercise.

Note: Exercise “HGV Release” Part2 can be conducted as a Functional EOC Ex at a later date.

#### Conducting the exercise:

The Riverina Murray REMO will facilitate the discussion exercise; the activity will focus on EOC supporting actions required to assist a combat agency led operation to resolve an emergency situation at Temora.

Elements will include:

- How will situational awareness be maintained?
- What Control Structure will be applied?
- How will communication be maintained?
- What will be needed to manage the situation:
  - Manage the Area?
  - Manage Resources?
  - Manage Public Information?

#### Scenario

It is today, an HGV LPG Tanker has been involved in a motor vehicle accident in town on the corner of Goldfields Way and Kitchener Street. LPG is leaking from the tanker, the tanker driver is uninjured and out of the truck, the two occupants of the sedan involved in the accident have minor injuries and are out of the vehicle. Emergency services are arriving on site.

	<p>10000 Litre LPG Tanker</p> <p>Tactical actions by responding agencies at the scene are underway. Exercise participants should concentrate on actions required to support lead agency requests &amp; instructions.</p>
--	--

Special Ideas will be introduced by the facilitator:

- Who is in charge, what will the EOC’s role be?
- Who will be required at the EOC, who from each agency will do this?
- What will be required to plan and manage the evacuation area?
- Does the Hazardous Release CMG meet the needs of this situation?

**Temora LEMC CONSEQUENCE MANAGEMENT GUIDE**

<p><b>1. GENERAL DESCRIPTION</b></p> <p>This hazard/activity addressed by this guide has a risk rating of <b>High</b></p> <p>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.</p>	
<p><b>2. CONTROL</b></p> <ul style="list-style-type: none"> <li>The Combat Agency for this hazard is Fire Rescue NSW responsible for rendering safe.</li> <li>NSW Police are responsible for Site Control</li> <li>EPA/Owner responsible for disposal</li> </ul>	
<p><b>3. COMMAND / CO-ORDINATION</b></p> <ul style="list-style-type: none"> <li>Agencies command their own resources under the co-ordination of the TEMORA LOCAL EMERGENCY OPERATIONS CONTROLLER.</li> <li>The nominated Local Emergency Operations Centre is located at Temora Shire Council Chambers 105 Loftus St Temora</li> </ul>	
<p><b>4. TRIGGERS</b></p> <p>These occurrences will trigger the activation of an EOC:</p> <ul style="list-style-type: none"> <li>Major Breach of Storage facilities at industrial site</li> <li>Fire at Chemical storage, initiating Toxic smoke plume</li> <li>Major Transport accident involving HAZMAT on Highways</li> </ul>	
<p><b>5. STRATEGIES</b></p> <p><b>Strategy</b></p> <p>Ensure access and egress requirements by effective traffic management</p> <p>Minimise the effects on public health</p> <p>Animal Welfare</p> <p>Identify secondary hazards as a result of Plume and run off</p> <p>Ensure provision of essential services</p>	<p><b>Details</b></p> <p>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</p> <p>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.</p> <p>LLS (DPI) to provide support as required. Including relocation of companion animals</p> <p>LEOCON to ensure that Sitreps and Impact Assessments are up to date and completed in a timely manner</p> <p>LEOCON to ensure that Sitreps and Impact Assessments are up to date and completed in a timely manner Restoration of essential services</p>

**HAZARDOUS RELEASE**

6. ACTIONS	Responsibility	Actions/Details
Item		
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
Sitreps/Impact assessments	FRNSW / LEOCON	FRNSW IC to provide initial impact statement FRNSW liaison to provide timely reports to LEOCON LEOCON to co-ordinate timely and regular Sitreps / 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 Sitreps/Impact Assessments are provided. LEMC to determine need for a Recovery Co-ordinator

**Temora LEMC CONSEQUENCE MANAGEMENT GUIDE**

**HAZARDOUS RELEASE**

7. RECOVERY		10. VULNERABLE FACILITIES & INFRASTRUCTURE	
Safe Disposal of Hazardous substance	Fire Brigades Act	Name	Type
Investigation (EPA – Police – WorkCover)	Site Documents (including Map/MSDS)	Telecommunication infrastructure	See EMPLAN (restricted operational version) Critical Infrastructure.
Public Information on Substance (if req)	Site Pre Incident Plans – Accessible electronically by FRNSW staff	Burley Griffin Way	Major road transport route to Griffith
		Temora Hospital	Hospital
		Whiddon Group	Aged Care
		Whiddon Group	Aged Care
		Power Distribution	See EMPLAN (restricted operational version ) Critical Infrastructure
		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
		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.

Endorsed	LEMC Chair	LEOCON/Combat Agency
Date		

## **1 NSW HEALTH**

Incident Control Management Exercise recently conducted and further proposed training on EM EOC Concepts / Evacuation Management to have staff trained in as per the REMO report.

## **2 ESSENTIAL ENERGY**

Noted previously close State Black Starts with two very close cases the most recent in winter 2018. The case in winter 2018 saw the state network reach 98% capacity being at the critical point where power supplies were due to commence being shutdown however was narrowly avoided. The term 'Black Start' means that the state energy supply goes into overload resulting in a NSW State Blackout. This would result in Temora being without power for up to 48 hours and somewhere like Sydney without power for up to 1 week.

## **3 NSW AMBULANCE**

Awaiting renovations to commence at the Temora Station with a temporary office being established at the Temora Hospital.

## **4 RURAL FIRE SERVICE**

15 Incidents for the fire season, burning commenced for sowing season following the end of Fire permit period, new fire station built at Quandary – Temora LGA and currently down a few staff members for a short period however operations will continue as usual.

## **5 FIRE & RESCUE NSW**

**FRNSW** – Noted that even though the RFS fire permit period has concluded on March 31<sup>st</sup> that any fire within the Temora Township area is required to have a permit from FRNSW as the urban area including surrounding 2.5 and 5 acre allotments come under separate legislation for permits.

Temora Shire Council may possibly be able to assist FRNSW in promoting the need for permits in Urban Temora using social media.

**4 CLOSE MEETING**

The Meeting closed at 11:19am.

This is the minutes of the Emergency Management Committee meeting held on Wednesday 3 April 2019.

.....

**GENERAL MANAGER**

.....

**CHAIRMAN**

**6.2 MINUTES OF THE YOUTH ADVISORY COMMITTEE MEETING HELD ON 9 APRIL 2019****File Number:** REP19/416**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Youth Advisory Committee Meeting held on 9 April 2019**RESOLUTION 97/2019**

Moved: Cr Dennis Sleigh

Seconded: Cr Kenneth Smith

It was resolved that the reports be received.

**CARRIED****RESOLUTION 98/2019**

Moved: Cr Dennis Sleigh

Seconded: Cr Kenneth Smith

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

**CARRIED**



**Date:** Tuesday, 9 April 2019  
**Time:** 11:00AM  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **Youth Advisory Committee Meeting**

**9 April 2019**



**Order Of Business**

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

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

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    3.2 Temora Retail Support by Temora Youth..... 5

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    3.4 Youth Team Update..... 7

    3.5 Partnership with Railway Museum ..... 13

**4 Close Meeting ..... 14**

**MINUTES OF TEMORA SHIRE COUNCIL  
YOUTH ADVISORY COMMITTEE MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON TUESDAY, 9 APRIL 2019 AT 11:00AM**

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

**IN ATTENDANCE:** Steve Firth (Director of Administration & Finance), Gary Lavelle (General Manager), Kim Sandgren (Youth Officer)

**1 OPEN MEETING**

11:00am

**2 APOLOGIES**

Nil

**3 REPORTS****3.1 ARIAH PARK YOUTH HALL**

**File Number:** REP19/338  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

In December 2017, the Youth Officer and Youth Worker met with members of the Aria Park Advisory Committee to discuss the potential of the Aria Park Youth Hall being set up as an afternoon activity space similar to Platform Y.

The conclusion of this meeting with Tim Sanders and Karen Walker was that setting up the youth hall as an afternoon activity space for Aria Park was not viable. Focus group meetings set up with Aria Park Central School highlighted that the school was providing or able to provide the vast majority of the requested programs for the young people within school time, avoiding one of the major barriers to afternoon activity attendance – young people needing to catch a bus in order to get home.

An alternate idea was tabled in the meeting with the Aria Park Advisory Committee of having 4 events a year where there is alternate shared visits between Aria Park and Temora young people. These visits would be attached to events that are typically well attended by rural families, and could include Youth Week activities, Anzac Day, Mary Gilmore Festival, Aria Park Show, Temora Show et al.

The Youth Officer has made multiple invitations over a 4 month period via email and phone to the relevant Aria Park Advisory Committee members, to discuss the possibility of shared visits in 2019. As yet, no return contact to engage in this discussion has been received.

**COMMITTEE RESOLUTION 4/2019**

Moved: Cr Kenneth Smith  
Seconded: Cr Claire McLaren

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

**CARRIED**

*Report by Kim Sandgren*

**3.2 TEMORA RETAIL SUPPORT BY TEMORA YOUTH**

**File Number:** REP19/339  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

Temora Shire Council Youth Officer, Ms Kim Sandgren and the EDM have been working together to discuss the possibility of the Temora Youth Team providing a platform for online retail support for businesses in the local community. The Youth Officer and EDM are starting with some initial discussions with retailers to examine if they feel they need assistance in the online space, what training they feel they need, and if they feel that they are open to being supported by the young people as a way of creating youth employment opportunities.

Opportunities may include technical support, website building, website maintenance and uploading of new material, photography, digital image editing, modelling of clothes, creating copy, packing and sending online orders etc.

These discussions are in their infancy and will continue to gain momentum over the coming month. If there is enough interest our EDM and Youth Officer will develop a strategic plan around delivery of this project which has benefits for both the retail and youth sectors.

**COMMITTEE RESOLUTION 5/2019**

Moved: Cr Rick Firman  
Seconded: Cr Kenneth Smith

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

**CARRIED**

*Report by Kim Sandgren*

**3.3 SPONSORSHIP OPPORTUNITY**

**File Number:** REP19/340  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

Youth Officer Ms Kim Sandgren met with Ms Kristyn Adamczyk from Sandfire Resources, a mining and Exploration Company based in West Wyalong. This meeting was set up through EDM, who shared a little about the Temora Youth Team, and for that we are extremely grateful.

Youth Officer and Ms Adamczyk are working together to provide information to the Sandfire Sustainability Committee about the Temora Youth Team, our goals, our daily activities and values. We look forward to hearing back from Sandfire in relation to this meeting and if the Temora Youth Team meets their funding criteria.

**COMMITTEE RESOLUTION 6/2019**

Moved: Cr Rick Firman  
Seconded: Cr Claire McLaren

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

**CARRIED**

***Report by Kim Sandgren***

### 3.4 YOUTH TEAM UPDATE

**File Number:** REP19/341  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

#### REPORT

##### Hospitality Team:

Ben Rayner and Tim Reid have been working with Youth Worker, Melissa Carter to start a new Hospitality initiative called "Share a recipe". This initiative is designed to bring local community together, allow older generations to share their wisdom, their culture, their stories and their passion.

Uptake by the community is growing and the team is likely to continue this initiative into Term 2 and 3. There are a number of local guest cooks coming on board, and it is proving very popular with 4 new youth team members joining this week alone.

Some challenges are arising as a result of the increased popularity including class size, meeting individual needs, supervision of multiple tasks, adequate bench space, increased ingredient requirements, and logistics. Youth Officer is working with Melissa Carter to devise an action plan to address these issues.

Trudi Gillard shared her Satay Chicken Skewer recipe she learnt in a cooking school in Thailand.



Mai Pham shared her Mini Spring Roll recipe inspired from her Vietnamese heritage.



Apenisa Tudelu shared his families favourite Chicken and Rice Fijian inspired dish. This afternoon of fun also saw the team learning some traditional dance and also learning about traditional Lovo underground cooking methods, which we are keen to explore in a workshop in the July holidays.



During March, the “Share a recipe” initiative continued to gain momentum, with a number of guest cooks coming on board and offering to volunteer their time to our program. Beth Firman shared a casserole dish, which in turn allowed for educational discussions regarding how to cook bulk meals to save money; cooking from scratch to reduce preservatives and sugar; and cooking techniques that help lock in flavour and moisture.



Tracey Lee’s shared her Sweet Curry recipe. Tracey shared information about her role with Not for Profit Organisation BREED, which runs successful youth and transition programs in and out of schools within the Blacktown region. The Temora Youth Team is interested to progress talks with Tracey on how we can begin to start some similar programs in regional areas.



The Temora Hospitality Team would also like to extend their gratitude to Rob and Helen Oliver for volunteering their time to teach their Bacon and Egg Pie recipe. The Hospitality Team enjoyed hearing about their work with Rotary in Temora and Combaning.





During each session the children are asked to complete an information sheet about the guest presenter, their contribution to the community, why we are so lucky to have people like this in our community, and why the cook chose the recipe they did. The group also then completes a financial literacy activity each week to determine the costs of each meal per person based on the number of attendees. This also opens educational discussions relating to catering for groups, mindfully managing excess ingredients in the event that people are absent, and managing a budget.

Thank you to all the volunteers for sharing their stories and passion for food with us, and we hope that more local cooks will come on board with this special program.

### **Unique Painting Opportunity:**

The Youth Team completed the painting of the cement water tanks at the Temora Airpark Estate and they were buried on 18<sup>th</sup> February. Jodie and Malcom Bennett were extremely grateful to the Youth Team and expressed to the Youth Worker, Melissa Carter, how impressed they were with the 14 young people involved.

### **Clean Up Australia Day:**

5 young people represented the Temora Youth Team on Clean Up Australia Day, supported by the Youth Worker and parent representative, Shane Baldry. The team worked on Bundawarra and Kitchener Road's, and learnt to "stamp" their way around the long grass to avoid meeting local reptilian wildlife.



### **RV Muster**

It is confirmed that Temora Youth Team will support the Temora RV Muster in April running a BBQ and live performances at Platform Y on Saturday the 27<sup>th</sup> April. The Youth Hospitality Team will also cook a pancake breakfast on Monday 29<sup>th</sup> April at the Temora Aviation Tourist Park from 6:00am. Elaine Costello visited the Culture and Performing Arts group during the month to check on their performance and has been meeting with the youth Worker to finalise arrangements.

**Guests to Leadership Team**

The Temora Youth Leadership Team welcomed a number of guests to their meetings over the past 2 months. These have included John Harper and Ginny Stevens to talk about the Active Farmers initiative, Debbie Luck from Cootamundra to discuss an art opportunity, and Beth Firman and Cr Graham Sinclair to present Australia Day awards. Beth and Cr Sinclair also praised the young people for completing the Australia Day games at Platform Y during February, which were postponed due to bad weather on the Australia Day.

**Rock Band**

The Youth Officer is partnering with 1979, a band of local musicians, as mentors for the Temora Youth Team. The program provides a platform for young people to gain experience in live practice and live performance with experienced musicians.

Once all mentors are cleared for “working with children”, an audition process will be held to find suitable young people to guest perform on tracks with “1979” at public performances. A number of other opportunities, including a vocal harmony workshop are being developed to support the Temora Youth Team. Long term we hope that this will be a way to champion a junior rock band over the coming years.

**Youth Week**

The final schedule for Youth Week has been released. Three events will take place that support the youth week motto of “coming together to connect, share, speak out, and celebrate”.

**Event 1: Friday, 12<sup>th</sup> April**

4:00pm - Round table meeting between Temora Youth Leadership Team and Council.

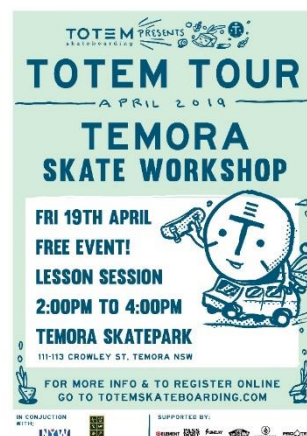
**Event 2: Saturday 13<sup>th</sup> April**

10:00am - Cooking workshop

11:00am - Police Command Van and Archery Tag. Activities including tug of war, rob the nest, capture the flag, jumping castle.

**Event 3: Friday 19<sup>th</sup> April**

2:00pm - Totem Skate Workshops



**COMMITTEE RESOLUTION 7/2019**

Moved: Cr Kenneth Smith

Seconded: Cr Claire McLaren

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

**CARRIED**

*Report by Kim Sandgren*

**3.5 PARTNERSHIP WITH RAILWAY MUSEUM**

**File Number:** REP19/373  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

The Temora Youth Team has received a request from the Temora Railway Museum volunteers to partner with them on an event on Monday on the June long weekend. The Railway volunteers are hosting an event with 50 guests with a view to raising funds to repair the roof in the Platform Y kitchen area.

The request is from the volunteers to hold a light supper in Platform Y. The Temora Youth Leadership Team, Youth Officer and Youth Worker all endorse the use of Platform Y, tables and chairs to support this fundraising event.

The Temora Youth Team also wishes to take this opportunity to thank the Temora Railway Museum volunteers for their continued support, and proactive work to maintain and beautify the Railway Precinct venues and grounds.

**COMMITTEE RESOLUTION 8/2019**

Moved: Cr Claire McLaren  
Seconded: Cr Kenneth Smith

That the Committee resolved to recommend to Council that they endorse the approval for the Railway Museum to use Platform Y on June 10, 2019

**AND FURTHER**

That the Youth Officer be delegated the authority to approve usage of Platform Y for Council events.

**CARRIED**

*Report by Kim Sandgren*

**4 CLOSE MEETING**

The Meeting closed at 11:55PM.

This is the minutes of the Youth Advisory Committee meeting held on Tuesday 9 April 2019.

.....

**GENERAL MANAGER**

.....

**CHAIRMAN**

**6.3 MINUTES OF THE PROMOTIONS & VISITATION COMMITTEE MEETING HELD ON 9 APRIL 2019****File Number:** REP19/417**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Promotions & Visitation Committee Meeting held on 9 April 2019**RESOLUTION 99/2019**

Moved: Cr Kenneth Smith

Seconded: Cr Nigel Judd

It was resolved that the reports be received.

**CARRIED****RESOLUTION 100/2019**

Moved: Cr Kenneth Smith

Seconded: Cr Nigel Judd

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

**CARRIED**



**Date:** Tuesday, 9 April 2019  
**Time:** 12:00PM  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **Promotions & Visitation Committee Meeting**

**9 April 2019**

**Order Of Business**

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

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

    3.1 Car Club Attraction ..... 4

    3.2 Presentation by New Committee Members ..... 7

**4 Close Meeting ..... 10**



**MINUTES OF TEMORA SHIRE COUNCIL  
PROMOTIONS & VISITATION COMMITTEE MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON TUESDAY, 9 APRIL 2019 AT 12:00PM**

**PRESENT:** Cr Nigel Judd, Cr Kenneth Smith, Ms Jone Pavelic (Chair), Mrs Elaine Costello, Mr Bob Costello, Ms Lynette Andersen, Cr Dale Wiencke (Observer), Cr Dennis Sleigh (Observer)

**IN ATTENDANCE:** Craig Sinclair (Economic Development Manager), Ann Pike (Ms), Bill Speirs (Mr)

**1 OPEN MEETING**

12:03PM

**2 APOLOGIES**

**COMMITTEE RESOLUTION 12/2019**

Moved: Cr Nigel Judd

Seconded: Mrs Elaine Costello

That apologies from Cr Rick Firman, Cr Max Oliver, Director of Administration & Finance Steve Firth, General Manager Gary Lavelle and Ms Nicola Curry be received and accepted.

**CARRIED**

### 3 REPORTS

#### 3.1 CAR CLUB ATTRACTION

**File Number:** REP19/386  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

#### REPORT

The Economic Development Manager met with Shire resident, Glenn Sheehan, and Temora Aviation Museum's Nicola Curry, in March to discuss the concept of developing a strategy to attract car clubs to Temora Shire and the wider Canola Trail. Temora is already popular with many car clubs and the strategy proposed by Mr Sheehan, who has a good list of contacts and experience in the industry, aims to build on that popularity and make it easier for club event organisers to coordinate group visits to Temora.

The following information is a summary of the proposal as presented by Mr Sheehan.

#### Background

- There are over (580) CAMS\* affiliated car clubs in Australia (\*Confederation of Australian Motorsports)
- (400+) of these Clubs are based within 6 hours drive of Temora & associated Canola Trail towns (Junee & Coolamon)
- A majority of these car clubs take part in organised motorsport (racing/rallying etc) events. However, most also have social or cruising arms which cater for members interested in road touring, non-speed/ navigational trials and community motorsport such as motorkhana's, car shows and the like
- Many of these Clubs are type clubs, with a huge following/membership and often with State or Region based arms. For example, the MX-5 Car Club has several thousand members Nationally, with over (1000) members just in NSW alone
- There are a large number of Motorcycle Clubs also based on type, State and Region, and who also have large touring arms interested in weekends away and mid-week escapes from the larger Centres/Cities
- Currently, no other town or Region is doing all the hard work for the Car/Bike Club Secretaries, Presidents and Event Organisers/Club Captains. If Temora and affiliated towns on the Canola Trail take the initiative and give them the routes and other information they require in a package format, the benefits are there for our town's taking

#### Benefits

- Considerable financial benefits exist for whichever Regional town or collaboration (e.g. Canola Trail) is willing to put in the effort to attract these Clubs and to make them feel extra special whilst they are here
- On average, each vehicle attending a Regional Club event would inject a minimum spend of \$200/night into the town/region economy based on accommodation, meals, fuel and admission fee expenditure

- These Clubs are filled with people from all walks of life, occupations and connections. Treat them right and they will spread the word about how great our towns are, not only to other Club members via their magazines/newsletters (ensuring future event patronage increases) but via their social networks, family, friends, work colleagues and other connections
- Low outlay & big benefits, and an opportunity to highlight our Town's innovative spirit & capabilities Nationally via Tourism Awards and at Tourism Fairs/Trade Shows
- Big opportunities for considerable 'value add' income through smart use of existing assets/facilities (TAM, Rural Museum, Railway Museum, Temora Showground, Aria Park Hotel etc)

### Opportunities

- Tourism promotion and increased regular visitor numbers during non-event weekends (outside of flying weekends, V8 Superboats, Temora Show etc)
- Club runs utilising navigational routes supplied by Temora/Canola Trail and supply of discount vouchers for local businesses supporting the initiatives (via advertising)
- Motorsport events potentially utilising Temora Showgrounds, Temora Airport etc (motorkhana, navigation trials, speed events (airport))
- Car/Bike shows and Show & Shine type events
- Photography of vehicles with TAM aircraft, Rural Museum vehicles etc (many magazines will pay for use of the assets for their magazine shoots etc if they know they are available)

### What's Next ?

Bring together the following information in a printable and electronic format:-

- Route charts/maps showing creative ways to get to/from Temora/Canola Trail towns from/to major Centres (Sydney, Canberra, Melbourne, Brisbane, Albury, Bathurst/Orange etc)
- Identify primary & secondary 'Things to Do' on the way to/from and whilst at location (morning/afternoon tea stops, lunch locations etc)
- Provide an easy way for Club Captains to direct accommodation & attraction bookings & for them to establish meal locations & make reservations that can handle their numbers
- List available vehicle repair facilities (mechanical, electrical, tyres, parts, towing etc) enroute and at destination/s
- Provide some form of 'star rating' for accommodation options and honest reviews of each facility including security of parking, availability of undercover parking etc
- Establish a process for speeding up payment to access attractions
- Discount vouchers for attractions, meals/drinks etc to encourage patronage
- Give options for motorsport and Show and Shine locations
- Offer to host areas where their vehicles can be parked together to show them off to locals and visitors (main street whilst they have breakfast, or aviation museum/rural museum whilst visiting same). A roped off area and local contact to assist them is worth its weight in gold. Many of these vehicles are worth a lot of money and if we take care of them and show them respect, they'll come back again and again

- Establish a volunteer program where one or more townspeople can meet the Club Captain on arrival and provide advice/guidance on things to see and do whilst in each program town (similar to Sydney Airport volunteer guides)
- Investigate options for Club specific events (winery visits, music, star gazing, Club awards nights, foodie focused events)
- Much of the above would translate easily to the Grey Nomad/Caravan/RV community to extend the 'bang for buck' of this campaign

**COMMITTEE RESOLUTION 13/2019**

Moved: Ms Lynette Andersen

Seconded: Mrs Elaine Costello

That the Committee resolved to recommend to Council to consider forming a working group to support the concept, investigate the costs associated with implementing the proposal and report back to Council with a budget.

**CARRIED**

*Report by Craig Sinclair*

**3.2 PRESENTATION BY NEW COMMITTEE MEMBERS**

**File Number:** REP19/387  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

New members of the committee to deliver presentations about their background, interest in the PVC and ideas for consideration.

Lyn Andersen gave some background information about herself then suggested resurrecting the Golden Gift or a version of it. The Golden Gift ceased around 8 years ago and the remaining funds donated to charity. There was a lack of attendance and support from locals. Volunteers were overrun and petered out. Ann Pike estimated it would cost \$50k to run the Gift today.

**COMMITTEE RESOLUTION 14/2019**

Moved: Ms Lynette Andersen  
Seconded: Mr Bob Costello

That the Committee resolved to recommend to Council the reintroduction of a Golden Gift style carnival should there be sufficient public support.

**CARRIED**

*Report by Craig Sinclair*

**1. ELAINE COSTELLO**

Elaine Costello presented an update for the RV Muster.

The figures for the Muster as at 5.30pm Friday, 5<sup>th</sup> April, 2019 are as follows:

Registered and paid bookings 45 vehicles

Registered and yet to pay 3 vehicles

People attending 83 + late payers

Bromfield tour of Hazeldean 41 - SOLD OUT - with 8 on a waiting list for a further tour if viable

A Day at the Park (Ariah Park) 43 – SOLD OUT

Bowls evening at Temora Bowling Club 47

Railway Precinct tour and BBQ lunch 23

Craig Giles Dinner and Show 60 plus 12 local temora residents = 72

Platform & Pancake Breakfast 52

Bundawarra Tour (Rural Museum) 35

Spit Roast 60

RFS Breakfast 60

As there were only two bookings for the Golf Day it has been decided to cancel this event.

I am quite happy with the response to the Muster even though it is smaller than the 2017 Muster. Garry Cocks and I have been approaching the local business houses requesting donations of vouchers and/or non-perishable products this week and the response has been favourable. We will again chase up those that have requested a little more time to decide on their donation. Bruce Holden from Miller and James has come on board and will conduct the voucher auction on the 24<sup>th</sup> April.

Market Day stall bookings has increased to 27 sites booked and paid with a further 4 unpaid to date.

I am hoping for nice weather as our inclement weather venues are VERY LIMITED.

I would be grateful if you could spread the word re: the Craig Giles and Kinta Dinner/Show being held at the Temora Ex-Services Club on Saturday 27<sup>th</sup> April, 2019 and also to promote the Market Day on Sunday 28<sup>th</sup> April, 2019. Market Day will most likely be the largest ever held in Temora and the variance in the types of stalls is exceptional, well in my view at least.

**COMMITTEE RESOLUTION 15/2019**

Moved: Cr Kenneth Smith

Seconded: Ms Lynette Andersen

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

**CARRIED**

**2. CR JUDD**

Cr Judd advised that he attended the Rotary District Conference in Griffith last week to promote next year's conference in Temora. Temora Rotary is hoping to attract 300+ people.

Friday dinner – RFS building at Temora Rural Museum

Saturday – Conference at Town Hall and the dinner at the Temora Aviation Museum.

Sunday – Conference at Town Hall

**2. JONE PAVELIC**

Would like Council to consider installing a free BBQ in Paleface Park.

**COMMITTEE RESOLUTION 16/2019**

Moved: Mrs Elaine Costello

Seconded: Mr Bob Costello

That the Committee resolved to recommend to Council to consider installing a free BBQ in Paleface Park for community groups, residents & visitors.

**CARRIED**

**3. CR SMITH**

Advising that Callaghan Park needs more centrally located public toilets that are accessible.

**COMMITTEE RESOLUTION 17/2019**

Moved: Cr Kenneth Smith

Seconded: Ms Lynette Andersen

That the Committee resolved to recommend to Council to consider more centrally located public toilets in Callaghan Park that are more accessible to elderly near the cenotaph and also service Father Hannan oval.

**CARRIED**

**4 CLOSE MEETING**

The Meeting closed at 1:02pm.

This is the minutes of the Promotions & Visitation Committee meeting held on Tuesday 9 April 2019.

.....  
**GENERAL MANAGER**

.....  
**CHAIRMAN**



**6.4 MINUTES OF THE ASSETS & OPERATIONS COMMITTEE MEETING HELD ON 9 APRIL 2019****File Number: REP19/418****Author: Executive Assistant****Authoriser: General Manager****Attachments: 1. Minutes of the Assets & Operations Committee Meeting held on 9 April 2019****RESOLUTION 101/2019**

Moved: Cr Dale Wiencke

Seconded: Cr Nigel Judd

It was resolved that the reports be received.

**CARRIED****RESOLUTION 102/2019**

Moved: Cr Claire McLaren

Seconded: Cr Graham Sinclair

It was resolved that Committee Resolution 42/2019 be altered to investigate the cost of an Energy Audit of Council facilities.

**CARRIED****RESOLUTION 103/2019**

Moved: Cr Max Oliver

Seconded: Cr Dale Wiencke

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

**CARRIED**



**Date:** Tuesday, 9 April 2019  
**Time:** 2:10PM  
**Location:** Springdale Hall  
SPRINGDALE NSW 2666

# **MINUTES**

## **Assets & Operations Committee Meeting**

**9 April 2019**

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**MINUTES OF TEMORA SHIRE COUNCIL  
ASSETS & OPERATIONS COMMITTEE MEETING  
HELD AT SPRINGDALE HALL, SPRINGDALE NSW 2666  
ON TUESDAY, 9 APRIL 2019 AT 2:10PM**

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

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

The meeting commenced with an inspection at Nixon Park at 1:15pm. And then proceeded to Springdale Hall for the commencement of the meeting.

**1 OPEN MEETING**

2:10pm

**2 APOLOGIES**

**COMMITTEE RESOLUTION 28/2019**

Moved: Cr Kenneth Smith

Seconded: Cr Max Oliver

That apologies from Cr Graham Sinclair be received and accepted.

**CARRIED**

**3 REPORTS****3.1 ENVIRONMENTAL POLICY AND PROCEDURES****File Number:** REP19/294**Author:** Town Planner**Authoriser:** Director of Environmental Services**Attachments:**

1. Environmental Policy
2. Engineering Environmental Management Procedure

**REPORT**

As part of completing work associated with a Roadside Reserves Management Grant, received in 2018, Council officers committed to the preparation of an Environmental Policy and Procedures to guide the future management of roads and roadsides, including construction and maintenance works, which may impact on the environment, biodiversity and/or threatened species, populations or ecological communities.

The draft policy and procedures are attached for Council's consideration. The draft policy and procedures detail the considerations and actions for staff to follow in relation to environmental assessment of projects that may impact upon roadside vegetation.

The draft policy and procedures are complemented by the additional works undertaken as part of this project, including improvement in the mapping of roadside vegetation within Temora Shire, staff training and development of relevant templates for road project assessment purposes.

Once adopted, Council would communicate its Environmental Policy and Procedures as part of the implementation of Temora Shire Council's Community Strategic Plan theme of Preserving our Beautiful Surrounds of Temora Shire. This would also form part of Council's Integrated Planning and Reporting commitments.

**COMMITTEE RESOLUTION 29/2019**

Moved: Cr Max Oliver

Seconded: Cr Dale Wiencke

That the Committee recommend to Council to adopt the draft Environmental Policy and Procedures.

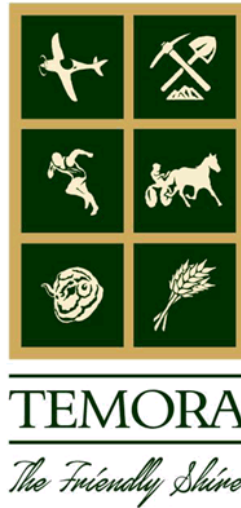
**CARRIED*****Report by Claire Golder***

Function: Engineering

Temora Shire Council

Policy Number: EW7

# TEMORA SHIRE COUNCIL



## ENVIRONMENTAL POLICY

**DRAFT**

Revision Number:  
File Name: Environmental Policy

Page Number: Page 1 of 5

Revision Date: 11 March 2019

*Function: Engineering**Temora Shire Council**Policy Number: EW7*

<b>Review Details</b>
-----------------------

**ABOUT THIS RELEASE**

**DOCUMENT NAME:** Environmental Policy  
**CODE NUMBER:** EW7  
**AUTHOR:** Temora Shire Council  
**ENDORSEMENT DATE:**

**REVIEW**

Revision Date	Revision Description	Date approved by Council	General Managers Endorsement
11 March 2019			

**PLANNED REVIEW**

Planned Review Date	Revision Description	Review by
March 2021	Update review	Engineering Technical Services Manager

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## Environmental Policy

Temora Shire Council is committed to protecting our environment, ensuring future generations can enjoy our beautiful surrounds. We are committed to minimising our environmental footprint in all our operations and strive demonstrate community leadership in preserving our environment.

### ENVIRONMENTAL STATEMENT OF INTENT

Temora Shire Council's Community Strategic Plan includes the theme of preserving our beautiful surrounds of Temora Shire Council, in a manner that is consistent with and promotes the principles of ecological sustainable development (adapted from section 8, Local Government Act 1993), which ensures that it is a Shire where:

- air is clean and healthy;
- water is clean and healthy;
- the waterways are protected and maintained, aquatic habitats are preserved and enhanced, whilst recognising and optimising the values of natural systems;
- native vegetation is retained, rehabilitated and managed to enable all life to live and multiply and to provide for a diversity of species living in natural communities and habitats;
- sensitive areas, are protected from inappropriate developments and activities that would adversely affect them within their catchments;
- natural processes are recognised and accommodated;
- natural ecosystems are valued and protected;
- the aesthetic values of the Shire's natural and built environment are protected and enhanced;
- waste is minimised, disposed of safely and is to be viewed and utilised as a valuable resource, so that ultimately nothing is wasted;
- cultural heritage is protected and conserved;
- the community can use and enjoy the resources of the Shire.

### OBJECTIVES

To effectively integrate the principles of ecological sustainability into all Council and community functions so as to achieve a clean, healthy and

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ecologically sustainable environment for Temora Shire, Council is committed to:

1. Integrating the principles of ecological sustainability (including the precautionary principle; inter-generational equity; conservation of biological diversity and ecological integrity; and improved valuation, pricing and incentive mechanisms) into all Council's policies, programs and services.
2. Achieving continuous improvements in environmental performance, over and above regulatory and legislative requirements
3. Monitoring and reporting the environmental performance of the Council to the Councillors and the community
4. Working in partnership with government, organisations and the community to promote the ecological, social and economic health of the Temora Shire, to achieve sustainable environmental outcomes
5. Promoting ecological resilience and the conservation, rehabilitation and ecologically sustainable use of resources within Council and the community, as well as minimising environmental pollution and waste
6. Applying cumulative impact assessment throughout Council and promoting the application of cumulative impact assessment by the community
7. Raising the awareness of environmental issues within Temora Shire

## STRATEGIES

In order to achieve the objectives of its environmental statement of intent Council will:

1. Respond to the Measures included within the Community Strategic Plan, being:
  - Council has a clear understanding of its responsibility with regard to its environmental impact
  - Council will continue towards better measuring and the reduction of its "environmental footprint"
  - Council will further refine and improve its decision-making and reporting processes utilising the Quadruple Bottom Line Principle and its sustainability initiatives
  - Council will utilise a range of indicators formerly utilised in its State of the Environment Reporting mechanisms

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2. Advise all Council staff of the requirement to implement the principles of ecological sustainability in their decisions and activities, and put in place procedures to ensure those principles are accorded with.
3. Ensure the thorough control of development and building activities in accordance with the requirements of the Environmental Planning and Assessment Act 1979, the Local Government Act 1993 and the principles of ecological sustainability.
4. Ensure that the cumulative impacts of proposals, both within local and regional contexts, are assessed when planning Council activities, determining all applications and undertaking functions of Council.

As evidence of this commitment, we will:

- Integrate environmental considerations into our business planning and operations to prevent pollution, minimise other negative impacts, and generate positive outcomes where possible.
- Implement an Environmental Management System that is appropriate for the environmental aspects of our activities, products and services, and their associated impacts.
- Achieve statutory compliance obligations.
- Monitor and measure key elements of our environmental performance, and seek to continuously improve outcomes.
- Set objectives for environmental performance improvement and assign responsibility to members of senior management. The achievement of these objectives will be included in those managers' Key Performance Indicators.
- Provide workers with awareness and training to help them make environmentally sound decisions.
- Communicate information regarding our environmental management system to interested parties via our web site and other means.

This policy and our Environmental Management System will be regularly reviewed by senior management to ensure its continued effectiveness and improvement.

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# TEMORA SHIRE COUNCIL



TEMORA  
*The Friendly Shire*

## ENGINEERING ENVIRONMENTAL MANAGEMENT PROCEDURE

**DRAFT**

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<b>Review Details</b>
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**ABOUT THIS RELEASE**

**DOCUMENT NAME:** Engineering Environmental Management Procedure  
**CODE NUMBER:** EW9  
**AUTHOR:** Temora Shire Council  
**ENDORSEMENT DATE:**

**REVIEW**

Revision Date	Revision Description	Date approved by Council	General Managers Endorsement
11 February 2019	Update review		

**PLANNED REVIEW**

Planned Review Date	Revision Description	Review by
March 2021	Update review	Engineering Technical Services Manager

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## INTRODUCTION

Temora Shire Council is responsible for delivering a variety of services concerned with protecting, conserving and rehabilitating the natural and built environment. Through its policies, Council will respond to ecological sustainability in accordance with the requirements of the Local Government Act 1993.

Council recognises that it is in a position to influence the community to adopt responsible environmental practices. Council acknowledges that in order to meet statutory obligations and community expectations it must apply the principles of ecological sustainability across all of its decisions and activities.

Temora Shire Council Engineering Department's corporate objective is to ensure that the impact of its engineering operations on the human, natural and built environments will be a primary focus in the management of all its activities. The Department is committed to applying the appropriate standards of environmental performance and responding to incidents arising from Council operations in a timely and effective manner.

This procedure supports Council's integrated planning and reporting framework in carrying out functions so as to achieve desired outcomes and continuous improvements.

This procedure applies to all areas with Temora Shire Council boundaries.

The environmental factors that this procedure considers include:

- Access and traffic management
- Erosion, sedimentation and surface water quality
- Air quality
- Noise and vibration impacts
- Native vegetation and fauna
- Land contamination
- Fuels and chemicals
- Indigenous and non-indigenous heritage
- Waste management

## BACKGROUND

This Procedure responds to the Temora Shire Council Roadside Vegetation Management Plan 2015, prepared on behalf of Council by Eco Logical Australia Pty Ltd, as well as relevant legislation.

Temora Shire Council is responsible for the management of 1367 km of roads and approximately 3900 ha of road reserve. In conjunction with native vegetation that is protected within local nature reserves, roadside vegetation is often all that remains of native woodlands.

Engineering works involving roadside reserves require consideration of relevant environmental factors as part of project planning and management.

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## IMPORTANCE OF ROADSIDE VEGETATION

Roadside environments comprise a diverse range of environmental, economic, social and heritage values and provide a range of beneficial environmental and ecosystem services.

Some of the key values and services provided by well-managed roadside environments include:

- Biodiversity conservation
- Conservation of items of cultural and historical significance
- Waterway and catchment health, and conservation of adjacent ecosystems
- Aesthetic and amenity values
- Recreational
- Prevention of land degradation
- Native seed source
- Education

## IMPACTS UPON ROADSIDE RESERVES & ENVIRONMENTAL ASSESSMENT

The management of roads and roadsides, including construction and maintenance works, may impact on the environment, biodiversity and/or threatened species, populations or ecological communities listed under the Biodiversity Conservation Act 2016 and the Fisheries Management Act 1994. Temora Shire Council must therefore consider the impacts of construction and maintenance works upon the environment and assess the level of impact. Considerations and approvals must be considered pursuant to Part 5 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

For the purposes of Part 5 of the EP&A Act, an activity is to be regarded as an activity likely to significantly affect the environment if it is likely to significantly affect threatened species.

In order to make such assessments, prior to commencing work, Council officers must respond to the intentions of this procedure by referring to relevant vegetation data available on Council's mapping systems and conduct site inspections as required in order to assess and manage environmental impacts of engineering works.

In accordance with the environmental assessment processes under the EP&A Act (Part 5 of the Act), environmental assessments by Councils may be in the form of a Review of Environmental Factors (REF), an Environmental Impact Statement (EIS) and/or Species Impact Statements (SIS). EISs and SISs are generally prepared when impacts are considered to be significant.

The preparation of REF or EIS is the key mechanism through which Council can generally fulfil its responsibilities under the Act. REFs and EISs provide a means through which Council can identify, understand and assess the likely impacts of its activities, and make decisions about the kinds of strategies that need to be implemented to avoid or mitigate impacts on the environment.

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## LEGISLATIVE REQUIREMENTS

Council must respond to relevant legislation as part of planning, designing and undertaking engineering works that involve roadside reserves.

Table 1 summarises the legislative requirements for the works undertaken by Council.

Table 1 – Legislative Requirements		
Name of Legislation	Regulating authority	Requirement
Environmental Planning and Assessment Act 1979	NSW Planning & Environment, Temora Shire Council, NPWS, NSW Fisheries	Prepare a Review of Environmental Factors for relevant works in accordance with Council's adopted procedures. Prepare and submit to the RMS a Review of Environmental Factors for any Contract activity not covered by this EEMP
Protection of the Environment Operations Act, 1997	EPA	Not cause or have the potential to cause water, air, noise or land pollution.  Dispose of waste at an appropriately licensed landfill  Notify the EPA when a "pollution incident" occurs that causes or threatens "material harm" to the environment.
Water Management Act 2000	NSW Office of Water	An approval, permit or license may be required to take or use water from a river or lake, or from a dam, lock, reservoir, weir, regulator, flume, race, channel, cutting, well, excavation, tunnel, pipe, sewer, machinery or appliance.
Protection of the Environment Operations (Waste) Regulation, 2014	EPA	Manage waste in accordance with EPA license
Noxious Weeds Act, 1993	Department of Primary Industries  Temora Shire Council	Notify the Department of Primary Industries within 3 days of becoming aware of a notifiable weed (W1 weed)
Contaminated Land Management Act, 1997	EPA	Report to EPA if aware that land contamination presents a

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		"significant risk of harm".
Pesticides Act, 1999	EPA	Read and follow the instructions on the pesticide's registered label. Don't detach the pesticide label. Do not cause risk of injury by a pesticide to a person or to property
Dangerous Goods (Road and Rail Transport) Act 2008	EPA & Workcover	Ensure that dangerous goods are transported in a safe manner.  Drivers of vehicles transporting dangerous goods and the vehicles themselves may need special licenses.
Heritage Act, 1977	Heritage Council of NSW  Heritage Division of NSW Office of Environment and Heritage	Notify the NSW Office of Environment and Heritage if a relic is discovered.
Aboriginal and Torres Strait Islanders Heritage Protection Act, 1984. National Parks and Wildlife Act 1974	Department of the Prime Minister and Cabinet NSW Office of Environment & Heritage	Report the discovery of Aboriginal remains to the NSW Office of Environment & Heritage
Biodiversity Conservation Act 2016	NSW Office of Environment & Heritage	Respond to Biodiversity Assessment & Approval Pathways

**Table 1: Legislative requirements for the works undertaken by Council**

State Environmental Planning Policy (Infrastructure) 2007 contains the following clause:

**94 Development permitted without consent—general**

(1) Development for the purpose of a road or road infrastructure facilities may be carried out by or on behalf of a public authority without consent on any land.

However, Part 5 of the Environmental Planning and Assessment Act - Infrastructure and environmental impact assessment contains the following clause:

**Subdivision 2 Duty of determining authorities to consider environmental impact of activities****5.5 Duty to consider environmental impact**

(1) For the purpose of attaining the objects of this Act relating to the protection and enhancement of the environment, a determining authority in its consideration of an activity shall, notwithstanding any other provisions of this Act or the provisions of any other Act or of any instrument made under this or any other Act, examine and take into

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account to the fullest extent possible all matters affecting or likely to affect the environment by reason of that activity.

#### KEY CONSIDERATIONS

The primary function of the road is to provide a safe carriageway for vehicles to travel. Temora Shire Council needs to balance this primary function where possible, with the conservation values, as well as other values, of roadside environments.

Careful planning is required before any road construction or maintenance works are undertaken to ensure that the conservation of roadside vegetation is achieved and adverse impacts upon the environment are minimised.

Road construction and maintenance works can have substantial impacts on roadside vegetation, depending on the scale of works.

- Works may include lopping or pruning of vegetation, but apart from direct removal of vegetation, road works can destroy vegetation through changes in soil levels, compaction of soil, and altered drainage.
- Inappropriate road maintenance practices can also have an adverse effect on the conservation and condition of roadside vegetation, through the inadvertent spread of weed propagules or plant pathogens (e.g. Phytophthora).

Temora Shire Council's road construction and maintenance crews/contractors have an important role in maintaining clean machinery and implementing work practices that will monitor and prevent the spread of noxious and environmental weeds along roadside corridors.

Temora Shire Council's road construction and maintenance crews/contractors also have an important role in ensuring that proper measures are in place during road construction and/or maintenance to prevent alterations to stormwater runoff resulting in erosion, sedimentation, or land degradation.

#### IMPLEMENTATION

The Engineering Environmental Management Plan (EEMP) provides the framework for the methodology to be implemented by Temora Shire Council for the carrying out of routine maintenance, as far as environmental issues are concerned.

##### General

Council is committed to planning, conducting and monitoring its operations, in order to:

- Comply with any Department of Planning and Environment, Office of Environment and Heritage, Office of Local Government or other relevant Government agency, relevant legislation and regulations, any State or Local Planning consent conditions and any additional requirements relating to the environment.

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- Communicate Council's environmental policy and procedures to all employees, subcontractors and consultants, where appropriate, to ensure they are aware of their obligations in relation to Council's operations.
- Establish and maintain a program of continual improvement in environmental management and pollution prevention from our works and activities.
- Manage the level of impact of proposed works upon native vegetation, identified through Council's mapping systems and verified through relevant site inspections.
- Maintain environmental risk management systems and procedures appropriate to the nature and scale of the work undertaken and regularly audit performance.

Where roadworks outside of routine maintenance are proposed, reference to the Roadside Vegetation Management Plan – Temora Shire Council is required for priority roads:

- Morangerall Road
- Tara-Bectric Road
- Old Cootamundra Road
- Thanowring Road
- Howards Road (Reefton-Ariah Park Road)

Prior to commencing works

- The clearing of roadside vegetation should be avoided and or minimised wherever possible. Clearing is generally associated with construction of new roads or deviations or widening of existing roads. Where clearing is required, the potential impacts on threatened species or EECs should be considered through appropriate environmental impact assessment. Where clearing is required, the boundaries of the required clearing should be identified through the use of fencing or other markers.
- Worksites should be carefully selected and existing disturbed areas i.e. where there is bare ground or the groundcover is dominated by introduced weed and / or pasture species. If such sites do not exist within proximity of the worksite then the extent of clearing should be limited to the minimum amount required, and appropriate environmental impact assessment undertaken prior to any clearing. The worksite area should be bunded to avoid sediment leaving the site and runoff water should also be adequately managed.
- There are already established stockpile sites along many shire roads and highways and these should continue to be used. Such sites should be clearly delineated and, ideally bunded, to avoid sediment and stockpiled material leaving the site.

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During construction

- Minimise waste through efficient material and plant utilisation, plus re-use or recycling of material.
- Dispose of waste appropriately. In all instances excess soil, road surface material, gravel, concrete, pipes and masonry should be removed from the work site and disposed of appropriately – not in the roadside vegetation.
- Respond promptly to any emergency situation causing adverse environmental impacts.
- Roadside vegetation can be damaged by soil erosion and subsequent sediment deposition. Soil erosion can commence on road reserves during and following road works that concentrate water into damaging flows. In all situations where road work is being undertaken, Council should develop an erosion and sediment control plan for the site to ensure that adequate soil conservation and erosion control measures are incorporated into the design for the road and ancillary works.

Appropriate training and instruction shall be provided to ensure that project staff understand how to implement the Engineering Environmental Management Procedure. Staff are encouraged to offer suggestions about how environmental protection measures can be improved. Such suggestions will be assessed by management and implemented as appropriate.

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## PROJECT TEAM ENVIRONMENTAL RESPONSIBILITIES

All employees are reminded of their environmental responsibilities as set out in the checklists forming part of this documentation.

### *Engineering Technical Manager*

- Is Council's Corporate Environmental Management representative
- Ensures that resources are provided to prepare and implement the EEMP
- Approving the EEMP and any amendments to the EEMP for implementation

### *Engineering Works Manager*

- Is Councils authorised contact for communication with the Overseer and the EPA
- Reports on effectiveness of the EMP and environmental protection measures as part of Project Management.
- Seeks assistance from Office of Environment and Heritage (NSW Environment Protection Authority) in the event of any pollution of significant environmental impact.

Is responsible for:

- Preparing and implementing the Contractor's Environmental Management Plan for the duration of the project, including a suitable review process;
- Instructing project personnel on how to comply with Council's environmental policy and procedures;
- Arranging periodic monitoring and inspection by suitably trained personnel;
- Monthly evaluation of how effectively environmental controls are performing;
- Initiating remedial measures when environmental deficiencies are observed or in response to environmental complaints;
- Restriction of construction activities affected by any environmental deficiencies until remedial action has been taken;
- Keeping environmental performance records
- Approving sub-contractors EEMP's
- Ensuring complaints are addressed within three working days
- Ensuring that documented environmental procedures are followed and appropriate records kept

### *Urban Overseer (UO) and Rural Overseer (RO)*

For their relevant areas, is responsible for:

- Installing routine environmental control devices in accordance with this EEMP and the approved plans, if any, for the planned works.
- Inspecting control devices weekly and after rain events
- Maintaining control devices at all times
- Taking prompt action if any environmental emergencies occur.
- Ensuring all new staff, sub-contractors and visitors are properly inducted and trained
- Monitoring sub-contractor behaviour on work sites
- Communicating EEMP instructions and information to work staff

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#### *Weeds Inspector (WI)*

Is responsible for:

- The identification of noxious weeds within the road reserve adjacent to the works site
- Control and destruction of noxious weeds at the site
- Advising on measures to be undertaken to stop the spread of noxious weeds within and from the site

#### *Gangers*

Are responsible for:

- Assisting the Urban Overseer or Rural Overseer with all of their above listed responsibilities.
- Implementing allocated environmental duties at work sites

#### *Gangs*

Are responsible for:

- Implementing the environmental controls at work sites correctly
- Following all environmental procedures or controls put in place at work sites

#### *Subcontractors*

Are responsible for:

- Adopting the EEMP for all works under contract
- Implementing the environmental controls at work sites correctly
- Following all environmental procedures or controls put in place at work sites

The Urban Overseer/Rural Overseer is required to consider any environmental control measures that may be needed when preparing a Works Schedule for the gangs. If additional measures are required, the Urban Overseer/Rural Overseer (in consultation with the Engineering Works Manager) prepares additional directions for the gang to implement. The additional directions shall be filed with the maintenance records by the Urban Overseer/Rural Overseer.

## WASTE MANAGEMENT

### Legislative Requirements

Under the Protection of the Environment Operations Act, 1997 (POEO) when Temora Shire Council stores or transports hazardous or industrial waste it is classified as a non-licensed waste activity and must:

- Ensure that waste is stored in an environmentally safe manner;
- Ensure that waste is not stored with, and does not come into contact with, any incompatible waste;

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- Retain information regarding the generation, storage, treatment or disposal of the waste;
- Suitable documentation to be produced to allow a written record to be established on the transportation of waste
- Ensure that the person transporting the waste is licensed, if the waste is of a quantity to require the person transporting the waste to be licensed
- Ensure that the waste is being transported to a place that may be lawfully used as a waste facility
- Accurately identify the waste and advise the transporter accordingly
- Inform the EPA of any suspected breach of the POEO Act in connection with the transportation of waste from any site

Waste other than clean fill excavated material must be disposed of to a waste facility.

Temora Shire Council as a non-licensed transporter of wastes must ensure that:

- Vehicles carrying waste must be kept clean and be constructed and maintained so as to prevent spillage of waste
- The load is covered so as to prevent spillage and prevent emissions of odours;
- Any container is safely secured
- Incompatible wastes must not be mixed or transported together
- Any hazardous waste is not to be mixed with any other type of waste
- Any waste containing asbestos is wetted and fully covered according to regulations
- Material segregated for recycling is not mixed with other wastes
- Any waste is transported only to controlled waste facilities or other facilities that can lawfully receive the waste
- The occupier of the waste facility is advised of the type of waste involved before the waste is unloaded

#### Waste Management Register

A waste management register will be kept detailing the type of waste collected, amounts, date/time, by whom and the disposal location as well of details of who transported the waste, Council and or Contractor.

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### Licensed Waste Facilities

There are two licensed waste facilities within Temora Shire Council; both are licensed to receive solid waste

- Temora landfill located in Teal Street Temora: and
- Aria Park landfill located adjacent to the Aria Park village

### Recycling

All recyclable material associated with a project must be suitably recycled, as shown by Table 2:

<b>Recyclable Waste Materials</b>	<b>Recycling Facilities</b>
Glass	Lions Club of Temora recycling facility
Metals, Aluminium, Steel, Iron and other scrap metals	McShane's Scrap Metal
Recycled Pavement Materials	All recycled pavement materials suitable for reuse will be stockpiled at a suitable location. RAP will be recycled by the Temora Shire Council or local landholders
Plastics	Local Plastic Recycling
Paper and other Office Products	Lions Club of Temora recycling facility
Problem Waste – gas bottles, paint, electronic waste, batteries, oils etc	Community Recycling Centre at Temora landfill

**Table 2: Recyclable Waste Materials and Recycling Facilities**

All recycled material is required to be delivered to the above locations as none offer a pick up service except possibly McShanes Scrap Metals if quantities are of sufficient size.

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## ENVIRONMENTAL CONTROLS FOR SUBCONTRACTED WORK

All subcontractors engaged will adopt the requirements of this EEMP prior to commencing work, unless they have developed their own EEMP. If the sub-contractor is to submit their own EEMP, it should meet the environmental requirements of the EEMP, the safeguard actions for the activity undertaken by the sub-contractor and all relevant environmental legislation.

The EEMP from the sub-contractor shall be reviewed and approved by the Engineering Works Manager or Urban Overseer/Rural Overseer. Sub-contractors compliance to the EEMP will be verified through regular inspections.

## NON-CONFORMANCE CONTROL, CORRECTIVE AND PREVENTATIVE ACTION

Environmental nonconformance's shall be recorded and rectified in accordance with Council's Quality Plan. Rectification shall include containment measures, clean up and restoration of the affected area and of any deficient operational controls or monitoring controls. On completion the Engineering Works Manager will re-inspect the outcomes to ensure that they are acceptable before closing out the Nonconformance Report.

Corrective or preventative action to eliminate the causes of actual or potential environmental nonconformance's shall be initiated in accordance with Councils Quality Plan and recorded on a Corrective Action Report.

## COMMUNICATION

### On-site Communication

The gang is responsible for notifying the Ganger of any environmental issue on the site. The Ganger will notify the Urban Overseer/Rural Overseer and/or Engineering Works Manager if considered necessary.

### External Communication

All external communication is identified in the Activity Environmental Action Tables.

External communications includes informing nearby residents of proposed work and contacting regulatory agencies if required. Residents must be notified if any changes to property access and pedestrian thoroughfare occur during maintenance activities.

### Complaint Procedures

All complaints received during work will be referred to the Ganger, who will notify the Urban Overseer/Rural Overseer and or Engineering Works Manager if necessary. All environmental complaints (eg noise pollution) shall be recorded through Council's complaints recording system.

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## EMERGENCY PROCEDURES

Temora Shire Council's Emergency Response Procedure (Attachment 2), shall be followed in the event of an environmental emergency such as a chemical spill. In the event of an environmental incident an Environmental Incident Report shall be completed.

Temora Shire Council's Emergency Response Procedure shall be prominently displayed at the Council's Works Depots and copies are to be kept in all Council vehicles and work site vans. Copies of Environmental Incident Reports are to be maintained with the system for the Contract.

## ENVIRONMENTAL TRAINING

The Engineering Works Manager shall instruct personnel and subcontractors as part of their site induction (refer Council's Quality Manual), regarding environmental control measures which must be observed and response/containment procedures if environmental emergencies occur. Induction shall be given to all personnel working on the site, to make them aware of the potential environmental impacts and how such impacts may be prevented.

Environmental training shall include:

- Site induction
- Environmental emergency response training
- Familiarisation with site environmental controls and procedures (including those in the Maintenance Activity Guidelines)
- Specific environment training of relevant employees

The Engineering Works Manager shall arrange additional training/instruction when site personnel commence construction activities, which involve new environmental controls. These briefings shall be recorded on a Toolbox Meeting Record form. Site personnel shall be encouraged to be pro-active and report any instances of environmental control measures not operating properly.

## ENVIRONMENTAL MONITORING

Council will monitor environmental procedures and controls at all times.

## REVIEW AND DOCUMENT CONTROL

### Review of EEMP

The Engineering Technical Manager and Engineering Works Manager shall review the EEMP on a regular basis. The Urban Overseer/Rural Overseer is responsible for ensuring that Gangers and the Works Gangs are aware of any changes to the EEMP, including Environmental Action Tables.

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#### Document Control

Document control of this EEMP, including issue of any amendments shall be done in accordance with Section 4 of Council's Quality Manual.

Where sub-contractors environmental control measures are submitted to Council, they shall be treated as controlled documents, as part of the EEMP and listed in the EEMP Contents Table.

#### Records

The Engineering Works Manager shall arrange for environmental records to be filed as part of the project quality records (Refer to Council's Quality Manual).

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Attachment 1 <b>ENVIRONMENTAL IMPACT PLANNING CHECKLIST</b>		
<b>ISSUE:</b>	<b>Access and Traffic Management</b>	
	<b>Yes</b>	<b>No</b>
Will construction work interfere with traffic flow?		
Will construction work interfere with pedestrians?		
Will construction work interfere with access for local residents?		
Will access to site by construction vehicles interfere with traffic flow?		
Could parking arrangements for employee vehicles interfere with traffic flow?		
Other:		
<b>ISSUE:</b>	<b>Erosion, Sedimentation and Surface Water Quality</b>	
	<b>Yes</b>	<b>No</b>
Will redirection of waterway channel or culvert produce more concentrated flow of water?		
Will banks of waterways be disturbed and susceptible to erosion?		
Will ground surface be disturbed and be susceptible to erosion in storms, surface run-off or flooding?		
Are cuttings or embankments being constructed, with exposure of batters to potential erosion?		
Does sediment have to be trapped before run-off enters waterways?		
Can surface run-off flowing through construction site become contaminated before entering a natural waterway?		
Will contaminated water need to be released from detention areas (eg. Sediment basin, bunded refueling area) into a natural waterway?		
Could mud or litter be deposited from construction vehicles onto a trafficked roadway?		
Other:		

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Temora Shire Council

Policy Number: EW9

<b>ISSUE:</b>	<b>Air Quality</b>	<b>Yes</b>	<b>No</b>
	Will dust be generated from construction site by plant/vehicle movements, haulage or processing operations or in dry, windy conditions?		
	Will dust be generated from stockpiles in dry, windy conditions?		
	Are fires proposed to burn cleared vegetation or other waste material or litter?		
	Is there potential for unplanned fires (eg. Dry grass)?		
	Could type of plant used produce visible smoke emission?		
	Other:		
<b>ISSUE:</b>	<b>Noise, Ground Vibration and Air Blast</b>	<b>Yes</b>	<b>No</b>
	Will construction equipment generate significant noise which could unduly disturb neighbouring residents?		
	Are there any nearby premises which are particularly noise-sensitive (eg. school, hospital)?		
	Is it likely that noisy construction work may be performed outside normal working hours?		
	Could vibration from construction plant or operations damage adjacent buildings?		
	Are there any nearby structures which are particularly vibration – sensitive (eg. historic buildings)?		
	Could vibration or air blast from construction plant or operations cause undue disturbance to neighbouring residents?		
	Other:		

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<b>ISSUE:</b>	<b>Vegetation and Fauna</b>	<b>Yes</b>	<b>No</b>
	Is there vegetation adjacent to work areas that will need to be retained/protected?		
	Could construction activity introduce or spread weeds?		
	Can disturbed topsoil be re-used?		
	Can cleared vegetation be re-used?		
	Will earthworks batters, etc. need to be revegetated or landscaped?		
	Will areas of disturbed ground (eg. access roads, storage areas) need to be revegetated?		
	Is native fauna present, which will be disturbed by construction work?		
	Could fish in permanent watercourses be disturbed by construction work?		
	Other:		
<b>ISSUE:</b>	<b>Contaminated Ground</b>	<b>Yes</b>	<b>No</b>
	Is there a possibility that areas of contaminated soil could be expected (eg. acid sulphate soil)?		
	Will construction involve treatment on off-site disposal of contaminated soil?		
	Other:		
<b>ISSUE:</b>	<b>Fuels and Chemicals</b>	<b>Yes</b>	<b>No</b>
	Will plant or vehicles be refueled on site?		
	Will fuel be stored on site?		
	Will hazardous chemicals be used during construction?		
	Will hazardous chemicals be stored on site?		
	Other:		

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<b>ISSUE:</b>	<b>Indigenous and Non-Indigenous Heritage</b>	
	Yes	No
Is the work site in an area where items of Aboriginal origin could be encountered?		
Is the work site in an area where items of value as non-indigenous relics could be encountered?		
Other:		
<b>ISSUE:</b>	<b>Waste Management</b>	
Will construction generate surplus material which can be recycled?		
Will construction generate waste material which can be disposed on site?		
Will construction generate waste material which will have to be disposed off site?		
Will amenities for site personnel generate effluent?		
Will site personnel generate litter or rubbish?		
Other:		

Date: .....

Signed:.....

Function: Engineering

Temora Shire Council

Policy Number: EW9

## Attachment 2

**ENVIRONMENTAL EMERGENCY**

In the event of an environmental emergency, such as a chemical spill, the following procedures will be followed. It is the responsibility of the Engineering Works Manager or their representative to:

1. Ensure the appropriate environmental emergency equipment such as spill kits are available at all times and are appropriately located.
2. Ensure staff understand the emergency communication procedures.
3. Ensure that the appropriate staff are trained in emergency procedures such as use in chemical spill kits.
4. Ensure all staff are aware of the location of Safety Data Sheets (SDS).

In the event of an emergency the first consideration is the safety of staff and the public. Following the safety of the staff and the public, the environmental emergency procedures would include:

- In the event of spillage of fuels, paint and/or chemicals, on-site:
- Containment equipment/kits should be used to contain spills in accordance with the SDS.
- SDS documents are located at the Council depot.
- Block nearby drainage channels with earth or sandbags.
- If the spill occurs in the vicinity of a natural watercourse or in an environmentally sensitive area take immediate extra precautions such as construction of earth mounds downstream of the spill, blocking-off natural drainage channels with earth or sandbags.
- Treatment of any chemical spill should be treated according to the SDS.
- Contaminated material should be excavated and stored in labeled drums, and transported to Council's depot or transported and disposed of in an approved waste management facility.
- Raise an Environmental Incident Report to notify of the incident and report to the Engineering Technical Manager.
- If environmental harm has been done or where clean-up charges exceed \$10,000, notify the Engineering Technical Manager then the EPA in accordance with the requirements of the *Protection of the Environment Operations Act 1997*.

The following table lists the environmental emergency contact numbers in case of an emergency.

**Emergency Contact Numbers**

<b>Key Environmental Emergency Response Contacts</b>	
<i>HAZMAT</i>	<i>000</i>
<i>Ambulance</i>	<i>000</i>
<i>Fire Brigade</i>	<i>000</i>
<i>EPA</i>	<i>131 1555</i>
<i>Engineering Technical Manager - office</i>	<i>6980 1100</i>
<i>Engineering Technical Manager - mobile</i>	<i>0418 510 119</i>

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*Function: Engineering**Temora Shire Council**Policy Number: EW9***Further Local Contact Names and Numbers**

**These contacts are to be used as the 24-hour contact for the superintendent and the Environment Protection Authority (EPA).**

Temora Shire Council Office	0269 801100	Fax	0269 801138
Engineering Technical Manager (Mobile)	0418 510 119	Rob Fisher	
Engineering Works Manager (Mobile)	0408 609 173	Bimal Shah	
Urban Overseer (Mobile)	0427 181 605	Chris Campbell	
Rural Overseer (Mobile)	0408 639 982	Michael Mannion	

The Engineering Works Manager is to liaise with the following public authority contacts regarding any problems with implementing environmental management measures in their respective functions:

**EPA****24 Hour 131555**

Water/noise/air pollution

NSW Office of Environment and Heritage – Biodiversity

NSW Office of Environment and Heritage - Heritage

**Department of Primary Industries - Fisheries**

Ph 02 69411404

Damming of permanent waterways, impact on fish stock or habitat.

**Temora Shire Council**

Ph 0269 801100

Waste disposal

**Essential Energy**

Ph 02 69781144

Electricity matters.

**Goldenfields Water**

Ph 02 69773200

Water supply matters

**AGL Gas**

Ph 131909

Gas supply matters.

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### 3.2 HOSKINS STREET LIGHTPOLES

**File Number:** REP19/316  
**Author:** Senior Engineering Technical Officer  
**Authoriser:** Engineering Technical Manager  
**Attachments:**

1. Hoskins Street Light Pole Defect Locations
2. Example Images - Anti-Slip Heel Safe Grate
3. Product Guide

#### REPORT

Following recent removal of concrete around numerous light poles in Hoskins Street required for Essential Energy inspections re-instatement has not taken place.

Inspections are required every 5 years by Essential Energy meaning this matter will be an ongoing issue. The original plan for re-instatement was to install expansion joint around the inside of the exposed square cut-out, backfill with compacted sand to 30mm below FSL (Finished Surface Level) and finish with a 30mm layer of black coloured concrete which would act as a sacrificial layer that can be broken out for re-inspection after the 5 year period. This coloured concrete was originally chosen to best match aesthetics however there is concern around water infiltrating joints and causing sand to remain moistened for long periods which may lead to corrosion around the pole bases and footing rag bolts.

Councils Engineering Works Manager proposes an alternative treatment that will allow ease of evaporation for water that may enter the cut-outs by placing river rocks in the current exposed cut-outs and installing Anti-slip Heelsafe Grate cut to shape over the rocks to ensure a flush surface with the existing concrete footpath. *(Example of Anti-slip Heelsafe Grate Attached to this report)* Using this method allows a neat finish however also allows evaporation of any water that enters the cut outs while also providing ease of future removal with no wasted materials in future removal/re-in statements.

Due to the Anti-Slip Heelsafe Grates being a different finish however still aesthetically compatible to the Hoskins Street surrounds Councils Engineering Department seeks concurrence that no objection to their use for the above engineering treatment is noted.

#### Budget Implications

No Budget estimate provided as this treatment will be similar cost to the previous treatment and will be accommodated in the engineering maintenance budget as originally planned.

#### COMMITTEE RESOLUTION 30/2019

Moved: Cr Dale Wiencke  
Seconded: Cr Kenneth Smith

That the Committee recommend to Council to adopt the process of using the Anti-Slip Heelsafe Grates to replace around the base of Hoskins Street lightpoles.

**CARRIED**

*Report by Alex Dahlenburg*

## Hoskins Street Light Defects

Descriptions			
Location	Inner Diameter	Outer Diameter	Unit
Paleface Park	230 x 230	450 x 450	mm
Indian Australian Restaurant	230 x 230	550 X 500	mm
Vinnies	235 x 235	450 x 440	mm
QPL Real Estate (near Ford)	233 x 233	455 x 455	mm
Railway Pub	233 x 233	455 x 460	mm
Bakery	233 x 233	430 x 590	mm
Gersbach Firman	233 x 233	455 x 465	mm
Royal Hotel (opposite CommBank	233 x 233	455 x 450	mm
Library	233 x 233	465 x 450	mm

**Example Images - Anti-Slip Heelsafe Grates**



**ACO DRAIN®****Type 839D/840D Stainless Splitwire Heelsafe® Anti-Slip grate****Product Features**

Certified to AS 3996 Load Class B (80kN)  
(NATA endorsed load test reports available)



AS 3996 (Clause 3.3.5) compliant for surface openings in pedestrian areas  
ASME A112.6.3 (Section 7.12) compliant - American high heel standard



AS 4586: P5 – Slip resistance classification for Wet Pendulum Test  
AS 4586: C/C<sup>1</sup> - Slip resistance classification for Wet-Barefoot Inclining Platform Test  
AS 4586: R11/R11<sup>1</sup> - Slip resistance classification for Oil-Wet Inclining Platform Test



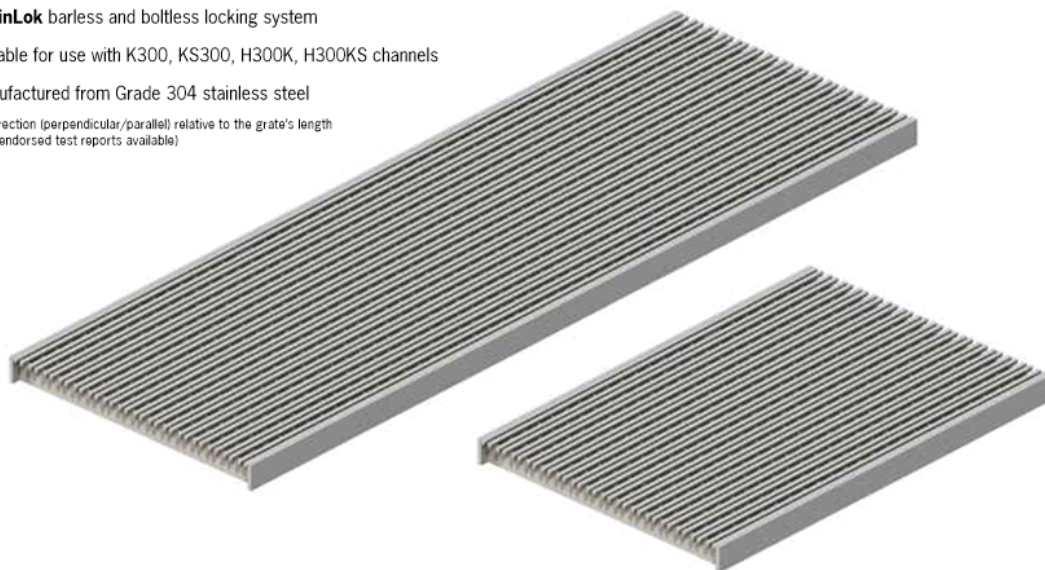
AS 1428.2 (Clause 9c) compliant for wheelchair and walking cane safety



AS 3996 (Clause 3.3.6) compliant for bicycle tyre penetration resistance

- Discreet raised mechanical nodes for tread durability
- No end bars for visual continuity
- **DrainLok** barless and boltless locking system
- Suitable for use with K300, KS300, H300K, H300KS channels
- Manufactured from Grade 304 stainless steel

<sup>1</sup> Test direction (perpendicular/parallel) relative to the grate's length  
(NATA endorsed test reports available)



This grate is part of ACO's  
**Heelsafe®** Anti-Slip range.  
For more information visit  
[www.heelsafe.com.au](http://www.heelsafe.com.au)

*ACO Specification Information*

**Specifications**

The grate shall be ACO Type 839D Stainless Splitwire **Heelsafe®** Anti-Slip grate with **DrainLok** barless and boltless locking system as manufactured by ACO. This grate has an overall width of 338mm and overall length of 1000mm (Type 839D) and 500mm (Type 840D). Slot widths measure at a maximum of 7mm.

**Materials & Design**

The grate shall be manufactured from stainless steel and have **minimum** properties and characteristics as follows:

- Raised mechanical nodes for tread durability
- No end bars for visual continuity
- Manufactured from Grade 304 stainless steel
- Certified to AS 3996 Load Class B (80kN)<sup>2</sup>
- AS 4586: P5 – Slip resistance classification for Wet Pendulum Test<sup>2</sup>
- AS 4586: C/C<sup>1</sup> - Slip resistance classification for Wet-Barefoot Inclining Platform Test<sup>2</sup>
- AS 4586: R11/R11<sup>1</sup> – Slip resistance classification for Oil-Wet Inclining Platform Test<sup>2</sup>
- Meets AS 1428.2 (Clause 9c); AS 3996 (Clause 3.3.5 & 3.3.6); ASME A112.6.3 (Section 7.12)
- Intake area of 153,000mm<sup>2</sup> per metre of grate/76,500mm<sup>2</sup> per half metre of grate

<sup>1</sup> Test direction (perpendicular/parallel) relative to the grate's length

<sup>2</sup> NATA endorsed test reports available

For the specification of the ACO Drain channel system selected, click: <http://www.acodrain.com.au/resources>

[www.ACODrain.com.au](http://www.ACODrain.com.au) | [www.ACODrain.co.nz](http://www.ACODrain.co.nz)



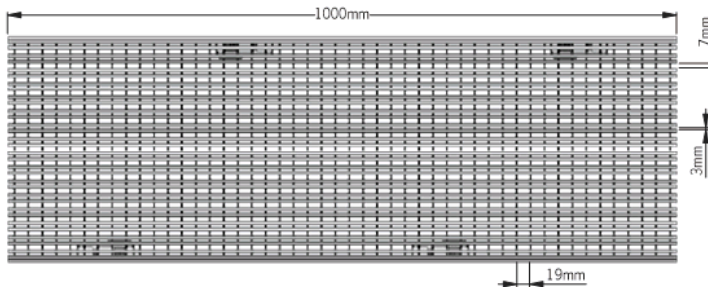
**ACO DRAIN®**

**Type 839D/840D Stainless Splitwire Heelsafe® Anti-Slip grate**



ACO Specification Information

**Plan view**

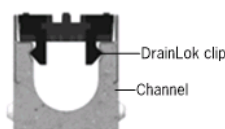


**Side elevation**



Description	Part No.	Length (mm)	Width (mm)	Weight (kg)
<b>DrainLok grate</b>				
Type 839D Stainless Splitwire Heelsafe® Anti-Slip	<b>142573</b>	1000	338	15.1
Type 840D Stainless Splitwire Heelsafe® Anti-Slip	<b>142574</b>	500	338	7.6
Grate removal tool	<b>01318</b>	-	-	0.1

**'DrainLok' locking mechanism**



ACO **DrainLok™** is a patented, boltless locking system that removes the need for bolts and bars and improves the hydraulic capacity of the channel. The **DrainLok™** mechanism simply clips into the channel edge rail for rapid installation. ACO **DrainLok™** grates are fitted with an anti-shunt mechanism that restricts unwanted grate movement when installed, improving durability and longevity of the system.

**ACO Pty Ltd  
Australia**  
Ph: 1 300 765 226  
www.acodrain.com.au  
sales@acoaus.com.au

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sales@aconz.co.nz



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**3.3 TEMORA RECREATION CENTRE PARKING****File Number:** REP19/320**Author:** Senior Engineering Technical Officer**Authoriser:** Engineering Technical Manager

**Attachments:**

1. Recreation Centre Parking Problem Correspondence
2. Parking Photos
3. Photos

**REPORT**

Council is in receipt of email correspondence (*attached*) highlighting an issue with the parking outside the Recreation Centre in which vehicles particularly 4wd vehicles are parking with their wheels against the raised concrete footpath edge. With vehicles parking this far forward the front of the vehicles are blocking up to 50% of the footpath width especially 4wd vehicles with bullbars.

Councils Engineering Department has investigated the matter and determined that;

- When vehicles are parking like shown in Image 1 that inadequate footpath width is retained for use by pedestrians utilising the footpath in a wheelchair or mobility scooter.
- Adequate space within parking bays is available to park further back from the concrete footpath as indicated in Image 2.
- This issue is increasingly worse where a raised garden bed is observed on the opposite side of the footpath to the parking space due to these gardens acting as a further physical barrier that prevents pedestrians going around the front of over projecting parked vehicles.
- A total of 45 parking spaces are situated along Anzac Street outside the Recreation Centre with 24 spaces opposite raised garden beds and 21 spaces not directly opposite a raised garden bed.

Following investigation Councils Engineering Department suggests installing wheel stops either in a recycled rubber or concrete variation as this issue needs addressing to ensure equitable access for all pedestrian types.

These wheel stops would require installation 1.2 metres from the edge of the existing concrete footpath to prevent front of vehicle overhang. Note that the typical front projection from the wheels on a vehicle such as a Ford Ranger as an example is approximately 800mm with no bullbar fitted. (Attachment 3)

**Budget Implications**

Item	Unit Price	Install Cost per Unit	Overall Cost per Unit
Recycled Rubber Black and Yellow Wheel Stop	\$54 (Gst inc)	0.5 hr, 2 staff, vehicle \$45	\$99 each installed
Concrete Wheel Stop	\$98 (Gst Inc)	0.5 hr, 2 staff, vehicle \$45	\$143 each installed

**Option 1**

Recycled Rubber Wheel Stops	45 x \$99 each installed	\$4,455
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**Option 2**

Concrete Wheel Stops	45 x \$143 each installed	\$6,435
----------------------	---------------------------	---------

**COMMITTEE RESOLUTION 31/2019**

Moved: Cr Dale Wiencke

Seconded: Cr Max Oliver

That the Committee resolved to recommend to Council to place 24 recycled rubber wheel stops at the Temora Recreation Centre.

**CARRIED**

***Report by Alex Dahlenburg***

**From:** [mailto:\_\_\_\_\_@hotmail.com]  
**Sent:** Monday, March 11, 2019 3:18 PM  
**To:** Temora Shire Mayor  
**Subject:** Recreation centre parking problems.

Hello Mr Firman.

Thanks for giving me some of your time for the talk today! I know and see that you're a busy man. :)

As per our discussion earlier today, Here's the photos showing the constant safety issue! This problem happens every afternoon and every weekend!

I've called the police numerous times about this and they have attended every time.

Yesterday, Wagga Police have informed me that Council needs to install bollards to stop this safety issue continuing! A lot of the vehicle owners apologies for obstructing the footpath, Others are Rude and Arrogant about it also saying Council needs to put bollards or they will just continue to do the same thing ECERY time! As pictured, These drivers have plenty of room behind their vehicles! But they insist on blocking the footpath with their bull bars and nudge bars with NO regards for others safety!

Council needs to immediately install bollards to STOP people from doing this!  
This issue is a matter of safety and council needs to exercise their "Duty of Care!" To protect residents with disabilities that require them to use Wheelchairs, Wheelie walkers, Mobility scooters and other walking aids! ie walking frames and walking sticks. I have already suffered equipment damage and destruction from trying to detour BLOCKED footpaths.

I'm in the process of writing an official letter that will be sent to council members via registered mail, Raising a lot more safe issues that Council needs to address, Putting them on notice. Or they can and should be held personally criminally liable for, For ignoring the safety issues that are officially being raised, That I'll be identifying in writing.

I have previously raised a safety issue with Council staff and I had the comment, "We can't fix everything!" Before the member of staff took 2 steps back into his office and closed his door in my face! This was very unprofessional! Council can and will fix safety issues or members and Council will find themselves liable for their failure of "Duty of Care"!

I have already been in contact with other state departments about these issues after I personally have injured myself due to councils negligence on rectifying KNOWN safety issues! The safety issues ARE known because Council staff have already highlighted these areas and issues with paint.

Sincerely.





**Image 1:** Vehicles obstructing Footpath



**Image 2:** Space at rear of vehicles within Parking spaces to park



**Image 3 & 4:** Showing Footpath and Raised Gardens looking both directions from the Recreation Centre Access



### 3.4 BAKERS ROAD CORRESPONDENCE

**File Number:** REP19/324  
**Author:** Senior Engineering Technical Officer  
**Authoriser:** Engineering Technical Manager  
**Attachments:** 1. Bakers Road

#### REPORT

Council has received correspondence from a resident along Bakers Road requesting Council bitumen seal a 100 metre section of road across the front of their property due to the dust from passing traffic. Within the correspondence it also mentions that the property owners are happy to offer contribution to cover some of the cost involved.

Traffic counts were obtained on Bakers Road in July/August 2006 which indicated over a 20 day period that the average volume of vehicles per day was 8 being 156 vehicle total over the 20 day count. From the total count 19.9% were trucks of medium ridged build or greater totalling 31 trucks over 20 days equating to 2 trucks a day.

Due to the low traffic volumes even if new traffic counts were obtained this road wouldn't be considered for future upgrade to bitumen seal. Due to this reason if the 100m section was to be sealed it should be at the full cost to the property owner requesting the work, this is due to;

- Upgrade to Bakers Road not in Council future plans
- Only 2 residential dwellings access from Bakers Road
- Traffic Volumes are very low compared to many other gravel roads within Temora Shire
- If a section of road becomes sealed then Council will have an ongoing responsibility to provide additional maintenance including patching, shoulder grading and resealing (*approximately every 15 years*)
- Bakers Road within Councils Road Hierarchy is a Class 3 road within Sub-Class 3.3 - Access with capital renewal a 100mm gravel re-sheet nominally at 25 years, or gravel pavement worn sub grade > 40% of segment length with target maintenance grading 12-18 months.

#### Budget Implications

Attached is budget estimate for upgrade of the pavement and bitumen seal for the length of 100 metres along Bakers Road as provided by Councils Engineering Work's Manager. It must be noted that this price is only if completed in conjunction with RMS Heavy Patching while contractors required are established already. If completed as an individual project the price will be approximately \$30,000.

**COMMITTEE RESOLUTION 32/2019**

Moved: Cr Claire McLaren

Seconded: Cr Nigel Judd

That the Committee resolved to recommend to Council to advise the applicant that if the proposed work is undertaken it will be at the full cost of the applicant.

**CARRIED**

*Report by Alex Dahlenburg*

			Rate	
Traffic Control	1	1	\$ 500.00	\$ 500.00
DGB 20	100	161	\$ 50.00	\$ 8,050.00
Lime		0.5	\$ 240.00	\$ 120.00
Mixer & Spreader		1	\$ 4,700.00	\$ 4,700.00
Plant & Equipment		1	\$ 4,500.00	\$ 4,500.00
Seal D/D		100	\$ 7.50	\$ 750.00
				\$ 18,620.00
		GST		\$ 1,862.00
				\$ 20,482.00

### 3.5 HARTWIGS HILL CORRESPONDENCE

**File Number:** REP19/326  
**Author:** Senior Engineering Technical Officer  
**Authoriser:** Engineering Technical Manager  
**Attachments:** 1. Hartwigs Hill Correspondence  
2. Option 3 Signage Example

#### REPORT

Council received correspondence (*attached*) requesting that Council consider widening the bitumen sealed pavement over Hartwigs Hill on Trungley Hall Road and to have the widening as a dedicated cycling lane.

This safety concern comes from a truck driver indicating that with the double centreline, curves/hill combined and limited sight distance it becomes very dangerous for cyclists due to a truck requiring more advanced warning to slow to the speed of a cyclist climbing a hill.

Trungley Hall Road is a 6.8 metre sealed pavement with 650 metres of double barrier centreline extended over Hartwigs Hill, if the seal was to be widened for the 650 metre length by 1m each side or 2 metres to a single side this would require pavement modification and bitumen sealing. Undertaking such widening works will require a fairly substantial budget value for what is observed as very low volumes of cyclists comparative to the traffic volumes.

The standard guide sign G9-57A (*as per example attached to this report*) "WATCH FOR BIKES" could alternatively be installed either side of Hartwigs Hill where the Double Barrier lines start as a precautionary measure. This for the low volumes of cyclists may serve no extended purpose except for people travelling the road that don't know the area as persons using this road regularly would over time become complacent to the guide signage to warrant its need.

#### Budget Implications

##### Option 1

No further action other than a letter in response to the received correspondence

##### Option 2

Pavement widening and bitumen sealing of an additional 2 metres to accommodate road width for cyclists

650 metres x 2 metres = 1,300 m<sup>2</sup>

1,300 m<sup>2</sup> x \$40 m<sup>2</sup> = **\$52,000**

*(This is estimate is on the low side as the works are through the hill which can result in larger quantities of cut/fill excavation values)*

**Option 3**

Install 2 guide signs G9-57A either side of Hartwigs Hill

2 signs including install materials \$80 each = \$160

Install Expenditure - 2 staff and vehicle including travel (2hrs total) @ \$95 p/h = \$190

**Total = \$350**

**COMMITTEE RESOLUTION 33/2019**

Moved: Cr Nigel Judd

Seconded: Cr Max Oliver

That the Committee recommend to Council to adopt Option 3

AND FURTHER

That the Road Safety Officer run a suitable campaign highlighting cyclist safety.

**CARRIED**

***Report by Alex Dahlenburg***

At 2:50 pm, Cr Max Oliver left the meeting.

Quandialla 2721  
PH04 [REDACTED]

Dear Councillors  
I would like to see  
Hartwigs Hill Widen and  
a Push Bike Lane. AS I  
DRIVE a TRUCK on The  
Tringley Hall Road, and The  
Tees don't Mix Double  
Yellow Line a Dog Leg and  
Limited Range of Sight, it  
Becomes Dangerous For  
Both, as a Truck can't  
get slow enough and  
Bike Rider Fast enough

Your Faithfully  
[REDACTED]



Option 3 – Sign Example



**3.6 BUS PICKUP/DROP-OFF POINT CAMPBELLS LANE**

**File Number:** REP19/329  
**Author:** Senior Engineering Technical Officer  
**Authoriser:** Engineering Technical Manager  
**Attachments:** 1. Campbells Lane Correspondence  
2. Campbells Lane Images

**REPORT**

Councils Engineering Department has investigated the correspondence request (*attached*) for upgrading of a pickup/drop-off bus point at the end of Campbell's Lane along Thanowring Road. This request comes from increased concern from parents utilising this site and the bus operator due to the approved chicken farm development along Campbell's Lane increasing traffic volumes.

Currently the bus uses the intersection itself as the pickup/drop-off point because of the low traffic volumes however with the new development commenced construction along Campbell's Lane and future operation commencing the current process has become unsafe and unviable.

When members of the public request a more formalised pickup/drop-off point for a school bus it is generally advised that this will be at their expense. In this case due to the approved chicken farm development being the reason for the request and valid as investigated by Councils Engineering Department it is proposed that this site is upgraded within Councils program. Upgrade would involve prepping a gravel pull off bay (20m long x 4-5m wide) opposite Campbell's Lane along the southern side of Thanowring Road and the same on approach to Campbell's Lane (Western Side).

As per the resident correspondence if parking for the car is of concern along the edge of Campbell's Lane then upgrade expense for this should be advised for completion at the resident's expense, however completed by Council at the same time as the bus pickup/drop-off point works.

**Budget Implications**

*Proposed at Councils Expense*

2x gravel (each side of road) 20 metre long x 4 metre wide Bus Pickup/Drop-Off Points

160 m<sup>2</sup> x \$30/m<sup>2</sup> = \$4,800

*Proposed at Resident Expense*

2x gravel (each side of road) 15 metre long x 4 metre wide car parking turn around areas at the end of Campbell's Lane

120 m<sup>2</sup> x \$20/m<sup>2</sup> = \$2,400 (*If completed with council works*)

**COMMITTEE RESOLUTION 34/2019**

Moved: Cr Claire McLaren

Seconded: Cr Kenneth Smith

That the Committee recommend to Council to construct two gravel (each side of the road) 20m

long x 4m wide bus pick up/drop off points.

**CARRIED**

***Report by Alex Dahlenburg***

Cedar Road  
TEMORA NSW 2666

The General Manager  
Gary Lavelle  
Temora Shire Council  
105 Loftus Street  
PO BOX 262  
TEMORA NSW 2666

**To the General Manager of The Temora Shire Council:**

We are writing to let you know of concerns we have regarding our children's bus stop and the development of the 'LPC Poultry farm' site that is accessed from Campbells Lane Temora. We live at Cedar Road and currently three of our four children catch the Quandary school bus owned and operated by Col Perry. Our bus stop is currently unmarked and is situated at the corner of Thanowring Road and Campbells Lane. The children have been catching this bus at this place for two years.

The 'LPC Poultry farm' is due to commence operation in the near future and we have already experienced increased traffic in this area. We have had multiple instances of cars and trucks entering Campbells Lane from the 'LPC Poultry farm' access road without giving way. It appears that the drivers are not expecting anyone to be travelling down Campbells Lane, let alone young children waiting to be picked up just down the road. We are asking that the Council will consider making a safer bus stopping area? Currently there is very little area off the road that the bus can stop or that we can park for the children to get on and off the bus safely if the traffic increases. With increased usage of Campbells Lane, we feel our current bus stop will be very dangerous. We have considered moving the bus stop but after discussions with the bus operator we really feel that to move it would put us at a notable disadvantage; the stop is already 7km from our home and the next suitable stopping area would be considerably further away. We would like the Council to consider placing signs on

Campbells Lane and Thanowring Road to let other road users know that there are school children and a bus in the area on school days. We believe a total of three signs would need to be installed to allow oncoming traffic from each direction to be aware. There is also an area at the corner where Council could easily clear some space to make parking easier to be away from the road and allow the children to wait safely away from the road. Another consideration is the that currently the area is dry but if it rains it changes significantly making parking off the road more difficult. We had an onsite inspection last month to discuss our concerns with Rob Fisher; he may have some suggestions in addition to ours.

We would like to thank you and the Temora Shire Council for your consideration on this matter.

Kind Regards

**Bus Pickup/Drop-Off Gravel Pads - Proposed at council expense**



**Car Parking/Turnaround Gravel Pads along Campbells Lane - Proposed at resident expense**



**3.7 TEMORA AIRPORT MASTER PLAN****File Number:** REP19/332**Author:** Town Planner**Authoriser:** Director of Environmental Services**Attachments:** 1. Draft Temora Airport Master Plan April 2019**REPORT**

Following on from Council's decision at the March Council Meeting to adopt the Airport Usage Fees Policy and Fee Schedule, the Draft Temora Airport Master Plan has been updated to reflect these changes.

With the resolution of this issue by Council, the Draft Temora Airport Master Plan is now in a position to be considered for adoption by Council.

The other key changes to the Draft Temora Airport Master Plan since Council last considered the draft plan are:

- Inclusion of details of the Federal Government's Building Better Regions grant to Temora Airport infrastructure upgrades of \$5.35 million
- Moving much of the background information to appendices, in order to ensure the focus of the document is on infrastructure details, strategic planning, future operations, future development and financial sustainability

The adoption of the Draft Temora Airport Master Plan is of importance for Council, potential developers and the community in order to provide details of Council's future priorities in relation to the Temora Airport.

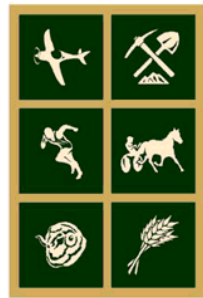
The Draft Temora Master Plan has been through extensive Council, stakeholder and community consultation, and will form an important reference document to guide the future development of Temora Airport into the short-medium term. It is recommended that the plan, once adopted, be reviewed by Council officers after two years, in order to be updated to reflect the completion of planned infrastructure projects, review financial sustainability and include any additional identified airport projects.

**COMMITTEE RESOLUTION 35/2019****Moved:** Cr Nigel Judd**Seconded:** Cr Dale Wiencke

That the Committee recommend to Council that:

1. Adopt the Temora Airport Master Plan April 2019, as amended, and
2. Require Council officers to review the adopted plan after two years and report any proposed updates to Council.

**CARRIED*****Report by Claire Golder***



**TEMORA**  
*The Friendly Shire*

## **DRAFT TEMORA AIRPORT MASTER PLAN**

**TEMORA SHIRE COUNCIL**

**APRIL 2019**





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## 1. EXECUTIVE SUMMARY

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Temora Airport has a growing reputation as a major national focus for recreational aviation, both for visitors and residents. The role of the airport in supporting small-medium aviation related businesses is also encouraged. In strategic planning terms, its further growth and development will bring cumulative benefits and diversity to the local economy and enhance Temora's role within the aviation community. Temora Airport therefore forms a valuable part of a broad economic and social base for Temora Shire.

Equally important, Temora Airport has a crucial role in supporting the provision of emergency services to Temora and surrounding areas. Firefighting aircraft, air ambulance and rescue helicopters all use Temora Airport in times of emergency. The ongoing support of this role is critical for the safety of the community.

Temora Shire Council's development of the airport seeks to promote aviation and aviation-based industry in the region, as an integral objective of the Temora Shire Community Strategic Plan 2030, through support for the airport and its users. Recent announcement of Federal Government funding for Temora Airport indicates the identified value of the airport into the future.

Recreational aviation is the major activity occurring at the airport. This occurs alongside the tourism and educational attractions of the onsite Temora Aviation Museum, which allows recreational tourists and aviation enthusiasts to experience flying historic wartime aircraft. Temora Airport also supports agricultural spraying and spreading of fertilisers, which provides timely, weather dependent, inputs for local farmers. The Temora Airpark estate is also an important land use, with an expanding house and hangar estate that has been developing over the past 20 years. There is also an increasing number of small aviation-related commercial business located at Temora Airport, and Council is seeking to attract additional small-medium enterprises to take advantage of the ideal flying opportunities.

The Temora Airport Master Plan seeks to establish objectives, understand existing facilities, consider future demands and develop plans for future enhancement, consistent with the vision of Temora Shire Council for the Temora Airport, which is:

*The ideal location for aviation lifestyle, tourism, business and training, supported by a friendly and thriving community, in a picturesque regional setting.*

The development of the Temora Airport Master Plan has included relevant stakeholders as part of the process.

The plan responds to regulatory and policy controls, site features and constraints in order to protect ongoing operations. An assessment of the emerging role of the Temora Airport has developed goals for future opportunities and enhancing the economic and social benefits that the Temora Airport brings to the community.

Key objectives that the Temora Airport Master Plan has identified are:

- Securing the future asset management of Temora Airport through the identification and justification of infrastructure upgrades and investment
- Supporting future commercial usage of Temora Airport for pilot training and aircraft engineering businesses
- Developing the next stage of the Temora Airpark Estate
- Improving financial sustainability through diverse income sources
- Airport Precinct Concept Plans to guide future development are included at **Appendix 1**.

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## 2. PURPOSE AND OBJECTIVES OF MASTER PLAN

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Temora Airport is an important public infrastructure asset, connecting Temora to wider commercial services and the recreational aviation community, as well as servicing local farming needs and supporting the community in emergencies. Council has also been developing an Airpark Estate to encourage aviation enthusiasts to settle in Temora and further enhance their enjoyment of flying. Temora Airport is home to the Temora Aviation Museum, a major regional attraction offering visitors the experience of seeing historic war time aircraft both on ground and in flight, accompanied by a detailed range of static displays and visitor facilities.

Temora Airport, Temora Aviation Museum and Temora Airpark estate, generate significant social and economic benefits to the Temora community. Like all major infrastructure, Temora Airport needs to continue to respond to change, and this requires appropriate planning to protect this asset over the long term, generate future benefits and ensure its safe and efficient operation into the future.

The Temora Airport Master Plan seeks to establish objectives, understand existing facilities, consider future demands and develop plans for future enhancement, consistent with the vision of Temora Shire Council for the Temora Airport, which is:

*The ideal location for aviation lifestyle, tourism, business and training, supported by a friendly and thriving community, in a picturesque regional setting.*

This specific vision supports the overall vision for Temora Shire, as adopted in the Community Strategic Plan 2030, which is:

*“Our community strives to reflect the qualities of its greatest asset – its people – friendly, supportive, practical, hardworking and successful people. Whilst holding on to the strengths of our past, we embrace change and grasp every opportunity to enhance our environment, economy and lifestyle.”*

This vision is organised into six main themes:

- Social issues related to *“retaining our quality of life”*
- Community leadership focussing on *“engaging and supporting the community”*
- Economic issues related to *“building our Shire’s economy”*
- Environmental issues related to *“preserving our beautiful surrounds”*
- Economic issues related to *“embracing and developing aviation”*
- Economic issues related to *“enhancing our agricultural wealth”*

Strategic Objectives relevant to the Temora Airport are:

- 1.9 Provide services required for excellent liveability in a rural community
- 3.5 Strengthen the Temora Shire economy
- 3.6 Support Tourism, acknowledging the value it brings to the Temora Shire economy
- 5.1 Optimise telecommunications at the Temora Airport
- 5.2 Retain and develop facilities at Temora Airport
- 5.3 Ensure land use plans are developed to protect the future use of the airport
- 5.4 Provide a clear direction for the current use and future direction of the Temora Airport
- 6.1 Maintenance of infrastructure to support agriculture

A purpose of the Temora Airport Master Plan is to present emerging opportunities for Temora Airport to differentiate itself with better and more innovative services, and reinforce a market position.

The objectives of the Temora Airport Master Plan are:

- Maintain the ability for aircraft to operate safely and unrestricted through the maintenance of existing infrastructure, to agreed service levels
- Ensure the airport is operating in accordance with National regulations, standards, legislation and policies, including the National Airports Safeguarding Framework
- Understand current conditions, performance, utilisation and costs

- Plan for and support the ability for airport facilities to be maintained, enhanced and expanded
- To improve future levels of service in response to population growth, demographic changes and community expectations, as well as options for commercial opportunities
- Efficiently use Council's resources
- Develop options for attracting and developing more general and recreational aviation activity at the airport
- Promoting the role of the airport and its significance as a community asset, including identity, employment, residential development, safety, heritage, education and tourism
- Providing for the airport to increase revenue
- Safeguarding the airport's long term plans and objectives
- Managing environmental and heritage constraints
- Managing risks associated with asset liability
- Managing risks outside of the airport, including land use conflicts, wildlife and public safety.
- Provide direction for Councillors, Council officers, user groups and the community

The Temora Airport Master Plan is a Council document, to be referred to by Council staff when making decisions about the Temora Airport. Consideration of activities and priorities relating to the operations of the Temora Airport are considered by the Aerodrome Users Committee, which supports discussion between Council, Councillors, Airpark residents Temora Aviation Museum and commercial business operators. It is recognised that this group has diverse skills that benefit and assist with operations at the airport.

Further details about the scope of the Temora Airport Master Plan are contained in **Appendix 2**.

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### 3. STRATEGIC VISION

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The overarching strategic vision to be implemented by the Master Plan is:

*The ideal location for aviation lifestyle, tourism, business and training, supported by a friendly and thriving community, in a picturesque regional setting.*

For Temora, this vision encompasses the enjoyment of recreational aviation from a broad perspective:

- Recreational flying
- Sport aviation, including gliding
- Airpark estate lifestyle
- Commercial aviation development and businesses, including pilot training
- Spectator enjoyment of a wide variety of aircraft and events
- Tourism and educational focal point of museum and accommodation
- A well maintained airport that provides critical emergency services infrastructure, commercial and agricultural uses

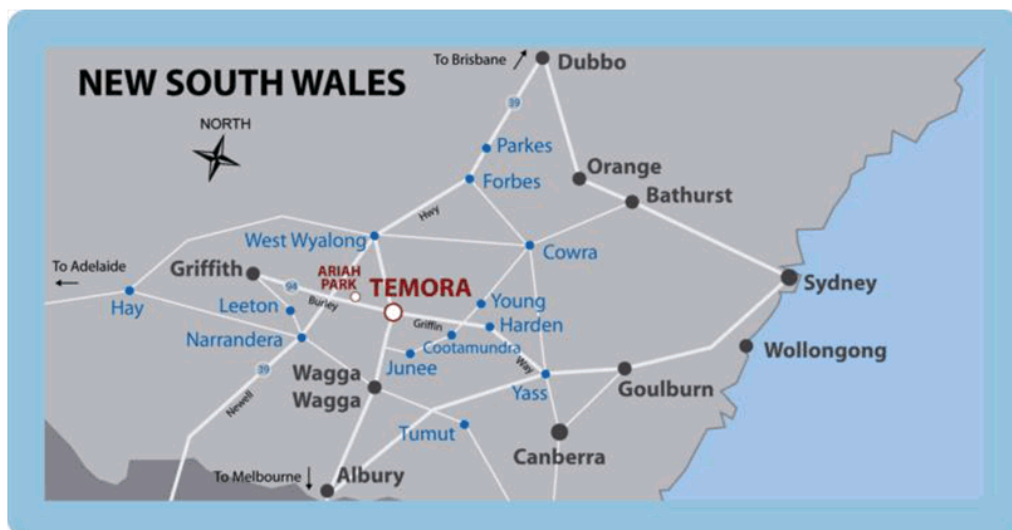


#### 4. INTRODUCTION TO TEMORA SHIRE AND TEMORA AIRPORT

Temora Shire is a local government area covering 2,802km<sup>2</sup>, with a population of 6258 residents (ABS, 2017), increasing from 6,110 recorded at the 2016 Census.

The population increased by 334 people from the 2011 recording of 5776 residents, representing an increase of 5.8% over five years. To encourage further population growth and promote the long term viability of its Shire, Temora Shire Council is taking active steps to retain its current population, encourage the return of former residents, and to promote Temora as a place for new residents to belong. The long term management and development of the Temora Airport is an important component of this active promotion.

Temora is located in the Riverina Region of NSW, 418km south west of Sydney, as shown in Map 1 below:



**Map 1: Location Map of Temora**

Temora has an elevation of 302 metres above sea level. The terrain is flat to gently undulating. Temora has a warm, temperate four-season climate, with cool to mild winters and warm to hot summers. Compared to the rest of Australia, Temora experiences far below average wind speed and is relatively fog-free, making it suitable for year round aircraft operations. The Shire land is mostly used for cropping and grazing. It is central to all Eastern Australian States linked by air, road and rail. The community and Council is aviation friendly.

Temora Shire has an economic base of agriculture, specifically grain, sheep and wool, supported by a strong local economy that includes retail, education, health care, professional services and tourism. Temora has 2,641 of its residents in the workforce, and an unemployment rate of 4.9%, which is lower than both the national and state average. Further details about Temora Shire's population forecast are contained in **Appendix 3**.

The Temora Airport is a crucial part of the broad economic base, supporting skilled employment, tourism, recreation, farm services and flying training.

The airport is located approximately 2 kilometres to the north-west of the main street of Temora. Map 2 shows the location of the Temora Airport in relation to the town of Temora.



**Map 2: Location of Temora Airport in relation to Temora town centre**

The Temora Airport encompasses the following assets:

- Sealed main runway 05/23
- Sealed north- south runway 18/36
- Unsealed east-west runway 09/27
- Sealed taxiways A to H and two unsealed taxiways
- General aviation apron
- Concrete apron at front of Aviation Museum
- Pilot Activated Lighting runway lights on 05/23

- Taxiway lights on 18/36 and taxiway D
- Three lit windsocks and one unlit windsock
- Global Navigation Satellite System (GNSS), Global Positioning System (GPS)/Precision Approach Path Indicator (PAPI) approaches.

The **Temora Aviation Museum** is a key focal point of the Temora Airport. This world class attraction has arguably the finest collection in the southern hemisphere of flying historic aircraft. Established in 1999, it has developed an impressive reputation for its display of military aircraft with historical significance to Australia. Temora Aviation Museum hosts a series of one or two day Aircraft Showcase Days throughout the year. A selection of the museum's aircraft are featured on these days, and due to the close proximity of the aircraft, visitors are able to experience unique sights and sounds associated with this aeronautical experience. A Major Airshow, known as Warbirds Downunder, which demonstrates all aircraft and attracts around 20,000 visitors, is held every second year.

Temora Airport performs a vital role in emergency medical transport to metropolitan centres, with the ability to receive both fixed and rotary winger aircraft, such as the Air Ambulance and Snowy Hydro rescue helicopter, including for refuelling purposes.

The Temora Airport supports the broader community through providing local attractions and interests, volunteering opportunities and community fundraising. Four local aviation groups are present in Temora, **Temora Aero Club**, **Temora Gliding Club**, **Temora Flyers Inc.** and **Temora Historic Flight Club Inc.**

## 5. BACKGROUND AND CONTEXT OF THE TEMORA AIRPORT MASTER PLAN

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Temora Airport has a defence history, which has since transitioned to its recreational, heritage, agricultural, residential and emergency roles of today.

### 5.1 GENERAL INFORMATION

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Temora Airport is a Tier 6 Regional Airport without Regular Passenger Transport services and is owned and operated by Temora Shire Council.

The Temora airport is a “Registered Airport”, operating under the national standards and advisory notes published by the Australian Civil Aviation Safety Authority (CASA). CASA administers the *Civil Aviation Act* (1988) through the accompanying Civil Aviation Regulations, Civil Aviation Orders, Civil Aviation Advisory Publication and the Manual of Standards (MOS). The MOS is where physical characteristics are defined including surfaces, dimensions, markings and lighting, which specifies the suitability of an airport to be used by aeroplanes within a range of performances and sizes.

Further information about the market of General and Recreational Aviation are included at **Appendix 4**, recent airport statistics are included at **Appendix 5** and information about small rural airports is included at **Appendix 6**.

Details of Temora’s three main runways are as follows:

**Runway 05/23** is a 2,040 metre x 30 metre bitumen surface with pilot activated lighting including a PAPI. Runway 05/23 is capable of regional airline aircraft operations by arrangement with the aerodrome operator.

**Runway 18/36** is a 1,468 metre x 30 metre bitumen surface with a widened grass surface within the runway strip on the western side for vintage aircraft and glider operations

**Runway 09/27** is 815 metres in length and configured with a gravel surface within a 60 metre runway strip and abutting on the northern side a separately marked grass surface for vintage aircraft and glider operations

The apron areas around the Temora Aero Club and refuelling areas are unrated.

Information relating to the heritage significance of Temora Airport is included at **Appendix 7**.

## 6. EXISTING AIRPORT FACILITIES

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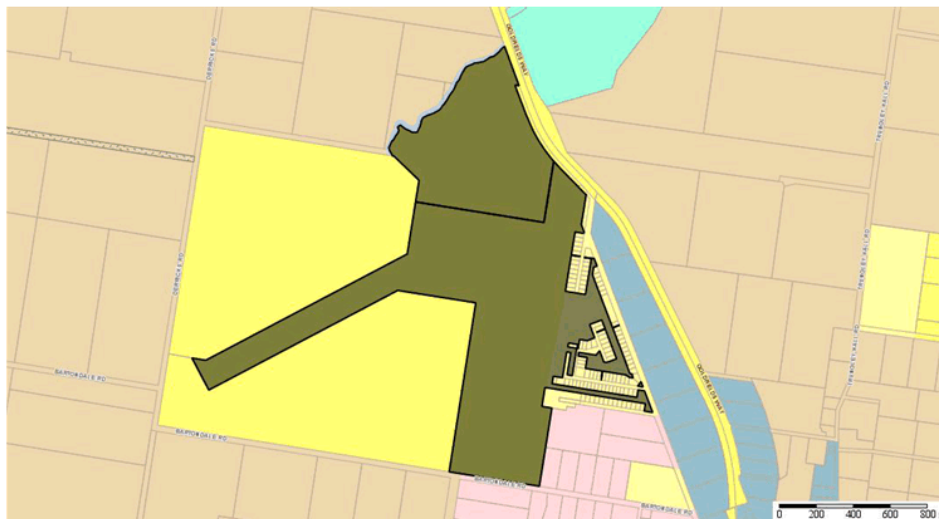
Temora Airport's location, zoning and planning controls, environmental constraints, existing infrastructure, facilities, air park estate and operational levels are described within this section.

### 6.1 AIRPORT LOCATION

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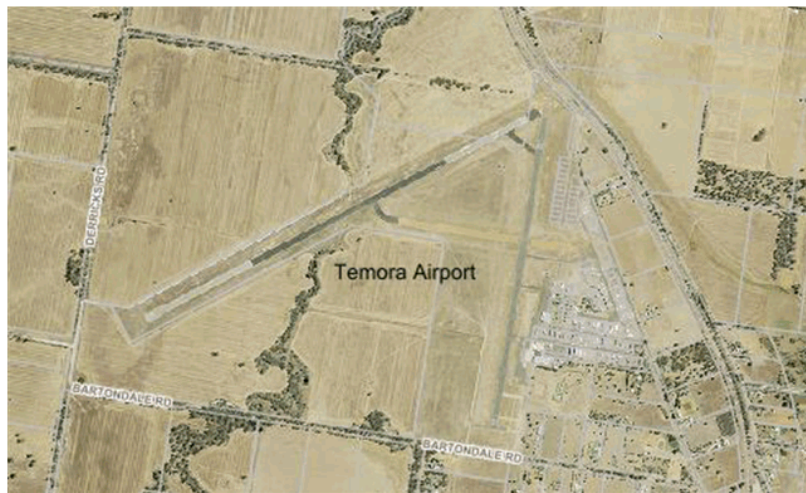
Temora Airport is located on Airport Street Temora, on the northern fringe of Temora and adjoining Goldfields Way, the major North-South State road travelling through Temora.

Map 3 below indicates the airport land, shown shaded grey, which is owned by Temora Shire Council.



**Map 3: Airport land owned by Temora Shire Council (shown shaded)**

Map 4 provides an aerial image of the airport locality.



**Map 4: Temora Airport Aerial Image**

The land owned by Council consists of the runways and hangars, located on Lot 8 DP 1195195, with an area of 123.3 hectares and an adjoining parcel to the north, known as Lot 1 DP 786998, with an area of 48.58 hectares. The combined total of these two parcels is 171.88 hectares.

Details of the Planning Controls that apply to Temora Airport are included at **Appendix 8**.

## 6.2 AIRCRAFT MOVEMENT AREAS

There are three aircraft movement areas of the runways, taxiways and aprons.

### 6.1.1 Runways

Temora Airport currently operates three runways:

**Table 1 Existing Runway Characteristics**

RUNWAY	LENGTH	WIDTH	STRIP	SURFACE	PCN	CATEGORY
Runway 05/23	2000m	30m	150m	Sealed	30	4C

Runway 18/36	1468m	30m	90m	Sealed	8	2C
Runway 09/27	815m	30m	60m	Unsealed	10	2B

Under CASA MOS 139 Clause 6.2.18, the following runway strip width criteria apply:

**Table 2 Runway Width Requirements**

OPERATION TYPE	CODE	RUNWAY STRIP WIDTH	CONCESSION
Non-Instrument	3 and 4	150m*	90m
Instrument Non-Precision	3 and 4	150m**	90m
Instrument Precision	3 and 4	300m***	150m

\* May be reduced to 90m subject to the classification of the aircraft

\*\* May be reduced to 90m for aircraft up to and including Code 3C

\*\*\* May be reduced subject to landing minima adjustments

### **Runway 05/23**

Runway 05/23 was completed in November 2004.



The \$3.8 million runway project undertaken by Council was financed through a \$500,000 grant from the Department of Transport and Regional Services; a \$1.65 million contribution from Private Business; and \$1.65 million from Council.

Runway 05/23 has been commissioned to cater for operations by Temora Aviation Museum aircraft, however the new runway significantly increases the operational capability of Temora Airport. Runway 05/23 has the capability to operate aircraft up to and including Code 4C. However, the associated taxiway and aprons do not have the capability for larger at this time.

Runway 05/23 is equipped with a medium intensity airfield lighting system, including PAPI, and pilot activated lighting. Runway lighting to Runway 18/36 has been downgraded to taxiway status only for night operations.

#### **Runway 18/36**

Runway 18/36 is retained for daytime operations only, and will be lit as a taxiway for access to the general aviation apron and aviation museum at night. Runway 18/36 is rated PCN 8. Any aircraft above this rating will require a pavement concession. There is also runway 18/36 grass strip on the western side. This runway will be reconstructed and strengthened as part of the Federal Government funding of Temora Airport.

#### **Runway 09/27**

Runway 09/27 is now 815 metres in length and before runway 05/23 was developed, it complemented the main north-south runway by offering an east-west runway of approximately 900 metres length. In order to accommodate the development of the Airpark Estate the runway was shortened at the eastern end to its current length. Whilst marginal for many aircraft the runway is used by gliders and other aircraft with short field capability when the wind is too strong across the other runways. The inclusion of a cross runway as part of the airport infrastructure makes Temora Airport ideal for student pilot training and for hosting fly-ins for antique and light sport aircraft.

The runway is a gravel surface within a 60 metre wide runway strip and abutting on the northern side is a separately marked (orange) runway of approximately 48 metres width for use by vintage aircraft and gliders.

Runway 09/27 does impose some height limitations on the airpark estate. Current height limitations at the western end of these allotments are approximately 8.5m.

There is a grass glider runway abutting on the northern side and full length of runway 09/27.

### 6.1.2 Taxiways and Aprons

The configuration of the three runways has determined that Runway 09/27 can be used as an unsealed link taxiway between the two sealed runways. Aircraft not capable of operating on unsealed pavements must taxi via the Runway 18 threshold to access Runway 05/23. Taxi distances to Runway 05/23 from the general aviation and aviation museum aprons are significant.

A general aviation apron is located east of Runway 18/36 and south of the existing Runway 09/27. The apron has two marked RPT aircraft positions and parking for many small-medium aircraft.

Pavement strength does not correspond to runway strength and its use requires careful monitoring. Reconstruction and strengthening of the main aerodrome parking apron (10,200m<sup>2</sup>), enabling taxi operation and parking of PCN 20, Code C aircraft from runway 05/23 and the Temora Aviation Museum is part of the airport upgrade project.

The Temora Aviation Museum has developed its own aircraft aprons on Council owned land and under normal circumstances has no requirement to operate from the general aviation apron.

Additional features at Temora Airport are detailed at **Appendix 9**.

## 6.3 AIRPARK ESTATE

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Temora Shire Council is capitalising on its reputation as being **an aviation friendly town** through the development of an airpark estate incorporating both a **residential airpark estate** and **commercial aviation businesses**. The Airpark Estate has been constructed by

Council to attract recreational pilots, commercial and aircraft related industries to live, work and enjoy the uncomplicated airspace at Temora.

Council's vision for the Airpark Estate is an estate of **high amenity and functionality**. Council intends that the design and construction of developments that it approves will support this vision. This requires controls that achieve the desired objectives without being unnecessarily restrictive or demanding upon construction costs.

Council's Airpark is intended to support the **recreational aviation lifestyle** and the benefits that this brings to aviation enthusiasts. Council therefore encourages good neighbourly relations between residents, which can be achieved through controls on development for safety and amenity reasons. Council's policy for the Airpark Estate is to encourage a mixture of compatible land uses and activities.

The Temora Airpark Estate offers the highest level of convenience for aviation enthusiasts, by having access from their home or industry to their hanger, to a taxiway, and to three runways, all within a modern estate, with all services and facilities connected.

The Airpark Estate comprises 84 lots, of which over half have been developed.

The current stage, now complete and lots offered for sale, includes a further 20 lots.

The Temora Aerodrome Users Committee has been in place for many years, enabling communication and discussion of issues relating to Temora Airport and recommendations are made to Council for consideration. The Aerodrome Users Committee is a Section 355 Committee of Council and the meetings, held every second month, formed the consultation forum for the development of the estate.

The airpark estate has brought many new residents to Temora that now contribute to the local Temora economy and support Temora Shire Council in the provision of improved services and facilities.

The lots are available to accommodate a variety of uses including:

- Hangar and Residence
- Aircraft Maintenance
- Aircraft Repainting and Refurbishment
- Kit Aircraft Manufacture
- Aircraft Component Manufacture and Overhaul
- Historical Aircraft Restoration
- Aircraft Storage
- Aircraft Operational Base for Commercial Operators
- Sport and Historical Aircraft Organisations
- Flying Training Organisations

**Residential lots**, ranging in size from 800 to 1250 square metres and **Commercial lots** are available. Direct access via taxiways is provided to the three runways.

There are several **existing aviation related companies** in the estate –

- Advanced management and design personnel are already resident on the Airpark as well as small aircraft builders and the world renowned capabilities of the Temora Aviation Museum in aircraft engineering and restoration of historic and jet aircraft.
- Other operations include Composite repairing, flight training school, aircraft manufacture, aircraft maintenance personnel. Specialties are in glider construction, glider repairs and maintenance, and sales.
- Volunteering opportunities are available at Temora Aviation Museum
- Immersion in the large and growing aviation community

Temora Shire Council is **open to considering requests for assistance to construct and commence aviation-related businesses** at Temora Airport.

The presence of the Temora Aviation Museum is a major attraction for all potential investors. The Temora Aero Club, Temora Gliding Club and the Temora Flyers Inc

complement the activities of the Aviation Museum by conducting fly-ins, exhibitions and championships, all of which assist in maintaining a level of interest and involvement, which achieves a “critical mass” of aviation activity throughout the year.

The combined efforts of the Temora Aviation Museum, Temora Airpark, Temora Aero Club, Temora Gliding Club and Temora Flyers Inc have been integral to the success of Temora Airport over recent years.

**a. Airpark Estate Development - Airfield Planning Criteria**

The airpark estate development has been designed on the following basis:

<b>Facility</b>	<b>Code</b>	<b>Width</b>	<b>Max Wingspan</b>
Main Access Taxiway	C	53m	36m
Secondary Taxiways	B	40m	20m
Parallel Taxiway	B	43m	24m

Allotments generally have a 25m frontage and are either 40m or 50m in depth. General lot sizes are 1000m<sup>2</sup> or 1200m<sup>2</sup>.

20m road reserves have been allowed for in all areas of the development to facilitate the construction of services, landscaping and traffic / parking facilities.

Details of current operational levels at Temora Airport are included at **Appendix 10**.

Information about Temora Airport tourism is included at **Appendix 11**.

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## 7. TEMORA AIRPORT BUDGET

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Council's Asset Management Plan, prepared in 2016 provides details of asset costs, both replacement and annual costs.

The **replacement cost value** of the infrastructure assets at Temora Airport is **\$5.39 million**. The **average annual cost** of the airport is estimated at **\$300,000**. Over the **10 years from 2016 to 2026**, the **total maintenance and renewal expenditure** for the airport is estimated to be **\$3 million**.

Council has received notification of Federal Government funding for the upgrade of significant infrastructure at Temora Airport, including runway 18/36, apron and taxiway upgrades and drainage works, to be completed during 2019/20. These construction works are valued at \$5.35 million.

Further details of the operational budget of Temora Airport are included at **Appendix 12**.

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## 8. STRATEGIC PLANNING

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Considering the Temora Airport from a strategic perspective allows the information gathered in the preceding sections to be used to recognise opportunities, identify and manage threats, develop goals and prioritise actions to achieve Council's vision. Consultation with key stakeholders has formed a valuable part of strategic planning for Temora Airport and development of the Master Plan.

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### 8.1 STAKEHOLDER CONSULTATION

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Preliminary stakeholder consultation has occurred by talking with key Council staff, Aerodrome Users Committee members and representatives of Temora Aero Club, Temora Gliding Club, Temora Flyers Inc and Temora Aviation Museum. Further consultation will occur as the plan moves beyond its status as preliminary draft.

Stakeholder Consultation has developed:

- Accurate Background Information
- Plans and Aspirations

- Areas for Improvement
- Priority Actions

## 8.2 SWOT ANALYSIS

Building on the data and information collected, an analysis of the strengths, weaknesses, opportunities and threats (SWOT) relating to the Temora Airport provides an initial concept for developing future policies and projects.

Table 1 provides the SWOT analysis.

**Table 1: SWOT Analysis of Temora Airport**

<b>Strengths</b>	<b>Weaknesses</b>
<ul style="list-style-type: none"> <li>• 2000m runway, including PAPI combined with 1468m runway, as well as a cross runway</li> <li>• Wide and multiple runway direction strips suitable for gliding and antique aircraft</li> <li>• GPS approaches for all weather capability</li> <li>• Recent Federal Government investment into Temora Airport announced, comprising upgrades of runway 18/36, apron, taxiways and drainage, to be completed during 2019/2020.</li> <li>• Climate suitable for year-round use, with predominantly clear skies and low wind, and fewer number of days with fog, cloud, high wind or rain that prevent flying</li> <li>• Aero Club, Temora Gliding Club and Temora Flyers Inc</li> <li>• Supportive Shire Council seeking</li> </ul>	<ul style="list-style-type: none"> <li>• Distance from Sydney / Melbourne and relative remoteness</li> <li>• Size of population may limit growth opportunities</li> <li>• Relatively long taxi distances at airport</li> <li>• Extreme summer temperatures</li> <li>• High budget costs to maintain infrastructure</li> <li>• High long term costs to replace infrastructure with low levels of reserves to do so</li> <li>• Current low level of airport income</li> <li>• 05/23 rated for heavy aircraft, but taxiways and aprons are not rated</li> </ul>

<p>investment</p> <ul style="list-style-type: none"> <li>• Friendly town atmosphere</li> <li>• Temora Aviation Museum</li> <li>• Land available surrounding airport</li> <li>• Existing hangar and airpark developments</li> <li>• Low cost structure for establishment of new aviation related industry and development</li> <li>• Low operating costs</li> <li>• Enthusiastic aviation community</li> <li>• No landing and aircraft parking fees</li> <li>• No airspace restrictions</li> <li>• No restrictive security complications associated with RPT</li> <li>• Large rural catchment area</li> <li>• Proximity to township</li> <li>• Proximity to Canberra &amp; Wagga</li> <li>• Summer weather suitable for gliding</li> <li>• Relatively well serviced town</li> </ul>	
<p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>• Potential for medium / heavy commercial aircraft maintenance</li> <li>• Potential for general aviation maintenance, sales and manufacture</li> <li>• Potential for commercial development, including flight training school</li> </ul>	<p><b>Threats</b></p> <ul style="list-style-type: none"> <li>• Competition with other regional airports for commercial aircraft maintenance</li> <li>• Competition with other small airports offering airpark estates</li> <li>• Long term infrastructure replacement and maintenance costs</li> </ul>



<ul style="list-style-type: none"> <li>• Aviation airpark development</li> <li>• Potential purchase of land on eastern side of airport for future development</li> <li>• Rising costs of maintaining private aircraft at major capital city airports</li> <li>• Offering aviation based lifestyle away from hectic conditions at small metropolitan airports, intensified with the closure of some airports due to need for residential development</li> <li>• Attractive base for aircraft maintenance, manufacturing and associated</li> <li>• Attractive to aviation enthusiasts for hangar / residence development</li> <li>• Potential for historical, experimental and glider manufacture and maintenance</li> <li>• Sustainability, solar power</li> <li>• Potential for separate wider gliding strips alongside runway 18/36 to cater for additional gliding</li> <li>• Attracting competition in fuel supply to keep costs competitive</li> </ul>	<ul style="list-style-type: none"> <li>• Cost and availability of aviation fuel</li> <li>• Developing land around the airport</li> <li>• Overdevelopment that could limit the potential to host events</li> <li>• Noise complaints</li> <li>• Restriction of airport activities</li> </ul>
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Data collected by Council is used to guide relevant engineering projects, maintenance requirements and their priorities. Data interpretation and identification of relevant constraints provide guidance to develop specific projects. The projects identified are prioritised to meet required capacity and physical capability of the airport into the future.

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### 8.3 DEMAND ANALYSIS

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- Numbers and Types of aircraft

Numbers and types of aircraft are remaining steady, with a mixture of recreational and seasonal agricultural aircraft, alongside daily low levels of small scale commercial aircraft and private jets.

- General Aviation, Temora Aviation Museum, Aero Club, Temora Flyers and Gliding Club forecasts

Numbers and types of aircraft are predicted to be similar to current levels in the future, with peak usage associated with TAM events, gliding events, community events organised by Temora Flyers, and seasonal commercial uses associated with agriculture. Increased potential is expected if commercial investment in pilot training and associated aircraft maintenance is achieved.

- Use of airport by emergency services

Recent investment in rural fire service infrastructure at Temora Airport consolidates the role of the site for district fire-fighting responsibilities, which necessitates the maintenance of airport infrastructure to required standards. The site maintains a role in medical transport, including refuelling of emergency aircraft.

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### 8.4 CONSTRAINTS

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Factors that are already in existence at the Temora Airport and must be considered in relation to new projects and developments are identified as constraints.

- Obstacle Limitation Surface (OLS)

The airport is a planning consideration when Council officers are presented with development proposals in the vicinity of Temora airport. The OLS restricts the location and height of new development in proximity to the airport. Red beacons are placed on towers erected in Temora for pilot identification purposes.

As the airport is located on the fringe of Temora, there are no immediate development pressures on the area. Surrounding development is generally low density or rural land uses. The airpark estate is being developed within the constraints of the OLS. Controls on other nearby land remain in place to limit additional residential development that may introduce land use conflicts.

- Runway Strips

The runways all remain in active use and the range of lengths, types and directions available to aircraft is an asset for Temora Shire, offering choice and safety. The ability for different types of aircraft, from small private aircraft, gliders and larger warbirds involved in air shows, to coexist and complement each other is a strength to be promoted. The retention of all runway strips, including the parallel gliding strips is intended to occur as part of the ongoing management of Temora Airport.

- Taxiways and aprons

The taxiways and aprons also remain in active use and their retention and maintenance is essential to support the ongoing use of the runway strips.

- Flood and Inundation

Flood studies of the airport took place during the investigation of the construction of Runway 05/23. A natural waterway is managed on the airport. Additional flood studies of land in the urban areas of Temora are currently underway.

- Removal of TAF Services

Currently there is an automatic weather station (AWS) installed at Temora. It provides pilots with weather data for wind, temperature, dewpoint (humidity), and pressure. The provision of Terminal Area Forecast (TAF) Services, ceased at Temora Airport on 5 March 2015 as an outcome of the TAF review. Temora Shire Council was very disappointed in this decision and has been lobbying ever since for its reinstatement.

Removal of the TAF has downgraded safety information for pilots both locally and those flying to Temora, and is a constraint to future investment at Temora Airport.

Council is currently lobbying for additional equipment to be installed will measure cloud, present weather and visibility, and for the reinstatement of the services to provide these weather conditions to pilots.

- Environmental and Heritage Constraints

Environmental constraints and heritage matters that are applicable to the Temora Airport are considered in Table 2.

**Table 2: Environmental constraints identified at Temora Airport**

Issue	Comment
Air quality	Use of aircraft does impact upon air quality. However, levels of use are considered low and minimal in relation to other sources of air pollution

	in the area, such as vehicles and dust. Burning off paddocks prior to crop sowing creates smoke issues, however risks are managed through notices from adjoining landowners
Biodiversity and threatened species	<p>The site and surrounding land is already cleared, developed and used for airport, residential or agricultural purposes. There are very limited habitat and native vegetation issues at Temora Airport.</p> <p>Managing issues relating to birds is ongoing. The DCP includes controls limiting planting types to species that are not bird attracting. Management practices at the airport discourage bird habitats on airport land.</p> <p>Active techniques are required to reduce the risk of bird strikes.</p>
Noise pollution	Increasing levels of aircraft usage will increase levels of noise from the airport. New developments within the vicinity of the airport are appropriately designed to manage noise impacts. Levels of usage are expected to continue to be low to moderate, with limited impact on existing residents.
Soil conservation	Impacts on soil as a result of new development will require management to avoid erosion from stormwater runoff and flooding.
Heritage conservation	Heritage buildings are preserved through the Temora LEP, with detailed information about historical usage recorded by Temora Shire Council and Temora Aviation Museum. Heritage issues would be considered as part of future development that may impact upon heritage items.
Obstacle Limitation Surface	Height limitations apply to all areas adjacent to the runways. A copy of the OLS is included in the Appendix to the Master Plan.

- Property Boundaries

Consultation with adjoining property owners forms part of the development of the Master Plan. Council must consider their input to the process and the supporting role that adjoining land delivers in providing buffers, visitor accommodation and future airpark and commercial development uses.

The precinct plans provide further details about possible future uses of adjoining property.

- Noise Contours

A noise contour map for Temora Airport is in place.

- Temora Aviation Museum

The Temora Aviation Museum has an immensely valuable role to the Temora Airport, attracting visitors to Temora Shire. The museum also has a complementary role by providing an additional attraction for airpark estate residents. Both private aircraft usage and the commercial role of the museum with display flights and testing work well together, given that overall usage is low.

- Aerobatics Box

The aerobatics box is an invisible box of airspace that is set aside for use by aerobatics pilots for training and competition. The availability of this airspace is an attraction for Temora when there is competition for airspace use in metropolitan and regional airports. Development is restricted in the vicinity of the aerobatics box and airspace usage is restricted when aerobatics is taking place. The ongoing use of the aerobatics box is a factor to be managed along with other competing uses of the Temora Airport.

- Development Zones

The existing airport zones are shown at **Appendix 8** of the Master Plan.

The LEP zones of particular interest as part of the Master Plan and relevant comments are shown in Table 3.

**Table 3: Relevant LEP zones and future development**

Zone	Comment
B6 Enterprise Corridor	Business zone that provides for a variety of land uses that complement the location of this land adjoining a State Road. This includes freight transport facility and light industry. Dwelling houses are not permissible in the zone,

	except where associated with a business, so land does not allow for residential airpark estate development. Land would require a land use study to demonstrate suitability and preference for land in B6 zone, and rezoning by NSW Planning and Environment for an air park estate purpose, if necessary.
R5 Large Lot Residential	Large Lot Residential land located to the south east of the airport covers an area of approximately 159 hectares. A minimum lot size of 2 hectares applies to the area. The area is already extensively developed, however there are some opportunities for future development by way of vacant large or subdivision potential. Reducing the potential for land use conflicts would form part of any development applications received by Council.
RU1 Primary Production	Rural zone. Functions as a buffer for the airport from other land uses. Controls in place to limit new dwelling houses that may introduce land use conflicts and noise issues.
SP1 Special Activities	Zone restricts land uses to Business Premises, Residential, Tourist and Visitor Accommodation, Incidental with Aviation. This zone recognises the special characteristics of this land with proximity to the airport. Construction of the final stage of the airport estate has commenced. This should meet demands for airpark estate lots for the next 5 - 10 years. Next stage must be confirmed as part of the Master Plan.
SP2 Infrastructure	Main airport zone, including runways, aprons (Council owned) and immediately surrounding rural land (mix of Council and private ownership). Privately owned land to West and South of runway – controls manage agricultural usage to minimise risk to airport operations. Council owned land located to the North – investigate potential for commercial development with managed flood risk
W2 Recreational Waterways	Lake Centenary. Complementary resident and tourist attraction nearby to airport. Offers swimming, fishing, water skiing, jet boats, cycling and walking destination, children's playground, and amenities.

- Regional Airline Operations

Temora Airport does not currently have operations by a regional airline, however it's relative proximity to Wagga Wagga and Canberra mean that frequent connections to Sydney and Melbourne are available, albeit with road travel of 1 or 2 hours respectively.

Temora Shire Council is not actively pursuing regional operators to commence regular public transport (RPT) services given the reality that any viable air services would be limited in frequency and operated with smaller aircraft than those services currently operating out of Wagga Wagga and Canberra.

Aviation security measures introduced by the Federal Government are a challenge for the commencement of RPT operations, due to the costs associated with new security fencing, passenger screening and aviation security identification cards. The introduction of RPT operations could in fact introduce some difficulties with respect to the securing of the aviation museum, airport residential and hangar developments.

However, there is potential for additional charter flights to use Temora Airport and increase access for passengers to and from major centres.

## **8.5 REGIONAL ECONOMIC GOALS**

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Temora Shire Council is actively developing strategies that are aimed at stimulating economic activity, growth and investment in the region across a broad range of opportunities, through its Economic Development Plan. Temora Airport is seen as an important driver of economic growth in the region, including attracting investment from outside of the area, and is a very important community facility.

Temora Shire Council has invested heavily in infrastructure on the airport, including the Airpark Estate, Runway 05/23 construction and support of the Temora Aviation Museum. Additional investment in airport infrastructure will occur in 2019/20 with the upgrades of runway 18/38, main apron, taxiways and drainage infrastructure under the Federal Government's Building Better Regions Fund. This investment will respond to requirements for aviation related tourism as well as commercial opportunities at Temora Airport into the longer term.

Temora Shire Council has adopted an Airport Usage Fees Policy and Fee Schedule. This will enable the collection of fees from users of Temora Airport, including:

- maintenance levy from Airpark Estate residents
- landing fees from commercial users
- agricultural usage fee
- non-aviation usage fee

This policy seeks to secure contributions from frequent and commercial users of Temora Airport, at modest levels that will assist with ongoing maintenance of Temora Airport, but not discourage usage or future investment.

Future goals for the airport are to:

- Encourage the provision of additional flexible training facilities. Temora Airport has the advantage of flying training that does not conflict with Regular Passenger Transport operations and the flight paths of capital city airports. Noise impacts are minimised due to low population density. In addition, the relatively safe flying weather throughout the year, along with flat to gently undulating terrain, offers attractive conditions for new pilots. There is available, underutilised land adjoining the airport that would support this development.
- Encourage complementary commercial businesses, including pilot training, engineering and other aviation related businesses
- Continue to support the Temora Aviation Museum aims to educate local students, and students living further afield about the operations of an airport as well as aviation history during wartime. Opportunities exist through in-class presentations and follow up behind-the-scenes tours.
- Improve facilities through additional hospitality and accommodation services, local employment opportunities and support for community functions on airport grounds
- Future Airpark estate expansion



- Flood study of Council owned land located north of the airport. Determine future purpose of this land.
- Increasing the number of visitors, improving the experience for visitors and increasing the range of events available in order to attract different markets of visitors.
- Improve the long term financial sustainability of Temora Airport through investigating and pursuing a diverse range of additional income sources.

The major financial issues associated with Temora Airport are that:

- It is a high value asset that requires significant maintenance expenditure in order to keep it in a usable condition, due to ageing and weathering of the infrastructure. Replacement costs for infrastructure are high.
- **Current lease, usage fees, tourism income and land rates revenue** provides only a **relatively small contribution to the annual expenditure** on the airport for maintenance and infrastructure development. Council has taken active steps to improve the financial sustainability of Temora Airport with the achievement of major grant funding, as well as a policy that secures contributions from regular users of Temora Airport. Contributions must be kept at levels that provide some support to ongoing maintenance costs, but does not discourage future usage or investment due to fees that are too high.
- Like many Council assets, the Airport is operated as a community service obligation with general revenue, alongside grant allocations, contributing to the bulk of finances allocated to the Airport.
- Council has determined that the development of the Airpark Estate will add significantly to the rate base and level of investment in the town. Income generated from the sale of lots is used to fund the future expansion of the Airpark Estate.
- Council has been generating additional income through supporting usage of the main runway for motorsport testing, which can occur without closing the airport
- Temora Shire Council has interest in encouraging pilot training schools and aircraft maintenance organisations to invest in Temora, to complement the existing industry in the region. Aviation related businesses are seen as an important driver for regional employment, business activity and training opportunities.

- Council is investigating any other opportunities in order to assist with improving the long term financial sustainability of Temora Airport.

## 9. FORECAST OF FUTURE OPERATIONS AND FACILITIES DEVELOPMENT PLAN

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The future of the Temora Airport depends on the ongoing improvement of services and facilities, and generating additional sources of income, in order to:

- strengthen its role as a valuable infrastructure asset,
- be suitably maintained into the future, and
- continue to support a diverse local economy.

The overall factors to consider for future development are:

- Considering the wider area around the airport, and taking the airport into consideration in relation to proposed developments
- Managing competing interests as part of future planning
- Serving a wide range of aviation uses including recreation, business, tourism, emergency, lifestyle and agricultural uses
- Focus on repairs and maintenance of infrastructure, and quality of work. Regular maintenance of existing infrastructure such as condition of taxiways and weed management will reduce overall maintenance costs
- Works designed for purposes of use, such as taxiways and aprons constructed with sufficient strength for the intended usage.
- Mapping of existing infrastructure, such as underground drainage for purposes of risk management
- Improving economic viability through additional income sources
- Maintaining the provision of emergency services role at the airport
- Ensuring a high standard of development in the airpark estate

- Focus on long term sustainable growth in uses, events, attractions, facilities, well maintained and financially sustainable infrastructure, and air park estate development
- Ensuring that future development does not impact upon aircraft displays and events

Based upon the analysis of the existing facilities and considering the vision and objectives identified, the facilities development plan covers the development of the airport's infrastructure into the future. This development plan responds to:

- global, national and regional aviation trends - economic, social, tourism and population information
- benchmarking against similar airports and larger airports for possible future growth options
- security requirements
- required capacity/physical capability, including:
  - o weather forecasting services
  - o pavement strength
  - o GPS approaches
  - o terminal development
  - o car parking needs
- Council's identified vision and objectives

These factors are considered in further detail below:

### **9.1 TEMORA AIRPORT DEVELOPMENT PLAN**

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Temora Shire Council appreciates the value of the Temora Airport as a commercial, recreation, emergency services, agricultural, lifestyle and tourism asset. The Temora Airport has already diversified in its operations through the strategic decision of Council, through attracting the development of the Temora Aviation Museum, developing an Airpark Estate over the past 20 years and supporting the continuing use of the airport for commercial, recreational, agricultural, tourism and emergency services purposes. This diversification is assisting with retaining existing residents, attracting new residents, the

creation of new jobs and small businesses and supporting the Shire's largest employer, the agricultural industry.

However, there is a strong awareness that in order to work towards increased economic sustainability and the maintenance of airport infrastructure into the future, there is a need to do more to attract business investment to Temora Airport.

The strengths and opportunities identified give weight to the case for attracting a pilot training facility and related commercial aviation businesses. Temora can offer existing suitable infrastructure, available land, ideal climate for trainee pilots, and the unrestricted airspace needed to contribute to meeting the demand for training the large number of pilots required in the Asia Pacific region.

The attraction of a suitable aviation business will be a complementary development to the existing airport land uses, and support the continuation of these existing uses into the future.

## 9.2 ENGINEERING PROJECTS AND MAINTENANCE REQUIREMENTS

### Assets, Engineering Project Identification and Tasks

This section considers and develops the Temora Airport's:

- Financial Strategic Development Plans – 5, 10, 20, 50, 100 years
- Capital Expenditure Plans and Operational Expenditure Plans
- Asset Management Plans

Building on the data and identified constraints, specific engineering projects are identified and prioritised as applicable to airport assets, as shown in Table 4.

**Table 4: Airport Assets, Projects, Costs and Timeframes**

Asset	Project	Task cost and timeframe
Overall sealed areas	Resealing and line marking	\$600,000 – over the next 10 years. Ongoing to asset renewal schedule
Runway 05 / 23	Runway 05/23 has been	Linemarking \$50,000

(main runway)	recently repaired due to flood damage in 2016. It is in good condition, however will require long term asset replacement funds to be allocated.	2018/19.
Runway 18 /36 Strengthening 44,400m <sup>2</sup>  (sealed North-South runway)	Runway 18/36 is the runway most often used by airpark residents and general aviation users. This runway also doubles as a taxiway for larger aircraft accessing the Temora Aviation Museum and main apron area from the main runway 05/23. Runway 18/36 is considered to be in relatively poor condition, but fair condition for its age and intended use. However, due to this runway being required to accommodate taxi operation from the main runway 05/23, it is significantly under strength and requires strengthening to accommodate taxi operations of large aircraft.	\$3,286,175 by June 2020
Runway 09/27  (unsealed East-West runway)	Renewal	\$3 million – over next 40 years
Main Apron Reconstruction 19,000m <sup>2</sup>	The main apron is used for aircraft parking, hangar access, along with taxi, emergency and refuelling operations. The apron area is integral to the continuing operation of the Temora Airport. The current apron area is considered poor with particular sections of the	\$912,997 by June 2020

	apron being at the point of unserviceability.	
Taxiway construction	Reconstruction and strengthening of taxiways C and D (3000m <sup>2</sup> ), enabling taxi operation of PCN 20, Code C aircraft from runway 05/23 and the Temora Aviation Museum.	\$274,000 by June 2020
Taxiway sealing	Preparation and initial bitumen sealing of taxiways F and G (2500m <sup>2</sup> ), enabling aircraft operation and Aviation Museum aircraft display.	\$118,192 by June 2020
Airport Arterial Drainage	<p>Following significant development at the Temora Airport over the last 20 years, the current original underground drainage is operating significantly above capacity causing frequent flooding of flat areas of the airport, including runways, aprons and taxiways north of the Aviation Museum.</p> <p>The additional flooding caused by this overcapacity infrastructure is accelerating the deterioration of airport infrastructure that is already in a poor condition.</p>	\$761,787 by June 2020
Hangars	Renewal and maintenance as required	\$500,000 over 20 years
Helicopter facilities	Dedicated helicopter facility – concrete landing pad	Complete
Emergency services facilities	Rural Fire Service facilities in place. Council may be required to maintain this in	State Government allocation

	the future	
Roads	Stormwater drainage improvements needed in Tigermoth Avenue, along the edge of the taxiway  Rehabilitation over 20 years. Reseals and linemarking as per asset management plan	\$100,000 over 20 years
GPS/GNSS approaches	Potential for licensing fee in the future	Unknown
Terminal development	Potential commercial development/leasing	Negligible cost to Council. Subject to need.
Car parking	Existing parking levels at both the Temora Airport and Temora Aviation Museum are considered suitable for current usage levels. Special event parking arrangements occur for Warbirds Downunder, which uses offsite parking and bus transport.  Reseal and linemarking	Renewals costed under roads
Lighting	Runway lighting subject to ongoing maintenance.  Street lighting	\$15,000 annually  \$25,000 each street light
Environmental management	Vegetation, wildlife, flooding and drainage. Including managing risk of bird strikes, flood study, fencing, chemical spill risks, fuel facilities, hazardous substances	Subject to individual investigations

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### 9.3 SECURITY REQUIREMENTS

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Temora Airport is currently secured with fencing and lockable gate access to the airside. Signage is posted to ensure vehicles are not parked in the direct flight paths.

Access issues are monitored regarding:

- access to the airport by support vehicles (including fuel, fertiliser and water trucks), inspection vehicles. Flashing beacons or hazard lights are used to identify airside vehicles.
- access to the airport is controlled through Temora Shire Council, Temora Aviation Museum, Temora Aero Club, Temora Gliding Club and Temora Flyers Inc

Airport inspections monitor condition of infrastructure and ensuring airpark estate access gates are not left open. Additional safety signage, fencing and managing airside interactions are required as actions.

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### 9.4 FACILITY IMPROVEMENT PROJECTS

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In addition to engineering projects and maintenance requirements, specific facilities improvement projects are identified.

These include:

- Refuelling facilities
- Aerial agricultural uses of the airport
- Future cabin development
- Temporary additional accommodation
- Caravan storage facility
- Partnering with Temora Aviation Museum

#### **Refuelling Facilities**

Council has undertaken works at the existing Skyfuel-operated fuel bowser, specifically pouring of a concrete slab and installation of a motion-activated light. Skyfuel intend to install a credit card facility for automated purchase of Jet A1 fuel.

Upgrade of taxiways is required to ensure long term suitable access.



**Aerial agricultural use of Airport**

Medium sized planes (in excess of 5,700kg) trucks and other equipment use the airport for aerial spraying and fertiliser spreading. Council has recently improved access for agricultural usage by designating a suitable area for truck parking and manoeuvring away from the aircraft apron.

**Future Cabin Development**

There is potential to enhance and expand upon the cabins currently offered by Council at the Airport.

The cost of construction of stage 1 of the cabin development was approximately \$150,000 in 2009.

Cabins 1 and 4 are less frequently occupied due to the lack of self-contained facilities and are usually only occupied when use as an interconnecting room to the adjoining self-contained rooms. Cabin 1 has the potential for an additional bathroom and kitchen to be constructed in order to make this cabin self-contained and increase its usage. Cabin 4 is constructed to the building line of Tenefts Street so would not be suitable for this modification.

Cabins 2 and 3 are occupied most weekends throughout the year. Longer stays occur for visiting groups, such as for waterskiing, and contractors working in Temora.

The cost of constructing Stage 2 is estimated to be \$180,000. It is proposed that at the time of construction Cabin 1 is modified to become a self-contained unit, whilst still remaining interconnected to Cabin 2. This is estimated to cost \$20,000 for this modification.

It is recommended that Stage 2 of the development include ensuite bathrooms to all rooms, with the flexibility of interconnecting doors to cater for families and large groups.

Current accommodation costs of \$110 for two people for Cabin 2 or 3 and \$60 for 2 people for cabins 1 or 4 per night, with \$10 per extra person. This should be increased once Stage 2 has been completed.

It is desirable to consider the ability of visitors to access views of the airport from their cabin or from designated areas.

Council will continue to monitor demand, as additional accommodation options are available nearby to Temora Airport, including Sky Lodge at Temora Aviation and holiday cabins located on Airport Street.

### **Temporary additional accommodation**

At certain times throughout the year, additional visitor accommodation needs to be provided, in excess of normal demands. This is most keenly felt during the Warbirds Downunder event at the Temora Aviation Museum, held every two years, where up to 20,000 visitors have attended the museum.

Previous Warbirds Downunder events have expanded the existing Temora Airfield Tourist Park to overflow capacity, with unpowered caravan and tent sites, as well as land used on Bartondale Road to accommodate visitors in a 'tent city', set up and managed by outside operators. In addition, there is the capacity to accommodate further visitors at Lake Centenary, if necessary. Maps 5 and 6 below indicate the locations of large event visitor accommodation at Temora Airport.



- - - Main caravan park - - - Overflow caravan park - - - Additional warbirds camping

**Map 5: Site of Temora Airfield Tourist Park**

These sites include Council owned land and privately owned land, located east of Airport Road. It is the current position of Council that this land, shown by Map 6, be retained in Council ownership for overflow camping purposes, as well as glider trailer tiedown area during major gliding events, by prior arrangement with Council.



**Map 6: Council owned land used for overflow camping purposes and trailer tiedown during gliding events**

Map 7 shows the location of the tent city site, where private land was used to accommodate visitors to Warbirds Downunder. Tents were erected and included with camping beds for visitors to use, alongside temporary amenities and camp kitchen facilities. This type of accommodation is only expected to be needed for Warbirds Downunder. However, as the airpark expands into the future, alternative sites may be needed.



**Map 7: 'Tent City' site, on Bartondale Road. Located on private land**

It is the position of Council that the potential for camping at Lake Centenary for special event purposes be explored prior to the next Warbirds Downunder event beyond 2018.

#### **Caravan Storage Facility**

When the modern caravan park was created by Temora Shire Council at Temora Airport, several long term caravans were in place at the site. Council provided a storage area for these caravans so that previous users of the old caravan park were not disadvantaged. The modern caravan park has been in operation for many years now, so a reasonable period of free caravan storage has been enjoyed by the owners of these caravans. It is now appropriate that these caravans now be moved offsite so that other land uses can occur on this site. The caravan storage site, located behind the campground amenities block, is shown in Map 8.



**Map 8: Existing caravan storage facility**

It is the position of Council that any caravans, glider trailers or similar that require long term storage at Temora Airport be stored within this facility, and not elsewhere at the airport. Further, those using the storage facility will be charged a weekly fee by Council for this service.

## 9.5 OPERATIONAL MANAGEMENT

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Air safety is the highest priority when considering operational management.

Temora Airport has a very good safety record and pilots are using the airport with regard to their own safety and that of others. Council's role is to assist with this ongoing cooperative use of the Temora Airport by the many stakeholders who have an interest in the airport.

Council has a role in balancing these competing interests and needs, considering existing and future airpark residents, ability to access the runways with few restrictions, maintenance and upgrade of infrastructure to allow airport use, and risk management of aircraft in relation to nearby development.

Current operational management occurs through Council, with the Engineering Department overseeing major operational procedures. Daily management of the airport is tasked to Council officers involved in scheduling commercial usage, maintenance and security. The Aerodrome User Committee has a role in assisting Council with both short and long term decisions relating to the airport. In addition, an airport operational group meets 2-3 times a year to discuss airfield and aerial operations from a mixed safety user perspective. This group comprises those involved in flying training and the Temora Aviation Museum and is primarily focussed on risk management associated with mixed operations. It is largely an information sharing forum.

The current arrangement allows Council to maintain an active involvement in the condition and usage of the airport. This is desirable given that the airport is one of Council's most valuable assets, its maintenance is a specialised role and the airport has high levels of Council investment relating to both asset maintenance and infrastructure provision, particularly relating to the Airpark Estate. The role is managed efficiently through the allocation of resources for only the specific hours necessary, rather than a full time role.

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## 10. FUTURE DEVELOPMENT PLANS

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The future development opportunities, including additional land purchases and arrangements to support future growth and investment at the Temora Airport are described in the following sections.

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### 10.1 FUTURE DEVELOPMENT OPPORTUNITIES

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In addition to maintaining and renewing existing assets and improving existing facilities at Temora Airport, the Master Plan identifies future development opportunities to be examined and determined to be implemented over the medium to long term. These projects include:

- Airport landholding and potential land acquisitions
- Commercial aviation development
- Airport Tourism
- Multipurpose airport building
- Private aircraft storage
- Adjoining development and aircraft noise contours

#### **Airport Landholding and Potential Land Acquisitions**

Council must consider the future expansion of the airpark estate, to accommodate future residential and commercial uses, including businesses and commercial hangar space. There are two identified sites available. Both sites may be utilised for future development purposes, as demand requires.

##### *Site 1 - North of the airport*

Council owns land to the north of the airport, known as Lot 1 DP 786998 and is zoned SP2 Infrastructure (Airport). This site, shown shaded at Map 9, whilst convenient in proximity, has significant constraints due to significant flooding and drainage issues, as well as the potentially adverse impacts with Runway 05/23, such as turbulent winds. In addition, issues could arise in relation to requirements for aircraft displays to be limited to airspace above vacant land or unoccupied buildings.





**Map 9: Council owned land north of Temora Airport**

*Site 2 – Former Temora Saleyards land*

This land is the site of the former Temora Saleyards. This land, shown by Map 10, has the advantage of already being in Council ownership. However the site is disadvantaged by its disconnection from the existing Airpark Estate and lack of ready access to the runway. The site is not level, and it is contaminated due to its previous use.



**Map 10: Location of Temora Saleyards land in relation to Temora Airport**

Further to the Temora Saleyards land, the airpark could potentially be expanded with the inclusion of additional privately owned land. Council has taken steps to secure the long term development of land adjoining Temora Airport. It is of strategic importance to engage with these landowners so that arrangements could be negotiated for suitable purchase, if necessary.

In addition, land with frontage to the airport, used as large lot residential land with taxiway access to the runway, could be redeveloped for aviation related industry, for example a pilot training facility with onsite accommodation. The project is intended to support the long term viability of the investment in the runways at Temora Airport, as well as strengthening the Temora Aviation Museum.

Boeing estimates the world will need about 640,000 more pilots in the next 20 years, with 40 per cent in the Asia Pacific region. That level of demand makes the academy important Australian aviation more broadly, so that all parts of the industry have access to qualified pilots in a country that relies so heavily on air transport (QANTAS, 2018).

#### *Excluded sites*

Three other sites are excluded from consideration. Due to the need to restrict residential development under the direct flight path, two of the excluded are sites along Bartondale Road and surrounding Runway 05/23.

Map 11 shows Council owned land. This site is used as a trailer tiedown area during major gliding competitions and includes tiedown cables.



**Map 11: Council owned land Bartondale Road**

Land adjoining Runway 05/23, known as Lots 2 and 3 DP 1104736 is in private ownership, used for cropping purposes is also zoned SP2 Infrastructure (Airport), with a covenant to ensure that it is not developed or used for other non-compatible uses. This land is therefore excluded from consideration for development as part of the airpark estate. This is shown shaded by Map 12.



**Map 12: Land in private ownership zoned SP2 Infrastructure (Airport)**

Land located east of Temora Airport is in private ownership and is located on the eastern side of Airport Street. There are issues in relation to accessing the airport via taxiway across Airport Street. This could involve the closure of Airport Street or the relocation of the rail crossing between Goldfields Way and Airport Street. An option of a taxiway bridge over Airport Street would likely to be prohibitively expensive.

Therefore, land on the eastern side is excluded for now from further consideration.

#### **Commercial aviation development**

Whilst providing current and future land for development of the airpark estate is a major focus of the Master Plan, providing a suitable site for future commercial development, on a range of scales is also a priority.

Council owned land located north of the airport, shown at Map 13, has some identified constraints, including flooding, access and servicing. Therefore its future use remains unknown.

Other land, in private ownership, located between the airport and Airport Street, is being investigated for future commercial development purposes, as discussed further in Section 13.



**Map 13: Council owned land located north of the airport is recommended to be retained for future purposes, guided by Temora Flood Study**

#### **Airport Tourism**

Attracting tourists to Temora based around the Airport involves:

- Promoting awareness of attractions at Temora Airport to locals, who will bring visiting friends and relatives to experience the attractions
- Include social media, Narraburra News and local newspaper media releases
- Including a visit to the airport as part of other attractions in Temora:
  - o Heritage enthusiasts visiting Temora Aviation Museum, Rural Museum and Railway Temora
  - o Action enthusiasts also visiting Temora Jet Boats at Lake Centenary
  - o Aviation enthusiasts encouraged to visit Temora Aviation Museum, as an independent traveller for a single trip, as part of a tour group, or as part of a longer road trip journey.
  - o Sports related visitors – participants and spectators encouraged to combine their attendance at a Temora sports event with a visit to Temora Aviation Museum, which may involve overnight accommodation

- School students studying Australian history, engineering and science
- Airport events
  - Pilots encouraged to visit to attend aviation related events organised by Aero Club, Temora Flyers Inc, Temora Gliding Club or Temora Aviation Museum
  - Increasing numbers of participants and spectators involved
  - Managing competing airport uses

### **Multipurpose Airport Building**

The Community Strategic Plan identifies the potential for the development of a multipurpose airport building at Temora Airport. The purposes of this building is intended to include: meeting rooms, office space, event and function room suitable for the hosting of flying events and as well as other events, including commercial kitchen and bar area, a briefing room used in preparation of flying and gliding events, and sufficient car parking.

There is support from the aviation community for the development of such a building in order to enhance the attractiveness of Temora as a host for large scale aviation events such as antique aircraft gatherings, gliding championships, aerobatics contests and other recreational aviation events. The building could also be utilised by local flying training organisations, local flying clubs, airpark residents, visitors and locals of Temora Shire.

The concept was investigated as part of the conferencing and events study, conducted by Council officers, with consultant support, with regard to the demand, sustainability and potential return on investment of such a facility.

The outcomes of the Council conducted conferencing and events study revealed that the Temora Aviation Museum is considered to be the venue with the greatest potential to support future conferences and events in Temora, especially those related to aviation, at least in the short term. The TAM meets the criteria of unique experience, existence and capacity of current management staff, and ability to source grants/partnerships for future growth, supporting this study outcome.

There is potential for efficient improvements to the Temora Aviation Museum to be explored to support opportunities that are more diverse to attract visitors to Temora.

The Temora Aviation Museum, being Temora's most prominent tourist attraction, and the use of warbirds in all of Temora Shire's branding and identity, reinforces the need to strengthen this venue into the future. The museum was created through the vision and investment of a benefactor, however there is a need to diversify income sources to ensure long term viability of Temora's strongest tourist attraction.

The retention of the TAM is also an attractive feature of the Airpark Estate, offering residents volunteering opportunities with associated community connectivity. This diversification approach is consistent with the direction of management of the TAM, who have included the touring exhibition of Da Vinci Machines and opened up its accommodation to the visiting public through the refurbished Sky Lodges.

There remains untapped potential to enhance and diversify the visitor experiences at the TAM. This includes underutilised infrastructure that could accommodate seminars and learning in a unique setting and, with some additional investment, providing enhanced experiences to accommodate conferences offering catering, presentation and meeting spaces.

Tasks to progress this project are:

- investigation of existing buildings at the airport, potential refurbishment and repurposing, opportunities for extension, in partnership with the Temora Aviation Museum,
- applying for heritage grants to increase public accessibility to aviation heritage
- future development with regard to existing function facilities located in Temora

The success of the project will rely on achieving multipurpose options for the site, with efficient and effective investment and promoting the venue as part of a package experience. This is needed to entice visitors away from a larger centre or metropolitan venue, in order to enjoy a unique experience that offers value of attendees time to travel to and from the venue, as well as high quality experiences during their stay. This leads to support of the TAM by complementary venues in Temora offering quality accommodation, meals, attractions and experiences (Rural Museum, Railway Temora, Lake Centenary, Town Hall Theatre, Restaurants/Cafes, Golf Club). It is also appropriate to be actively involved in encouraging new high quality venues that will appeal to both locals and visitors, similar to the experiences of Junee and Coolamon, which are logical choices given Council's existing partnerships with these Councils through the Canola Trail tourism initiative.

Events must be able to cater for a range of budgets, with cost of living expenses reducing the level of disposable income for many tourists. Many retirees that visit Temora would be expected to have modest incomes. In addition, the local region, being the closest source of visitors, as a whole, has lower overall incomes than metropolitan residents living further from Temora.

The Temora Memorial Town Hall, currently being upgraded, can also fulfil a role as a large scale stand-alone conference and event space, albeit not located at Temora Airport.

The demand for an additional multipurpose airport building will require further investigation into its function, design and feasibility before any future commitments to developing this building are made.

#### **Private aircraft storage**

Provision for private aircraft storage, outside of the requirements for house and hangar development within the airpark estate, is an opportunity that could occur. The site would require taxiway access and may be a future opportunity within the next stage of the air park estate.

#### **Adjoining Development and Aircraft Noise Contours**

It is important to manage adjoining land uses in order to protect long term airport operations from the encroachment of inappropriate development into noise affected areas, to ensure that sensitive land uses are not located in areas of unacceptable aircraft noise and the amenity of surrounding development is not adversely affected by aircraft noise.

An Australian Noise Exposure Forecast (ANEF) provides a scientific measure of aircraft noise exposure taking into account frequency, intensity, time and duration of aircraft operations. It is used to map expected aircraft noise level around an airport. ANEF standards shall be referred to where development is proposed that is located within land affected by ANEF contours.

The Obstacle Limitation Surface (OLS) are a series of reference surfaces that control available airspace around the airport and may define the desirable limits to which objects may project into the airspace to ensure the safety of aircraft operations. An OLS map is included in the Appendix.

Two criteria will govern the distance from the centerline of the runway to any buildings to be constructed on the site. These are:

- Runway, taxiway and apron clearances
- Obstacle Limitation Surfaces



## 11. AIRPORT PRECINCT CONCEPT PLAN

A draft airport precinct concept plan has been developed to indicate future land uses within the Temora Airport.

### 11.1 CONCEPT PLAN & STAGING

The draft Airport Precinct Concept Plan is shown in **Appendix 1**.

The concept plan identifies particular precincts for future development. Table 5 provides details of projects within various airport precincts.

**Table 5: Temora Airport Precinct Projects**

<i>Airpark estate precinct</i>		
<b>Project</b>	<b>Stage</b>	<b>Status</b>
Completion of Airpark Stage 4 Spitfire Drive. Lots offered for sale.	One 2018 start	<b>Currently occurring</b>
Surveying and design of Stage 5, former saleyards land, including securing taxiway access to runway	One 2018 start	<b>Currently occurring</b>  Will require rezoning to SP1 zone (Aviation) from Saleyards
Negotiations for acquiring additional land for first part future airpark estate expansion	One 2018 start	<b>Currently occurring</b>  Economic Development Manager to discuss with landowner as directed by Council.  Will require rezoning from R5 to SP1 zone
Investigate potential development of vacant land for future airpark estate expansion	Two 2019 start	<b>Currently occurring</b>  Economic Development Manager to discuss with landowners as directed by Council

		Will require consultation with TAM as part of land used for tent accommodation during Warbirds Downunder  Will require rezoning from R5 to SP1 zone
Negotiations for purchase/arrangements for second part future airpark estate expansion	Two  2019 start, depending on outcome of saleyards land surveying and design	<b>Currently occurring</b>  Economic Development Manager to discuss with landowner as directed by Council  Will require rezoning from R5 to SP1 zone

<i>Agricultural usage precinct</i>		
<b>Project</b>	<b>Stage</b>	<b>Status</b>
Completion of design for agricultural usage, located north of Spitfire Drive, including truck unloading and turning area off Airport Street (non-airside), aircraft taxiway and loading apron (airside), safety fencing and water tank storage area	One  Continuing in 2019	<b>Currently occurring</b>
Complete works associated with new agricultural usage site	Commenced late 2018	<b>Continuing 2019</b>

<i>Commercial aviation business precinct</i>		
<b>Project</b>	<b>Stage</b>	<b>Status</b>

Complete preliminary design of commercial precinct using Council surveyors and input from Temora Flood Study, including access design and identifying land potentially suitable for future development. Opportunities include aviation training facility, engineering maintenance training facility, aviation support businesses and private hangar storage facilities. Design to consider potential for alternate residential airpark usage.	One  Flood study commenced early 2018  Site surveying following flood study	<b>Currently occurring</b>
Consultation with Temora Aviation Museum and input to OLS separation design from aviation consultant	Two  Commence 2019 if survey supports further investigation	<b>Future Project</b>
Promotion of commercial development opportunities at Temora Airport	Three  Commence 2019, as required based on design outcomes	<b>Future Project</b>  Economic Development Manager to promote as directed by Council

<i>Existing Operations and Emergency Services precinct</i>		
<b>Project</b>	<b>Stage</b>	<b>Status</b>
Rural Fire Service water tanks installation	One	<b>Complete</b>
Upgrade of main airport apron, including refuelling areas, helicopter landing and aircraft parking areas	One  Complete highest priority tasks as budget allows	<b>Commencing</b> Draft plan prepared. Budget and staging being considered

Upgrade to provide Code A, Code B and Code C taxiways	Two  Upgrade taxiways to provide aircraft with access to runways and apron	<b>Commencing</b> Draft plan prepared. Budget options and staging being considered
Improvements to airport security through additional and upgraded fencing and access gates, improved separation of airside and non-airside areas to manage public access	One  Complete investigation early 2018  Priorities tasks and complete works as budget allows	<b>Commencing</b> Draft plan prepared. Budget options and staging being considered

<i>Aviation tourism precinct</i>		
<b>Project</b>	<b>Stage</b>	<b>Status</b>
Investigation of potential for visitors to access Aeroclub Hangar for airport viewing and access to refreshments	Two  Considered as part of security review and future consultation with Aeroclub.  Requires managing access to be non-airside, schedule of volunteer opening hours, managing access to Temora Aviation Museum. Potentially funded through grant application.	<b>Project commencing 2019</b>
Provision of additional cabin accommodation at Airpark Caravan Park	Three  Consider further in conjunction with TAM, as 12 rooms now	<b>Future Project</b>

	available at Sky Lodge, operated by TAM.	
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<i>Museum precinct</i>		
<b>Project</b>	<b>Stage</b>	<b>Status</b>
Diversification of experiences, events, services and attractions at Temora Aviation Museum to appeal to visitors and encourage return visits. Consider future travelling exhibitions, similar to Da Vinci machines, more interactive experiences, guided tours, films, and history-focused events.	One  Continue supporting role to Temora Aviation Museum to strengthen Temora's major tourist attraction	<b>Ongoing</b>

## 12. FINANCIAL SUSTAINABILITY

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Building on the knowledge of the identified infrastructure demands, in terms of maintenance and future replacement, there is a need manage the long term financial sustainability of Temora Airport, to enable the continued delivery of economic and social benefits of Temora Airport to the region. Council has adopted a number of actions to improve revenue from Temora Airport to assist with maintaining this asset.

### **Ongoing Airport Income**

The largest source of income to the overall Temora Airport budget is the annual maintenance allocation from Council, which is currently approximately \$278,000 and is projected to increase to \$309,000 by 2024/25. Other incomes sources include:

- Airport maintenance fee (commencing July 2019)
- Landing fees for commercial users (commencing July 2019)
- Non-aviation user fees (Commenced. Periodic income source)
- Agricultural usage fee (Commenced. Seasonal income source)

- Lease income
- Airpark estate lot sales (used to fund future stages of the Temora Airpark Estate)

#### **Airport Usage Fees Policy**

Council adopted an Airport Usage Fees Policy in March 2019. This system aligns with a user pays system, whereby those who gain the most benefit from an asset contribute to its operational costs. The key concepts of the policy are:

##### *Airport Maintenance Fee*

All landowners of the Temora Airpark estate are required to contribute towards ongoing maintenance of airport infrastructure through an annual **Airport Maintenance Fee**. The fee is collected separately to rates. The fees collected will be used to contribute to only the ongoing maintenance and operations of Temora Airport and not used for general revenue purposes. Any increase in fees will be limited to increase only by Consumer Price Index (CPI). Any unspent fees will be kept in a reserve that may only be used for airside airport maintenance purposes, in consultation with the Aerodrome Users Committee and by resolution of Council through an allocation within Council's budget.

##### *Landing Fees*

Council does not change landing fees to recreational pilots using Temora Airport. This includes residents of the airpark estate who are using the airport for recreational flying, and recreational visitors to Temora Airport.

However, landing fees apply to commercial users of Temora Airport, based on the weight of the aircraft, in response to Council's adopted fee schedule. The fees are negotiable, with the fee schedule used as a starting point for discussion, with frequency of usage and economic contribution considered as part of agreement on the relevant fee. The exemptions from landing fees for commercial aircraft apply to:

- Small business operators who are residents of Temora Shire are exempt from landing fees. Small business operators involve the employment of no more than 2 persons other than those residents as well as the submission to Council of relevant information advising of the scale of the business, including (where relevant) number of students, number of expected clients and level of usage of Temora Airport to conduct the business
- 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.

- Emergency services aircraft that are using Temora Airport for emergency purposes are also exempt from landing fees

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). 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.

#### *General economic benefit*

In addition, a thorough review of the calendar of events at the airport and the exploration of new ideas of airport events is needed. This is required in order to ensure that the wider community is benefiting from a sustainable level of visitors who are boosting the local Temora economy through attending airport related events, whilst still providing for the continued enjoyment of the airport by Airpark residents. This issue will be a regular item considered at the Aerodrome Users Committee Meeting.

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### 13. IMPLEMENTATION

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The implementation section of the document involves the coordination of the background information and analysis of identified issues to formulate a range of recommendations to be considered, adopted, funded and implemented.

The Master Plan makes the following recommendations for future actions and their timing for implementation in Table 6. Concept Plans for precincts within Temora Airport are included at **Appendix 1**.

**Table 6: Recommendations for future action and timeframes**

<b>Issue</b>	<b>Comment</b>	<b>Timeframe</b>
<i>Data</i>		
Data recording	Collect data of regular commercial flights for use in collecting landing fees, if required	Short Term Within 12 months
Aerodrome Weather Forecasting (TAF)	Council and stakeholder must lobby for the reinstatement of TAF from Temora Airport	Short Term Within 12 months
<i>Strategic Planning</i>		
Risk Assessment	Responding to CASA requirements, managing risk of wildlife strikes, managing noise, security. System for recording wildlife strikes and near misses. Council insurance review regarding issue of risks to aircraft using unrated taxiways and aprons  Response to independent airport safety advice and recommendations	Short term Within 12 months
Commercial development	Need to identify land suitable for future commercial development opportunities, such as aviation related services, lease hangars. May have the option for airpark estate use as well.  Include Aviation Industries within the Temora Economic Development Strategy, which considers current and future industry infrastructure and business support needs.  The Transport and Logistics Industry Skills Council Ltd reports that there is expected continued demand for aircraft pilots, flight instructors and maintenance engineers.	Short term Within 12 months



Asset renewal plan	Develop an asset renewal plan covering projects, costs, timeframes, process and funding	Short term Within 12 months
Flood Study	Completion of flood study and mitigation works, including land north of the airport, owned by Council, which may not be suitable for future development due to several factors.	Medium term Develop plan within 5 years
<i>Infrastructure</i>		
Airport Aprons	Develop a prioritised plan for the staged upgrading of existing aprons to standards suitable for their usage. Future aprons to be designed to a suitable minimum standard	Short term Within 12 months
Jointly funded infrastructure	Consider the concept of improving airport infrastructure through contribution on a non-cash basis, such as raw materials, or through fund raising events	Medium term Develop plan within 3 years
Fuel supply	Providing opportunity for accessible and competitively priced aviation fuel to be supplied onsite	Short Term Within 12 months
Caravan park	Caravan park is working well and is popular with visitors.  Review use of Council owned land within the air park estate for overflow camping requires review.  Investigate demand for next stage of airpark cabin development to complement caravan park.	Short term Within 12 months
Caravan storage area	Contact caravan owners to advise that Council will no longer be providing caravan storage and owners should	Short term

	collect their caravan from Temora Airport.	Within 12 months
Former Terminal building use	Currently leased to Temora Flyers Inc, as a meeting place for local and visiting pilots. Council to maintain connection with group through EDM, and support their commitment to organising and providing local aviation related events	Short term Within 12 months
Airport fencing	As fencing requires replacing, consider the type of fencing to ensure suitability and attractive presentation of airport	Short term Develop policy within 12 months
Telecommunications	Receive advise about the current level of telecommunications services at Temora Airport, optimal levels of service and make submission to relevant carriers and Government Ministers to achieve improvements	Short term Collect relevant status and optimisation data within 12 months. Contact telecommunications providers and relevant Ministers
<i>Income</i>		
Airport Maintenance Fee	Commencement of Airport Usage Fees Policy	Short term Commences July 2019
Rental fees	Review rental fees charged by Council for usage of airport buildings	Short term Within 12 months
Landing fees for commercial airport users	Commencement of Airport Usage Fees Policy	Short term Commences July 2019
<i>Tourism and Events</i>		
Multipurpose building	Consider option for improving aero club to be more accessible for multipurpose uses. Consider opportunities through partnerships with Aviation Museum and heritage grants and possible purpose built	Short term Within 12 months

	facility.	
Large event accommodation	<p>Continue with current arrangements of leasing land for use in large events.</p> <p>Potential for additional overflow camping at Lake Centenary (special event). Consider issue of Lake Centenary viewing area, costs of additional cleaning and waste management.</p>	<p>Short term</p> <p>Within 12 months</p>
Current airport events	<p>Managing the current calendar of events at the airport. Review what events occur at the airport and if they involve closing the runway or airspace. Managing events in conjunction with private usage, considering landowners have invested in the airpark estate in order to enjoy regular flying. Review economic benefits of these events, such as number of participants, spectators, flow on economic benefits to the Shire. Examine non-recreational aviation uses including motorsport events.</p> <p>Increasing requirements for event organisers to promote visitation to Temora, rather than Temora being just a venue for an event with a small number of participants.</p>	<p>Short term</p> <p>Within 12 months</p> <p>Include EDO and CCS/E</p>
New events	<p>On review of calendar, consider scope to increase events that attract participants and spectators, bringing wider economic benefits and promotion of Temora Shire. Particular focus on events that allow for continued use of airport for private recreational aviation to continue during the event.</p> <p>Continue to create events or exhibits that excite our community and attract tourists, by tapping in to our strengths,</p>	<p>Short term</p> <p>Within 12 months</p> <p>Include EDO and CCS/E</p>

	including flying festivals. This includes attracting and maintaining high standard events, both large and small. It is imperative that the airport is generating wider economic return to the community if no landing fees are to be introduced, in order to respond to Council's ongoing investment into the resource.	
Tourism	An information bay at the airport parking area.  Investigate new opportunities to increase usage of Temora Airpark Caravan Park	Short term  Within 12 months  Include EDMO and CCS/E

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## 14. CONCLUSION

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The Temora Airport Master Plan provides an approach to achieve the vision of Temora Airport:

***The ideal location for aviation lifestyle, tourism, business and training, supported by a friendly and thriving community, in a picturesque regional setting.***

The development of the Master Plan has involved a determination of planning objectives, an assessment of the current situation of the airport and developing future directions. The Master Plan includes relevant stakeholders in this process.

The plan responds to regulatory and policy controls, site features and constraints in order to protect ongoing operations. An assessment of the emerging role of the Temora Airport has developed goals for future opportunities and achieving the economic and social benefits that the Temora Airport brings to the community.

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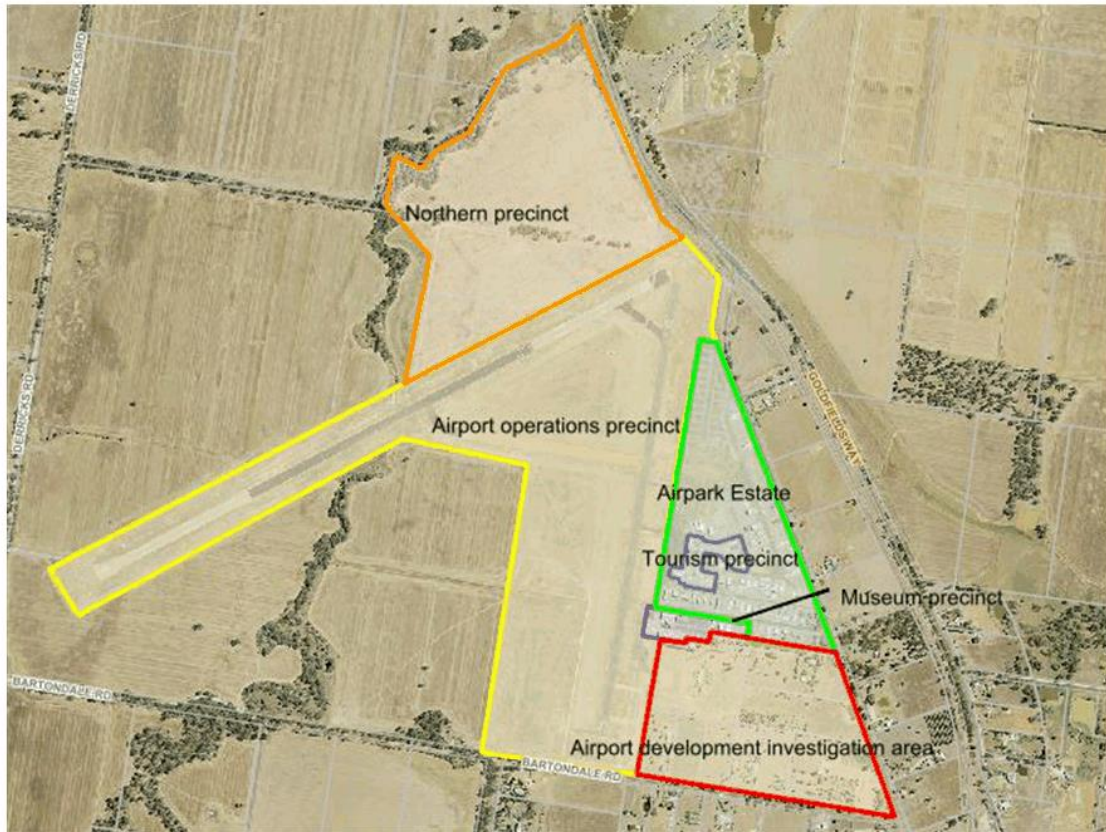
APPENDICES

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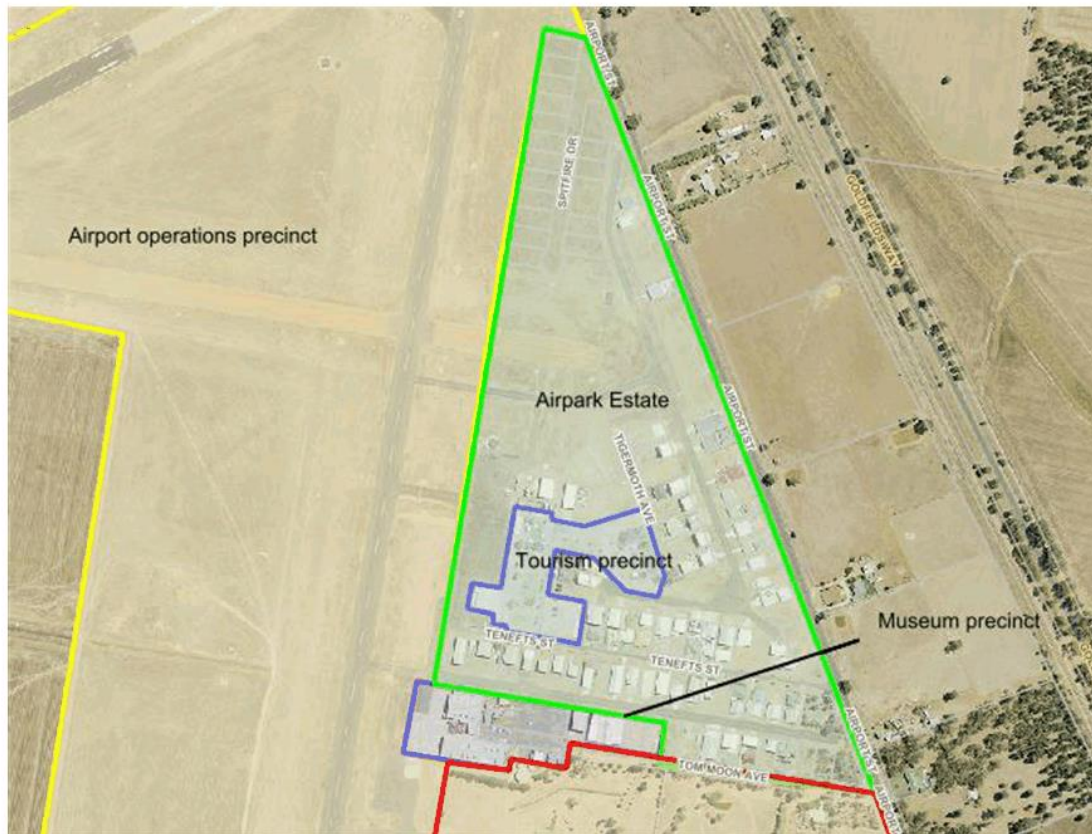
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*1. AIRPORT PRECINCT CONCEPT PLANS*

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Appendix Map 1. Temora Airport Precincts Map



**Appendix Map 2: Airpark Estate and Aviation Tourism Precincts**

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## 2. SCOPE OF MASTER PLAN

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The Scope of the Airport Master Plan was used to provide a framework for content as the plan was developed. The scope is outlined as follows:

The Temora Airport Master Plan provides for long-term planning at the Temora Airport site. Temora Airport Master Plan will be attentive of community and Council prosperity, their vision, goals, aspirations and priorities in terms of development and identification of future challenges. This broad focus reflects the view of the airport as a community asset and not limited to those involved with aircraft and their operations.

The document includes:

- **Data collection** to evaluate **current conditions** and **predict future situations**, including environmental issues, transport demands, utility needs, economic conditions, services demands, population projections, social conditions, and emergency services needs.
- The **economic contribution** of 'core' operations, measured in terms of:
  - The economic contribution of the range of activities undertaken at airport precincts, measured in terms of the **level of employment** and value added created.
  - Contributions that encompass the wider role of airports in raising productivity, **attracting inward investment** and **facilitating tourism** and trade activity.
- **Social contributions** which highlight the role of airports in promoting regional inclusion and partnering with community groups to enhance social outcomes
- **Emergency services** role in providing infrastructure for fire fighting, air ambulance, police air wing and rescue helicopter
- A **Land Use Study** including identification of land areas requiring specific treatment for development and identifying precincts within the site
  - To include **identification of land in future development phases**.
  - To include **potential commercial development** (taking advantage of Runway 18/36, Temora Aviation Museum and other businesses local to the area) but principally focused toward Residential Airpark Estate development.
- **Asset and infrastructure renewals and/or upgrades** with indicative costs and asset life.
- **Forecast on regulatory requirement burden** in approaching years and best practice response to this.
  - To include consideration for safety and security regulations that may or may not arise, impacting the Airpark Estate model.
- Consideration of **short-term** (10 year), **mid-term** (30 year) and **long term** (100 year) strategy for all aspects of the Master Plan.
- Problem/Solution analysis on **future opportunities and challenges**, including SWOT analysis where appropriate.



A range of studies relating to the Temora Airport have already been completed, including:

- Airpark lots – existing and future
- Survey plans
- Obstacle Limitation Surfaces
- Flood Study
- Environmental- fish
- Wind data
- Aboriginal heritage
- Terrestrial ecology
- Noise assessment

The key stakeholders involved with the Temora Airport are:

- Temora Shire Council, specifically, engineering, town planning and economic development staff
- Temora Shire Councillors
- Aerodrome Users Committee – a Section 355 Committee of Council
- Temora Aviation Museum
- Temora Aero Club
- Temora Flyers Inc.
- Temora Gliding Club
- Temora Airpark residents
- Temora Historic Flight Club

- Aviation business operators
- Rural Fire Service
- Government Stakeholders including Civil Aviation Safety Authority (CASA)

Input from these stakeholders has been obtained as part of the development of the Temora Airport Master Plan, through a series of focus groups, written comments and review of the draft document.

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### *3. TEMORA POPULATION FORECAST*

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The Australian Bureau of Statistics Census data of 2016 reports the population of Temora Shire to be 6,110 people. This is an increase of 334 people from the 2011 population of 5776, representing an increase of 5.8% over five years. It also shows that Temora Shire has turned around the population decline between 2006 and 2011.

Of this population, 3,796, or 62%, were aged under 55 years whilst 2,320, or 38%, were aged over 55 years.

In general over the past 10 years, there has been a decline in population numbers in Temora aged 44 years and under, whilst there has been an increase in the number of residents aged 45 years and older. Notably, from 2006 to 2016, the number of residents aged 55-64 years has increased by 99 people, and those aged 65-74 years has increased by 208 people.

Over the next 20 years, some decline in age categories is predicted, namely in the late teens/early 20s and in the 40s – mid 50s age groups. Growth is expected in many age categories, including young children, peak child bearing years (25-39 years) group and over 60 years age group. Between 2011 and 2026, the age structure forecasts for Temora Council area indicate a 31.7% increase in resident population of retirement age. As frequently, it is the retiree age group that is most likely to be involved in recreational aviation, due to availability of time and finances, this predicted growth in the number of senior residents in Temora Shire corresponds to supporting facilities most likely to be utilised by seniors.

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#### 4. MARKET OF GENERAL AND RECREATIONAL AVIATION

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Temora Airport caters for both General Aviation (GA) and Recreational Aviation (RA). GA is governed by Civil Aviation Safety Authority and RA is governed by Recreational Aviation Australia (RAA). RAA is charged by the Civil Aviation Safety Authority (CASA) to register aircraft, accredit flying schools and certify pilots who operate on a not-for-profit basis, flying outside major cities and away from military bases and 20 kilometres from a commercial airport.

RA approved aircraft are limited to two seats maximum and have a Maximum Take-Off Weight (MTOW) of no more than 600kg. The types of aircraft include civil light aircraft, microlights and ultralights. A recreational aircraft can travel at up to 250 kilometres per hour. Cost of purchase of such civil light aircraft ranges from \$30,000 to \$40,000 and up to \$140,000. There are five main manufacturers in Australia, with the most common aircraft flown by recreational aviators being built by Bundaberg-based company, Jabiru.

Almost 10,000 people in Australia hold a recreational pilot's certificate, with approximately 3,500 registered microlight and ultralight aircraft. Recreation Aviation Australia (RAA) covers almost half of all aircraft operating in the country.

In contrast, a GA licence allows the pilot to fly larger aircraft and fly aircraft with more than two seats, as well as the opportunity to:

- Fly in controlled airspace (upon completion of CTA training during the navigation exercises)
- Fly at night (upon completion of a NVFR Rating)
- Fly on instruments / in cloud (upon completion of an Instrument Rating)
- Fly aerobatics (upon completion of an Aerobatic Endorsement)

In more recent years, recreational pilots represented the fastest growing group of aviators in Australia, although numbers have levelled currently. Several factors have contributed to the growth in recreational aviation, including affordability of aircraft, interest and increased leisure time of retirees.

Under requirements set down by CASA, a recreational pilot certificate is secured after completing a prescribed number of hours' flying, aeronautics exams and a satisfactory medical report.

Like Recreational Aviation Australia (RAA), gliding in Australia is a self-administered (Gliding Federation of Australia) sport aviation organisation responsible to CASA through regulations. Gliders are sophisticated aircraft designed to be aerodynamically efficient and capable of covering over 1,000 kilometres in a single flight and at speeds around 150 kph and sometimes more. At Temora, gliders are either towed into the air behind a powered aircraft or they self-launch using an onboard engine that retracts into the fuselage after use. Gliders are typically made from composite materials with a modern single seat glider of 15 metre wingspan weighing 270kg empty and 600kg at its maximum takeoff weight when loaded with pilot and water ballast. This is to improve glide performance in strong summer conditions. Open class and high performance two seat gliders have wingspans exceeding 20 metres and can be up to 850kg at takeoff. Older gliders are quite affordable in the \$15,000 - \$35,000 range with new state-of-the-art gliders requiring an investment of \$200,000 and more.

In addition, Qantas has recently reported that Boeing estimates the world will need about 640,000 more pilots in the next 20 years, with 40 per cent in the Asia Pacific region. That level of demand is important for Australian aviation, so that all parts of the industry have access to qualified pilots in a country that relies so heavily on air transport.

There is a strong potential for Temora Airport to contribute to the supply of these trained pilots, through the development of a pilot training facility, using the competitive advantages in the region.

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#### *5. RECENT AIRCRAFT STATISTICS*

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The Federal Department of Infrastructure and Transport's General Aviation Survey **2012** found the number of **general aviation flying hours in Australia** was **1.7 million hours**. The greatest number of hours was dedicated to charter flights at over 500,000

hours, followed by aerial work, training and private use. Less frequent were business, agriculture and testing and ferrying purposes.

The number of **fixed wing, single engine aircraft** decreased by 1.7 per cent to **8,443**, or 67.9 per cent of all registered aircraft in the General Aviation and Regional Airline sectors. **Fixed wing, multi-engine aircraft** decreased by 6.0 per cent to **1,815** (14.6 per cent of the total).

In 2012, **1,302 amateur-built aircraft** accounted for 10.5 per cent of all aircraft in the General Aviation and Regional Airline fleet. This represents a 0.9 per cent increase over the number of amateur-built aircraft in 2011 (1,290 aircraft).

In 2012, **ultralight aircraft flew** a total of **195,200 hours**, representing an increase of 29.5 per cent over 2011.

At the end of December 2012, a total of **3,509 aircraft had current registrations** issued by **Recreational Aviation Australia**, a decrease of 5.7 per cent over 2011.

The number of **registered gliders** increased by 0.1 per cent to **1,206** by December 2012 compared with December 2011. The total number of **reported flying hours** increased by 51.2 per cent to **192.0 thousand hours** in the calendar year 2012.

The Australian General Aviation and Regional Airline fleet contains **many older aircraft**, with the **average age being 27.7 years**, which is an increase compared to 2011 (27.0 years).

**Average flying hours per aircraft** decreased by 1.7 per cent, from 156.2 hours in 2011 to **153.6 hours in 2012**. For **active aircraft only**, excluding aircraft that were not flown during the year, the average **number of hours flown** was **200.0 per aircraft**.

Of the active aircraft, **40.2 per cent flew 50 hours or less during 2012**, while 57.8 per cent flew 100 hours or less. One in every five (2 886 aircraft) registered General Aviation and Regional Airline aircraft were reported or estimated as performing no

flying during the year ended 31 December 2012, compared with 2,659 aircraft during 2011.

These statistics provide an insight into the specialised nature of aviation as both a recreational interest and as a commercial business.

The ability for Temora to promote it's community, highlight it's suitable climate, improve its facilities, as well as manage access costs for users will enhance Temora's role as a preferred choice for this dedicated group of aviation enthusiasts.

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#### 6. SMALL RURAL AIRPORTS

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There are 2,000 airstrips near towns and rural properties around Australia.

Most of the registered airport and aerodromes in Australia are very small; and, in addition, there are numerous much smaller facilities across the country, which are used for (more irregular) aircraft operations. These facilities, many of which are owned and operated by local councils, have little broader industry profile yet provide vital services to their communities. The majority of these smaller and dispersed facilities face considerable operational and financial pressures. While the maintenance and operational cost requirements for remote airports are often modest, they typically lack the scale to ensure they can be financially self-sustaining. As a result, a large share, if not most, have recurrent requirements for financial support by governments, either in a general sense or for specific works (eg to pave runways or install navigational lighting). In addition, some airports or airstrips are maintained and operated under non-commercial terms (mostly through local council ownership) to retain their strategic value to regional communities. The drive for greater efficiencies by RPT operators has also led to consolidation on many regional routes. Greater load factors have certainly benefitted some regional airports (and passengers) but it has meant that other facilities handle fewer and more irregular air services. In some cases, RPT services have ceased altogether which can have a more fundamental effect on sustainability.

Results from the State of the Industry Survey emphasise that there is a clear pattern between declining profitability and airport size. Key profit and loss statistics indicate:

- Around 95% of major and major regional airports reported profits.
- Only 55% of regional airports reported a profit.

- About 45% of remote airports recorded a profit.

This profitability pattern has been reflected in government policy settings. For instance, to support regional airports that are not commercially viable but provide essential social and economic value to their communities, successive Australian Governments have provided co-contribution grants under the Remote Aerodrome Safety Program (RASP).

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## 7. HERITAGE SIGNIFICANCE

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### *History of the Temora Airfield*

10 EFTS was formed on 1st May 1941 and was one of 12 elementary flying schools established in Australia. In the years prior, the site was home to the Temora Aerodrome, which was constructed as relief work in the wake of the 1930s depression. Commencing in 1939 the relief work employed an average of 40 men every day for 65 weeks. Workers came from Temora and surrounding areas.

Due to the Temora area's favourable climate and geography, following the outbreak of World War II the airport was controlled by the Royal Australian Air Force and in 1941 No. 10 Elementary Flying Training School (TENEFTS) was established to provide initial flight training for pilot graduates. This became the largest and longest lived of the schools established under the Empire Air Training Scheme, with more than 2500 pilots graduating between 1941 and 1946, and a peak of 97 Tiger Moth aircraft used for flying training.

From the 1st January 1941, construction began on the air school. The total project involved the construction of approximately 90 buildings, 6 Bellman Hangars, sports fields, car parks and petrol stations costing \$164,548. The project provided significant employment for the local area.

The school opened on the 1st May and the local community eagerly awaited the arrival of the first aircraft. Five brand new Tiger Moth aircraft arrived on May 11th. New aircraft continued to arrive after their construction in Richmond and by the end of 1941 there were 94 aircraft.

Following the war, in 1946 local veterans and pilots founded the Temora Aero Club, utilising a Bellman Hangar as a club house. Club members and other private citizens

have been instrumental in the improvement and development of the airport facilities. In particular, David Lowy, 1998 Australian Aerobatics Champion, who later founded the Temora Aviation Museum. Parts of Temora Airport, being the original hanger and a WWII ammunition bunker, are listed as heritage items in the Temora Local Environmental Plan 2010.

*Australian Warbirds Association Ltd*

The Australian Warbirds Association Limited (AWAL) was incorporated in 1989 as a non profit company to bring together aircraft owners, operators, restorers, maintainers, historians and enthusiasts to share their passion for ex-military aviation and to promote and preserve Australia's proud military aviation heritage.

Subsequently, with the advent of Limited Category, AWAL became the industry body to undertake self-administration of the category on behalf of CASA. The result is that Australians have more freedom to fly a greater variety of ex-military aircraft than practically anywhere else in the world.

Structure: AWAL is managed by a board of volunteer directors. The CEO and Director of Self Administration report to the Board.

Services provided by Australian Warbirds Association Ltd:

- Administers Limited Category aircraft on behalf of CASA.
- Provides systems of maintenance for various warbird types.
- Bi-monthly newsletters to keep members informed.
- Conducts seminars and training days for engineers, owners, and pilots of limited category aircraft
- Assists Warbird enthusiasts to get close to real Warbirds and their operators.

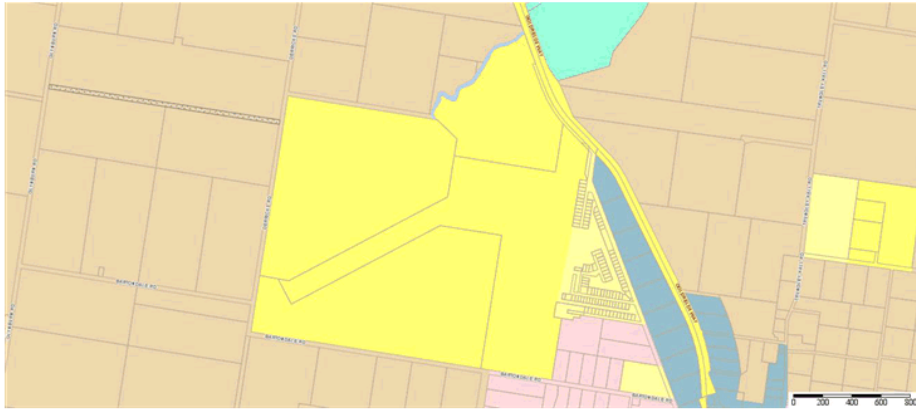


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*8. CURRENT PLANNING CONTROLS*

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Appendix Map 3 shows the zones applying to the airport precinct.



**Appendix Map 3: Temora Airport Precinct Land Zones**

**Zoning Key**

<b>Zone</b>	
<span style="border: 1px solid black; padding: 2px;">B2</span>	Local Centre
<span style="border: 1px solid black; padding: 2px;">B4</span>	Mixed Use
<span style="border: 1px solid black; padding: 2px;">B6</span>	Enterprise Corridor
<span style="border: 1px solid black; padding: 2px;">E1</span>	National Parks and Nature Reserves
<span style="border: 1px solid black; padding: 2px;">IN1</span>	General Industrial
<span style="border: 1px solid black; padding: 2px;">R1</span>	General Residential
<span style="border: 1px solid black; padding: 2px;">R5</span>	Large Lot Residential
<span style="border: 1px solid black; padding: 2px;">RE1</span>	Public Recreation
<span style="border: 1px solid black; padding: 2px;">RE2</span>	Private Recreation
<span style="border: 1px solid black; padding: 2px;">RU1</span>	Primary Production
<span style="border: 1px solid black; padding: 2px;">RU3</span>	Forestry
<span style="border: 1px solid black; padding: 2px;">RU5</span>	Village
<span style="border: 1px solid black; padding: 2px;">SP1</span>	Special Activities
<span style="border: 1px solid black; padding: 2px;">SP2</span>	Infrastructure
<span style="border: 1px solid black; padding: 2px;">W2</span>	Recreational Waterways

This land is zoned SP2 Infrastructure (Airport) under the Temora Local Environmental Plan 2010. The objectives of this zone are:

#### **Zone SP2 Infrastructure**

Objectives of zone:

- To provide for infrastructure and related uses.
- To prevent development that is not compatible with or that may detract from the provision of infrastructure.

The zone permits, with consent, development for the purposes of an airport including any development that is ordinarily incidental or ancillary to development for that purpose.

Land adjoining the Council owned land, also zoned SP2 Infrastructure, is privately owned and is used for agricultural purposes.

Temora Airpark Estate is zoned SP1 Special Activities – Business premises, Residential, Tourist and Visitor Accommodation, incidental with aviation. The objectives of this zone are:

#### **Zone SP1 Special Activities**

Objectives of zone:

- To provide for special land uses that are not provided for in other zones.
- To provide for sites with special natural characteristics that are not provided for in other zones.
- To facilitate development that is in keeping with the special characteristics of the site or its existing or intended special use, and that minimises any adverse impacts on surrounding land.
- To encourage the protection and careful management of roadside native vegetation and native habitats.

- To encourage a variety of business, residential and tourist accommodation land uses within the vicinity of the airport that are incidental to aviation.

The land zoned SP1 and SP2 covers approximately 400 hectares, in a mixture of Council and private ownership. Adjoining land is zoned for Primary Production, Enterprise Corridor and Large Lot Residential purposes.

The Temora LEP 2010 also includes the following clause to manage the interaction between proposed new development and the airport:

#### 6.7 Development in areas subject to airport noise

(1) The objectives of this clause are as follows:

(a) to prevent certain noise sensitive developments from being located near the Temora Airport and its flight paths,

(b) to assist in minimising the impact of aircraft noise from that airport and its flight paths by requiring appropriate noise attenuation measures in noise sensitive buildings,

(c) to ensure that land use and development in the vicinity of that airport do not hinder or have any other adverse impact on the ongoing, safe and efficient operation of that airport.

(2) Before issuing development consent to development on land in the vicinity of that airport, the consent authority:

(a) must consider whether the development will result in an increase in the number of dwellings or people affected by aircraft noise, and

(b) must consider the location of the development in relation to the criteria set out in Table 2.1 (Building Site Acceptability Based on ANEF Zones) in AS 2021—2000, *Acoustics—Aircraft noise intrusion—Building siting and construction*, and

(c) must be satisfied that the development will meet AS 2021—2000, *Acoustics—Aircraft noise intrusion—Building siting and construction* with respect to interior noise levels for the purposes of:

(i) if the development will be in ANEC contour 20 to 25—educational establishments, hospitals and residential accommodation, and

(ii) if the development will be in ANEC contour 20 to 30—public administration buildings, and

(iii) if the development will be in ANEC contour 25 to 30—hostels and hotel or motel accommodation, and

(iv) if the development will be in ANEC contour 25 to 35—business premises, office premises and retail premises, and

(v) if the development will be in ANEC contour 30 to 40—light industry.

(3) For the purposes of this clause, a reference to ANEF in AS 2021—2000, *Acoustics—Aircraft noise intrusion—Building siting and construction*, is taken to be a reference to ANEC.

(4) In this clause:

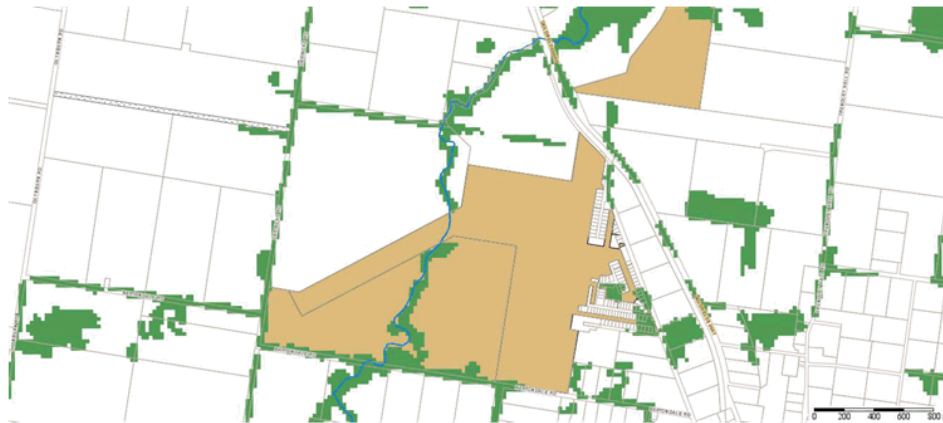
**ANEC contour** means a contour on the Australian Noise Exposure Concept 3 Map for Temora Airport, a copy of which is available for inspection by the public during office hours in the office of the Council.

Development in the airport precinct is also controlled by the **Temora Shire Development Control Plan 2012**, which includes a chapter titled “Temora Airpark Estate”. This chapter has the objectives of:

to:

- ensure that the Temora airport’s operation is enhanced and not compromised by any development within the subdivision
- provide guidelines/standards to existing owners and prospective purchasers of land, to ensure a satisfactory standard of development is maintained
- assist applicants in the compilation and submission of development applications
- establish overall guidance for environmentally sensitive and sustainable development in this area
- achieve an overall high level of amenity through building design, landscaping and fencing that are compatible with these principles as set out in this Plan

Appendix Map 4 shows the land constraints that apply to the Temora Airport precinct.



#### **Appendix Map 4: Temora Airport Constraints Map**

Appendix Map 4 indicates the location of heritage items (shown beige), sensitive biodiversity (shown green) and sensitive waterways (blue line).

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### *9. AIRPORT FACILITIES*

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Current aviation facilities provided at Temora Airport are:

- Automated Weather Station
- Avgas and Avgur Refuelling Facilities
- Bellman Hangar with Aero Club Annex
- Former Terminal Building
- Private Hangars
- Airport lighting

- Emergency and firefighting facilities
- Aerial application aircraft loading facility
- Access roads and car parks
- Accommodation

In addition, there are two weather cameras located at the Temora Aviation Museum.

#### *Automatic Weather Station(AWS) – Bureau of Meteorology*

The Bureau of Meteorology has established an automated weather station to the west of Runway 18/36. This is an Aerodrome Weather Information Service (AWIS), currently broadcast on VHF. This AWS has the capability of providing continuous wind and weather information for pilots and is also accessible by telephone.

The AMS provides real time information such as temperature, humidity, wind speed and direction, pressure and rainfall. However, it does not provide information such as cloud cover or visibility.

There is no Aerodrome Forecast (TAF) for Temora Airport. This is a significant hindrance as this prohibits Temora's use as a landing area for passenger aircraft, which would otherwise be able to land using Temora's substantial runway. The lack of TAF also reduces the reliability of Temora Airport as a landing destination for both visiting aircraft and those planning flights that pass over Temora.

Council and other stakeholders will press for the reinstatement of Aerodrome Forecasting from Temora Airport for these reasons.

#### *Fuel supply*

Temora Airport is currently equipped with a 28 000 litre avgas storage and fuel dispenser adjacent to the general aviation apron. This fuel facility is operated by Aero Refuellers. Fuel is available 24/7 via swipe card. The facility has an above ground storage tank.

A second supplier has commissioning facilities to sell Avgas and Avtur fuels. These facilities are also available 24/7 by electronic swipe card.

Temora is used as a stopping point for refuelling by local and visiting pilots, as well as jet fuel used by the Rural Fire Service and the South Care Helicopter.

The Temora Aviation Museum has its own avgas and JET A1 storage adjacent to the avgas storage area, however, except in emergencies these fuels are not available to the public. The Temora Aviation Museum dispenses both avgas and JET A1 with two mobile refuelling tankers. A bunded area is required for the parking of fuel tankers.

Any intended development within 200 metres of the fuel storage areas will need to consider exclusion zones around flammable liquids. Specialist dangerous goods advice is required prior to consent.

#### *Bellman Hangar with Aero Club Annexe*

The Temora Aero Club currently operates from premises located in a two storey annex on the western side of the Council owned Bellman hangar. Whilst this location is convenient and operationally efficient, it does require all visitors to traverse the aircraft apron for access. A risk assessment of this access is necessary to manage continued use of this access into the future.

#### *Former Terminal Building*

The former terminal building is located on the northern end of Harding Street, with access via Tenefts Street. It is a rectangular building, approximately 25m x 7m, and features a polished timber floor, toilets and showers, with a corrugated iron roof and clad walls.

The Temora Flyers Inc currently leases the former Temora Airport Terminal for the purpose of club meetings and events. The building also serves as an outing destination for Pinnacle Services, the community organisation of Council that provides services for people with a disability.

Council intends to maintaining its links with Temora Flyers Inc in their work to promote additional aviation events and visitation to Temora

#### *Private Hangars*

Private hangars are provided as part of the Airpark Estate. The earliest stage of the estate provides hangar development only. The following stages provide house and hangar development.

*Airport lighting*

Lighting at the airport includes pilot activated runway light, lighting of existing buildings at the airport and street lighting within the caravan park and residential estate.

*Emergency and firefighting facilities*

Facilities for helicopter landing, tank water supply and communications are available onsite.

*Aerial application aircraft loading facility*

A separate loading area has been developed by Council for the purpose of safely and efficiently loading aircraft used for aerial agricultural purposes, including spraying and fertiliser spreading.

*Access roads and car parks*

Access to Temora Airport is through Tenefts Street. Airport parking is available in Harding Street, adjacent to the Temora Aero Club and former Terminal building. Tourist visitors can access cabins, caravan and tent sites using Tigermoth Avenue.

Parking is available for 100 vehicles at the Temora Aviation Museum, including six disabled parking spaces, using Tom Moon Avenue.

*Accommodation*

There is a range of onsite accommodation at the Temora Airport.

- **Caravan Park**

A high quality caravan and camping park has been developed at the Airport to cater for visitors to Temora. The camping area has modern amenities and a fully fitted shelter/kitchen with electric BBQ, hot water and refrigerator.



The land available at Temora Airport for caravans and camping, with associated amenities and open space is shown by Appendix Map 5 below:



- - - Main caravan park    - - - Overflow caravan park

#### Appendix Map 5: Airpark Caravan Park site

- **Airpark Cabins**

The Airpark Cabins are a staged development being undertaken by Council, designed to provide accommodation for visitors to Temora. The site is shown by Appendix Map 6. Council has completed Stage One, which consists of four cabins. Two cabins (Cabins 2 and 3) are self-contained with two bedrooms, bathroom, kitchenette, air conditioners and lounge area. Cabin 2 has a disabled access bathroom. Cabins 1 and 4 are known as bunkrooms, interconnecting with cabins 2 and 3 respectively, containing bunk beds to sleep up to 7 people, bar fridge, air conditioner and sink. No bathroom or cooking facilities are included in Cabins 1 and 4.



**Appendix Map 6: Airpark Cabins site**

The plans include approval for the construction of additional self-contained cabins, consisting of Stage 2, comprising two x two bedroom cabins and a three bedroom cabin. Stage 3 would consist of 4 cabins, identical to Stage 1. The final construction layout would be in a “U” shape, with a grassed area facing Tenefts Street.

In addition, the Temora Aviation Museum has its own onsite cabins, known as Sky Lodge, available for use by visitors to Temora.

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#### *10. CURRENT OPERATION LEVELS*

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It is estimated that there are around 15,000 take offs and landings per year at Temora Airport. Predominantly these are local, with both take-off and landing in Temora.

Recent data collected provides the following picture of operation levels at Temora Airport, as shown in Appendix Table 1.

- *Aircraft movement data*

<b>Month</b>	<b>Aircraft movements (incl. Landings, Touch and Go, Stop and Go and Practise Approaches)</b>	<b>Aircraft landings only</b>	<b>No. MTOW Category 1000kg or more</b>
September 2015	298	208	66
October 2015	843	670	155
November 2015	870	702	296
December 2015	693	467	139
January 2016	729	624	192
February 2016	408	330	91
March 2016	653	481	171
April 2016	552	401	106
May 2016	470	377	111
June 2016	521	372	107
July 2016	820	586	351
<b>Total</b>	<b>6857</b>	<b>5218</b>	<b>1785</b>
<b>Average/month</b>	<b>623</b>	<b>474</b>	<b>162</b>

**Appendix Table 1: Aircraft Movement Data from Temora Airport (Avdata, 2015/6)**

- *Timing of peak operations*

The vast majority of aircraft movements at Temora Airport occur during daylight hours. Only a few aircraft movements each month occur at night.

- *Seasonality of operations*

Table 1 indicates that during the year, the highest level of aircraft movements occur in Summer, which relates to peak gliding season and Winter, which relates to demands for agricultural use.

- *Aircraft types using airport*

As shown by Table 1, the majority of aircraft using Temora Airport are lighter aircraft, weighing less than 1000kg. Mostly between 20 – 30% of aircraft movements will be aircraft weighing more than 1000kg each month. The exception is in the peak agricultural season in July where 43% of aircraft movements are aircraft weighing more than 1000kg.

- *Origin and destination data*

Flights originating from other airports are generally registered with Airservices Australia. Over the past 12 months, the number of landings per month from outside airports has varied from as low as 3 to as high as 78 flights, but is generally around 20 landings.

- *Approach procedures (non-instrument, non-precision, precision)*

Temora Airport offers the options of non-instrument (visual), non-precision (horizontal guidance) and precision (horizontal and vertical guidance). As the non-directional beacon has been removed, pilots can use Global Positioning Systems (GPS) to guide their approaches to Temora Airport.

- *Gliding*

Gliding has long been associated with Temora and there is a high representation of gliding enthusiasts amongst Airpark Estate residents. Gliding activity brings many benefits to Temora and the local economy, with a high number of visitors attending summer camps and competitions.

- The main gliding times are November to March.
- During 2015-16, there were approximately 1290 Gliding movements during the November - March period
- During the main gliding period there are approximately 50 regular visitors who visit and fly in Temora each year
- During the peak gliding time from end of December until the end of January there is a Christmas Camp each year, with often up to 35 or more visitors at any one time, with an average stay of 10—14 days

- Visitors advise that they spend \$110-\$200 per day each, depending on which type of accommodation they have
- Several small groups come at other times and may stay for several days

Every third year Temora Gliding Club also hosts the NSW State Gliding Championships. This usually attracts 40—50 entrants and about 60-70 people and the lasts for 7—10 days. This is in addition to the Christmas Camp activity

Temora has the reputation as one of the very best gliding sites in this country, if not the best. As a result of so many people visiting Temora to fly gliders, about 14 gliding enthusiasts have now purchased blocks in the Aviation Estate.

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### *11. AIRPARK ESTATE AND AIRPORT TOURISM*

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#### **Airpark estate**

In the mid 1990's, Temora Shire Council began development of Stage 1 of the airpark estate offering house and hangar and commercial lots with taxiway to the runways. Since the completion of Stage 1, Stages 2 and 3 have commenced and construction of for Stage 4 is complete, with lots offered for sale.

The major challenge in the development of the airpark estate has been the costs associated with the provision of water, sewerage, electricity and telecommunications. Major upgrades have been required to extend these services to the site. Together with the construction of roads and drainage, the total development cost for Stages 2, 3 and 4 is of the order of \$3 million.

These costs are being met through sales and a net surplus should result at the successful completion of the project. It should be noted however that the sale of allotments will be spread over a number of years and that the momentum established in the initial phase of development must be maintained.

The development and sale of the airpark estate will add to the current Shire rate base and introduce a number of new businesses into the region.

#### **Airport Tourism**

In November 2004, Temora Shire Council, in partnership with the Temora Aviation Museum and the Federal Government, completed a \$3.8 million upgrade to the airport, opening a 2,040 m (6,690 ft) runway 05/23. The runway allows the airport to handle larger and heavier aircraft, up to regional airline aircraft size, which is of major

significance to the Temora Aviation Museum, and provides more flexibility for aircraft operations at night and in variable wind conditions. The development of this runway has, over time, significantly changed the regional aviation context and presents opportunities for economic development in an area where the weather is conducive to flying all year around.

The role of domestic and international tourism in the economy of regional areas should not be underestimated.

For Temora Airport, this tourism includes:

- Light aircraft pilots wishing to visit Temora and stay overnight
- Recreational Vehicles (RVs) and caravanners who include visiting the Temora Aviation Museum and rural NSW within their round trip.
- Other recreational activities and events associated with Temora Airport

Existing tourist attractions at the Temora Airport are:

#### *Temora Aviation Museum*

The most recent **Warbirds Downunder** event at the **Temora Aviation Museum** in 2018 attracted around 20,000 visitors to Temora, providing both a local and regional tourism boost. The next Warbirds Downunder will be held in 2020.

In 2016, Temora Aviation Museum (TAM), which is open to the public 361 days per year, was rated by online tourism site TripAdvisor as one of the top 25 museums to visit in the Pacific.

Visitation to the Museum includes those wishing to view the static displays or attend one of the flying events such as Aircraft Showcase. Other events hosted by TAM attract groups of visitors that would not otherwise visit the region. On average TAM hosts 40,000 visitors per annum on a year when the biennial Warbirds Downunder is held and 20,000 per annum during other years. This is a mixture of day trippers, overnight and weekend visitors.

The attendance figures from Warbirds Downunder 2015 when used in conjunction with statistical data identified in Tourism Research Australia's – National Visitor Survey (YE Sep 2015) determine that the economic benefit of Warbirds Downunder to the local and regional economy was \$6.375m.

The research shows that:

- Overnight visitors spend \$162 per person per night and stay an average of 2.3 nights in Temora equating to \$373.
- Day-trippers spend \$164 per person per day

The Temora Aviation Museum provides an interesting local attraction for locals to show visiting friends and relatives, which is one of the largest markets for Riverina tourism. In addition, the museum supports many local community organisations through donations in return for the supply of volunteer cooking and serving staff at the Mess Hall canteen, which is open on showcase days.

The Temora Aviation Museum has also hosts a unique warbird photography workshop known as Shoot! several times a year, with an internationally acclaimed photographer. Around 15 participants attend three day workshops, tailored to beginner, intermediate or post-production photography of aircraft. Attendees enjoy local accommodation and meals as part of their workshop.

The Temora Aviation Museum employs 12 fulltime staff, 2 part time staff and 2 casual employees. Roles include Chief Executive Officer, General Manager, Aircraft Engineers, Administration, Reception and Maintenance. Outside of this, the museum regularly has contractors and consultants on site to assist in many different areas of the Museum's operation including, aircraft engineering specialists, accounting, facility maintenance (including electricians, plumbers) and facility construction projects (fabricators). The large majority of contractors employed by the museum are not local residents with many of them travelling from Sydney or Melbourne. Therefore, this generates demand for overnight accommodation in Temora. More than 40 Volunteers are employed by the Temora Aviation Museum.

#### *Temora 1000*

The Temora 1000 (T1000) is promoted as Australia fastest runway race.

The event is a motor vehicle sprint from a standing start for 1000 metres, with time and speed recorded. It is organised and run by New South Wales Commodore Club

(NSWCC). This is a not for profit organisation made up of a group of friends with a love of motorsport.

It took two years to stage the first T1000. Confederation of Australian Motor Sport (CAMS) required the event to adhere to stringent guidelines to meet their approval. Temora was chosen, as the runway is of suitable length and in excellent condition. In addition, the TAM venue, with the ability to cater for events, creates an ideal location.

The T1000 was the first event of its' type since the laws changed in 2001 and since, a few other 1000m sprint events have emerged. However, none of these events are CAMS sanctioned, making the T1000 an event of even greater prestige.

Entrants come from all over Australia, but largely from NSW and Victoria.

There are usually around 100 entrants, and each entrant usually will have at least one person with them.

Most participants stay in the local motels, and the Terminus Hotel is used as a hub, with a meet and greet on the Friday night, and a presentation dinner on Saturday after the event.

This event, for a minimum of two nights, brings at least 200 people to Temora for meals, fuel, accommodation and other local spending.

Marketing of the event is through the event website and social media. There are plans to include a second event in town, in consultation with Council.

#### *Other uses*

Temora Airport has also hosted other uses of its runway, including motorsport vehicle testing and commercial filming, which also generates local tourism income.

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### *12. DETAILED BUDGET*

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Council's function budget specifies **an income estimate of \$7,000**, to be received from in rental fees. This income is expected to continue into the foreseeable future, at a similar level each year, indexed to inflation.

Council charges a fee of \$396 (including GST) per day for access to the airport for agricultural purposes. The fee is charged to the business operating the aircraft. For each access day, a representative of the business operating the aircraft is required to sign their agreement to operate their aircraft in accordance with Councils' procedures



governing loading location and ensure that all ground crew and truck drivers understand and comply with Council procedures. Due to demands for agricultural use of the airport being predominantly limited to when Temora and surrounding areas experience a wet winter, preventing weed spraying and fertiliser spreading by ground application, this income is variable.

The airport has a **maintenance budget of \$278,270 for the 2018-19 financial year**. Budget estimates for the next eight years estimate an increase in budget allowance up to \$309,335 in 2024-25. This maintenance budget includes operational costs, such as lighting for night landings. The maintenance funding allocated by Council is considered in the Asset Management Plan to be sufficient to maintain the current overall condition of the airport over the next 10 years.

The budget of the Airpark Tourist Park is included with the Temora Caravan Park on Junee Road. The 2018-19 budget estimates an income of \$178,825, with operating expenses of \$198,330, which is an overall shortfall of \$19,505.

The fundamental purpose of the Aerodrome Asset Management Plan (AAMP) is to improve Council's long-term strategic management of its aerodrome assets in order to cater for the community's desired levels of service in the future. This will be undertaken in accordance with Council's key strategic documents and demonstrates reasonable management in the context of Council's available financial and human resources.

The AAMP achieves this by setting standards, service levels and programmes that Council will develop and deliver. The standards and service levels have been set in accordance with user needs, regulations, industry practice and legislative codes of practice. Appendix Table 2 details the value of airport assets.

Asset category	Replacement Value	Written Down Value
Aerodrome land	1,408,908	1,408,908
Buildings (7)	2,267,420	1,782,165
Runways, Taxiways & Hardstand	1,528,764	1,043,096
Electrical, Lighting, other equipment/facilities	188,736	140,486

<b>TOTAL</b>	<b>5,393,828</b>	<b>4,374,655</b>
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**Appendix Table 2: Temora Airport Assets Value**

This income and expenses is summarised in Appendix Table 3 below:

<b>Year</b>	<b>Income (\$)</b>	<b>Expenses (\$)</b>
2015-16	9,737	240,935
2016-17	9,981	247,692
2017-18	10,230	254,658
2018-19	10,485	261,814
2019-20	10,748	269,179
2020-21	11,016	276,757
2021-22	11,292	284,559
2022-23	11,574	292,580
2023-24	11,864	300,839
2024-25	12,160	309,335

**Appendix Table 3: Airport Resourcing Strategy summary**

In addition to the maintenance expenses, the budget allocates funds for non-operating income and expenses, in the form of specific projects. The sale of lots in the Airpark Estate is the source of income. Expenses associated with developing the estate are estimated. This income and expenses and their estimated timeframes are summarised below in Appendix Table 4.

<b>Year</b>	<b>Income (\$)</b>	<b>Expenses (\$)</b>
2015-16	320,000	Airport Master Plan: 20,000 Seal around fuel facility cover: 33,000

		Cost of Airpark Estate Assets sold: 139,037
2016-17	320,000	Seal car park eastern side of Aero Club: 5,612 Development of Airpark Estate: 250,000 Cost of Airpark Estate Assets sold: 139,037
2017-18	320,000	Cost of Airpark Estate Assets sold: 139,037
2018-19	320,000	Cost of Airpark Estate Assets sold: 139,037
2019-20	320,000	Reseal taxiways: 41,801 Cost of Airpark Estate Assets sold: 139,037
2020-21	320,000	Reseal taxiways: 56,109 Development of Airpark Estate: 250,000 Cost of Airpark Estate Assets sold: 139,037
2021-22	320,000	Reseal taxiways: 36,619 Cost of Airpark Estate Assets sold: 139,037
2022-23	160,000	Cost of Airpark Estate Assets sold: 34,759
2023-24	0	Strengthen apron and level depressions: 181,273
2024-25	0	Strengthen apron and level depressions: 185,130

**Appendix Table 4: Airport Non-Operating Income and Expenses**

**3.8 PROPOSED REZONING REQUEST SPRINGDALE****File Number:** REP19/343**Author:** Town Planner**Authoriser:** Director of Environmental Services**Attachments:** 1. Letter rezoning request 6168 Burley Griffin Way Springdale**REPORT**

Council has received correspondence from the owners of land at 6168 Burley Griffin Way, requesting that Council consider rezoning their land, and a reduction in the minimum lot size, in order to support the construction of a dwelling. The applicants are proposing that the minimum lot size be four hectares. Currently the land is zoned RU1 Primary Production, with a minimum lot size of 40 hectares. The subject property is in two parcels, with Lot 184 being 4.76 Ha and Lot 185 being 5.31 Ha.

The owners contend that the land is not appropriate for primary production, due to its small size and extremely poor soil. The applicants advise that it is their opinion that the zoning and minimum lot size change would not impact upon the local agricultural industry, and that there is no land use conflict with an existing piggery, located approximately 2km from the subject land.

The owners state that larger lots provide lifestyle opportunities for new residents, and the properties are well serviced with access to town water, electricity and road access that does not require an additional access from Burley Griffin Way.

The owners are questioning the RU1 Primary Production zoning and question why Aria Park village has some R5 zoned land, whilst Springdale village does not.

**Discussion**

The background to this situation is that in 1999, the previous Temora Local Environmental Plan (LEP) provided for a two year sunset provision that allowed application for the construction of a dwelling on rural small holdings that were less than 40 hectares. These concessions lapsed on 21 June 2001, and at that time the previous owners did not seek consent to construct a dwelling.

The current owners highlight that there are several nearby, similar sized lots that do have dwellings constructed. However, these owners are likely to have constructed these dwellings under the previous entitlements of the LEP.

Despite this, the applicants do make valid points that this land, immediately adjoining Springdale village, does possess significant constraints to agricultural production due to its poor soil and that its usage as a lifestyle property may be a more appropriate use. If development was controlled, it may be possible for this to occur without impacting on the ability of nearby higher value agricultural land to continue to be used for agricultural purposes. It is correct that there is some land zoned R5 Large Lot Residential, approximately 18 hectares, which is located on the western fringe of Aria Park. However, this area remains mostly undeveloped, despite this zone.

The applicants propose that the subject land be zoned Large Lot Residential. However, Council must note that any rezonings must be considered at a strategic level, not just for the benefit of an individual land owner. Therefore, if Council were of the mind to consider this further, Council would need to consider rezoning a larger area of land adjoining Springdale village for this purpose. As a significant proportion of this land is already used for low density rural living, the number of additional dwelling entitlements would likely to be relatively small.

In addition, as the minimum lot sizes for other Large Lot Residential areas on the fringes of Temora and Aria Park have a minimum lot size of one or two hectares, there is also the potential to consider the introduction of another zone, namely RU4 Primary Production Small Lots, in order to differentiate the purpose of this area, with a lower density of development. This zone is already used in Cootamundra, with minimum lot sizes of both 2 hectares and 5 hectares available, as well as a Large Lot Residential zone.

The introduction of the RU4 zone could be used to cater for demand for a different type of lifestyle housing, where the intended usage is low density development, but in a more rural setting than the Large Lot Residential estates that already exist. There is a need for this type of development to be located on lower productivity agricultural land, in order to reduce land use conflicts and avoid artificially increasing land values with the creation of additional dwelling entitlements on high productivity land.

Council officers are in favour of supporting opportunities for additional residents to live in Temora Shire, and of the need to cater for a variety of lifestyles, whilst managing demand on Council servicing requirements and potential land use conflicts. This type of low density rural lifestyle development is a market that currently has limited opportunities in Temora Shire, so it is appropriate that this be considered further by Council.

#### **COMMITTEE RESOLUTION 36/2019**

Moved: Cr Kenneth Smith

Seconded: Cr Dale Wiencke

That the Committee recommend to Council to:

1. Consider this request further at a future Councillors residential land use workshop.

**CARRIED**

***Report by Claire Golder***

69775

S

Mr Gary Lavelle  
General Manager  
Claire Golder and Councillors  
Temora Shire Council  
Loftus Street  
Temora NSW 2666

Dear Gary , Claire and Councillors,

**RE: Considerations to the update of Temora Shire LEP and Dwelling Entitlement 6168 Burley Griffin Way Springdale (Lots 184 & 185 DP 750603)**

We write to you in regards to the properties, Lot 184 and Lot 185 DP750603 Wullundry Road Springdale NSW 2666, purchased by ourselves on April 09, 2018.

We are currently seeking the approval of Temora Shire Council and the NSW Department of Planning and Environment to obtain Re zoning and a Dwelling Entitlement on each of these lots.

We understand that in doing so, the listed properties and surrounding properties would need to be rezoned from their current zoning of *RU1 Primary Production* with a minimum lot size of 40 hectares to construct a dwelling, to *R5 Large Lot Residential* with a minimum lot size of 4 hectares to construct a dwelling.

In the past the properties were used for minimal grazing as they were previously part of an existing hobby farm. Since purchasing the land we have, at times, used the land for grazing for a small number of livestock.

We believe that this land is not appropriate for primary production for two main reasons;

Firstly, these properties are very small in comparison to those used for farming and agricultural purposes. Lot 184 and Lot 185 have a combined size of 10 Hectares. We believe that properties this size is far more suitable for a zoning allowing a lifestyle block with a dwelling.

Secondly, this land is not prime farming land, being extremely poor, having no topsoil for pastoral or cropping purposes. This land is ideal for residential housing because it has a gravel base that is well drained. Both properties are surrounded by other similar sized properties, all with occupied dwellings as they are located on the very edge of the village.

These reasons suggest that rezoning the land and providing dwelling entitlements will not impact on the local agricultural industry.

There is a piggery situated approximately 2.0km from the Lots 184 and 185. The piggery has not had any previous environmental complaints against it as the wind rarely blows into the direction of the village from the piggery.

We feel that as a small community we are always very happy to welcome new members to our village, however there is no land available in our area that provides an owner with a unique lifestyle sized block in which they could build a home and still have room for other infrastructure such as sheds, water tanks, stables and other hobby farm amenities

Both properties have dual road frontage to Burley Griffin Way and Wullundry Road. The existing access from Wullundry Road would be most appropriate and would cause no cost to the RMS or Temora Shire Cost. The power lines already run through both blocks and the water supply is also nearby.

Temora shire is amidst a growth in population. These properties offer many characteristics that are not available elsewhere in this area.

Properties this size are highly desirable and upon research we have found no other blocks this size currently available on the market in and around Springdale.

As there is several properties in this area that are on around 4ha of land, we ask why the zoning RU1 was given and not a R5 large lot residential zoning, as was given to parts of Aria Park.

Your considerations will be much appreciated and we look forward to your response.

Kind regards

March 22, 2019

### 3.9 DRAFT TEMORA FLOOD STUDY

**File Number:** REP19/346  
**Author:** Town Planner  
**Authoriser:** Director of Environmental Services  
**Attachments:** Nil

#### REPORT

##### Background

In January 2018, Council commenced the preparation of the Temora Flood Study. Council officers have been assisted by specialised flood consultants, Water Modelling Solutions, throughout the project, as well as the Senior Floodplain Management Officer from the NSW Office of Environment and Heritage (OEH), which has substantially funded the project. The study area comprises the town area of Temora, including the immediately surrounding catchment, which includes Trigalong Creek, however does not include wider rural lands or villages.

The project is overseen by the Temora Floodplain Risk Management Committee, which comprises Cr Oliver, Cr Wiencke, Engineering Technical Manager, Town Planner and representatives from OEH, State Emergency Service, Department of Planning and Environment and community representatives.

##### Draft Temora Flood Study preparation

The preparation of the Draft Temora Flood Study has included community consultation, involving a survey completed by members of the community, who were able to pass on their local knowledge and photographs of recent and historic flood events in Temora. This information, along with knowledge gathered from the Committee, was used to develop and calibrate the models of projected flood events for Temora. The models calculate projected runoff as a result of catchment conditions, as well as estimating flood levels, depth, velocities and extents generated from the catchment conditions and the projected runoff. The models were then tested against the observations of the 2012 and 2016 flood events in Temora, in order to calibrate flood behaviour.

Following the historical flood simulations, the design flood simulations were carried out to determine the flood behaviour across the study area through a range of statistically-based rainfall events. These events ranged from the 0.2 exceedances per year (around 18% chance) event per year, 10%, 5%, 2%, 1%, 0.5%, and 0.2% annual exceedance probability and the Probable Maximum Flood event. The 1% annual exceedance probability is also known as the 1 in 100 year event. Once adopted, information regarding the 1 in 100 year event is then used to guide the assessment of future development applications and is also reported on Planning Certificates.

##### Public exhibition

The draft Temora Flood Study is now in a suitable format that it may be publicly exhibited. Due to the size of the document it is provided under separate cover to Councillors. Consultants from Water Modelling Solutions are scheduled to address Council regarding the draft flood study prior to the April Council Meeting.

It is proposed that the Temora Flood Study be publicly exhibited for at least 28 days, with the outcomes of the public exhibition reported to a future Assets and Operations Committee Meeting and Council Meeting.



**COMMITTEE RESOLUTION 37/2019**

Moved: Cr Dale Wiencke

Seconded: Cr Kenneth Smith

That the Committee recommend to Council to:

1. Receive the Draft Temora Flood Study,
2. Place the Draft Temora Flood Study on public exhibition for a period of no less than 28 days, and
3. Receive a future report on the outcomes of the public exhibition

**CARRIED**

*Report by Claire Golder*

**3.10 PARKING OUTSIDE TEMORA PODIATRY**

**File Number:** REP19/350  
**Author:** Senior Engineering Technical Officer  
**Authoriser:** Engineering Technical Manager  
**Attachments:** 1. Parking Correspondence  
 2. Parking Request

**REPORT**

Council in receipt of correspondence (*attached*) have initially responded by letter to inform that the parking bay line was maintenance patched over and was overlooked for re-instatement following. This matter has now been addressed however this report is to consider the request for parking bays outside of Temora Podiatry signposted as 2 hour parking (8:00am-6:00pm).

The reason for this request is due to the neighbouring business having workers parking outside the podiatry business for extended timeframes even following Councils Engineering Department sending a letter to the neighbouring business to advise of the highlighted parking concerns.

Councils Engineering Department has reviewed the parking and determines that ample parking is available, correspondence previously sent to the neighbouring business to aid in preventing their workers utilising parking bays outside Temora Podiatry and that the semi-detached property adjoining the Temora Podiatry business premises is a private residential dwelling.

**Budget Implications**

Item	Quantity	Unit Cost	Total
Parking Signs	8	\$25 / each	\$200
Posts and Brackets	4	\$20 / each	\$80
Installation Cost – 3 hrs	2 staff / 1 vehicle	\$105 / hour	\$315
<b>TOTAL</b>			<b>\$595</b>

**COMMITTEE RESOLUTION 38/2019**

Moved: Cr Kenneth Smith

Seconded: Cr Nigel Judd

That the Committee recommend to Council to advise the applicant that if parking signs are installed they will be at their cost.

**CARRIED**

**Report by Alex Dahlenburg**

## Correspondence Received

7<sup>th</sup> March 2019

Dear Sirs,

I am writing to request clarification regarding parking at the front of our property at 90 Hoskins Street, Temora. The building now occupied by Temora Podiatry.

I previously requested a handicapped parking space allocation but this request was declined, since then some road works have been completed at the front of the premises and some of the lines to mark parking spaces have not been renewed, as a result some of the clients are parking closer to Intersales and walking further to attend their appointments as they think that no line means it is not a parking space and they might get "booked". For frail/aged clients, many of whom are on walking frames, this can be quite a struggle in heat and rain.

The space at the front of the clinic is also often used by staff from the adjacent business to park their own cars or cars that have been in the workshop and are awaiting pickup by owners, this once again inconveniences elderly Podiatry clients.

Could you please clarify whether the unmarked space closer to our driveway is a legal parking space, if it is could the line be repainted so clients know they can park there as it is much more convenient to walk up the driveway to access the ramp into the building. Would it be possible to have a 2 hour parking zone allocated to the section the roadside at the front of the building, this would then deter workers from leaving vehicles parked in front of the clinic during business hours and elderly and handicapped residents would be able to access the clinic more easily?

Yours truly,

90 Hoskins Street



Requested Signage – Location 1 of 2



Requested Signage – Location 2 of 2



**3.11 TEMORA GIRL GUIDES - DEFIBRILLATORS**

**File Number:** REP19/368  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** 1. Temora Girl Guides

**REPORT**

Council is in receipt of correspondence from Temora Girl Guides to see if Council would apply for 2-3 defibrillators through a grant that could be loaned for community events.

Also if a map of where defibrillators are located in the shire.

**COMMITTEE RESOLUTION 39/2019**

Moved: Cr Kenneth Smith  
Seconded: Cr Dale Wiencke

That the Committee resolved to recommend to Council to apply for grant funds to purchase two defibrillators.

**CARRIED**

**Anne Rands**

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**Subject:** FW: Community Defibrillators

-----Original Message-----

From: Temora Guides [<mailto:temoraguides@gmail.com>]

Sent: Friday, 29 March 2019 11:14 PM

To: Temora Shire Council

Cc: Claire Golder

Subject: Community Defibrillators

I noticed that there has been recent promotion about grants for defibrillators. The grants seem to be targeted at councils and sporting groups.

I was wondering if it would be a good idea for council to apply for 2-3 defibrillators that could be loaned out for one off events such as Temora West Fete, school camps, Girl Guide camps, raft race, BnS Ball or Carols by Candlelight where, due to the size or remoteness of the event, a defibrillator would be handy to have on hand. There would be minimal use at other times during the year so perhaps a shared device might be the answer.

Also it would be handy to have a local map of where defibrillators are located within our community. It would be good for the Guide Hall to have a reference to where the nearest devices are eg at the ExServices Club in the foyer. That way businesses and services can locate one quickly if needed and if ambos are a while off arriving.

Just thoughts to consider.

Regards

Alison Davy  
District Manager  
Temora Girl Guides

Sent from my iPhone



**3.12 BIG RIVER ENTERTAINMENT - 2019 COUNTRY MUSIC FESTIVAL**

**File Number:** REP19/370  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** 1. Big River Entertainment

**REPORT**

Correspondence has been received in relation to the 2019 Temora Country Music Festival. The organisers are seeking continued support from Council in regards to providing the following:

- 1 – Two bedroom self-contained cabin Thursday 21 November to Sunday 24th November at the airfield caravan park
- 1 – Powered site from Thursday 21 November to Sunday 24 November (inclusive) at the Temora Caravan Park

Free parking at the Recreation ground for self-contained vans from Wednesday 20<sup>th</sup> November to Sunday 24<sup>th</sup> November 2019

**COMMITTEE RESOLUTION 40/2019**

Moved: Cr Kenneth Smith  
Seconded: Cr Claire McLaren

That the Committee resolved to recommend to Council to approve their requests as above.

**CARRIED**

69883  
28<sup>th</sup> March 2019  


**FROM :**

Rosalynne Giles  
Big River Entertainment  
PO Box 8, Temora 2666  
ph: 0408 597307 rozbigriver@gmail.com

**TO :**

Mr Gary Lavelle  
General Manager, Temora Shire Council  
PO Box 262, Temora 2666  
0428 216057 glavelle@temora.nsw.gov.au

**RE :**

2019 Temora Country Music Festival [www.temoracmf.com](http://www.temoracmf.com)

Hi Gary,

Temora Country Music Festival number seven is only eight months away so I am now organising the final accommodation details for the visiting artists.

Owing to it's popularity, the Thursday Afternoon Tea and Concert at the Bundawarra Centre will continue to remain as part of the extended program.

It has become quite a substantial fund raiser for the Centre.

Each year visitor numbers have increased and according to the survey sheets, a lot of the visitors are selecting to come a few days prior to, or stay a few days after the festival to enjoy more time in and around Temora. We already have visitors booked in from the Monday prior.

As always, the main aim of the festival, is to provide a variety of professional and quality entertainment for locals and visitors whilst generating extra business and awareness for Temora and district. I feel this is certainly being achieved.

I would like to thank the Temora Shire Council for their assistance and support in past years by providing some artists accommodation and also providing a clean, level "free parking" area at the Temora Rec Grounds for fully self contained units. This is always much appreciated by all.

The Temora Ex Services Club continue to provide payment for all of the artists and accommodation for most of the artists.

We would be most grateful if the Temora Shire, could once again, provide some accommodation for a few of our visiting entertainers.

A 2 bedroom self contained cabin for Thur 21<sup>st</sup> - Sun 24<sup>th</sup> (inclusive) November 2019 at the Airfield Caravan Park and one powered site for Thur 21<sup>st</sup> - Sun 24<sup>th</sup> (inclusive) November 2019 at the Temora Caravan Park.

Also, for our fully self-contained visitors, the "free parking" area at the Recreation Grounds from Wed 20<sup>th</sup> – Sun 24<sup>th</sup> November 2019.

We will direct the one or two nighters, or those who come a couple of days prior to Wednesday 20<sup>th</sup>, to the Railway Precinct Free Camping area.

In closing I would like to thank you for your time and consideration once again.

Please contact me if there is any other information you require.

*Roz Giles*

**3.13 TEMORA SWIMMING POOL - REFURBISHMENT PROPOSAL**

**File Number:** REP19/372  
**Author:** Director of Environmental Services  
**Authoriser:** Director of Environmental Services  
**Attachments:** Nil

**REPORT**

As you may be aware, Council has identified in its Community Strategic Plan that the outdoor pools and surrounds at the Temora Recreation Centre are well and truly due for a significant refurbishment.

The level of work will obviously be dependent on funding allocated by Council and NSW and Federal Grant authorities; however Council wanted to develop a "shovel ready" proposal, should an opportunity arise for Council to progress the project in the future.

To that end, Council engaged Mark McLain of Total Creations and Services to help facilitate the process.

Mr Mark McLean has lead a working party consisting of Councillors Firman and McLaren along with user groups including Temora Swimming Club, Temora RAMS, TASK, swimming instructors plus Council staff members including the Recreation Centre Manager and the Director of Environmental Services.

They have been considering the issue since October last year and have toured surrounding pools at Young and West Wyalong to assist in developing three (3) options, based on low, medium and high budget options for Councillors consideration.

However, given the variety of contents contained in each option, it is appropriate that Council may wish to consider the recommendations of the committee in a workshop setting perhaps with the members of the working party in attendance, in order to determine a preferred option to further explore.

**COMMITTEE RESOLUTION 41/2019**

Moved: Cr Claire McLaren  
Seconded: Cr Dale Wiencke

That the Committee resolved to recommend to Council to agree to participate in a workshop with the interested members to the Temora Recreation Centre Swimming Pool upgrade working party to determine the features/options to be included in the final plan for costing.

**CARRIED**

*Report by Kris Dunstan*

**3.14 COUNCIL OFFICE SOLAR SYSTEM FIGURES**

**File Number:** REP19/377  
**Author:** Engineering Technical Manager  
**Authoriser:** Engineering Technical Manager  
**Attachments:** 1. Indicative Solar System

**REPORT**

Following a recent budget development workshop Council requested additional information on a potential PV solar installation on the Council main office building. As requested, below is some further information on the potential financial benefits of the proposed solar installation. It must be noted, much of the below information is estimated or assumed and there are many variables that will effect financial outcomes.

**Current peak and shoulder power usage on Councils office building**

<b>Period</b>	<b>Peak (kWh)</b> (7am-9am & 5pm-8pm)	<b>Shoulder (kWh)</b> (9am-5pm & 8pm-10pm)
02/08/17 – 30/10/17	3635	10175
31/10/17 – 30/01/18	3907	10901
31/01/18 – 30/04/18	3614	10564
01/05/18 – 30/07/18	4031	10632
<b>Totals</b>	<b>15,187</b>	<b>42,272</b>
	26.4%	73.6%

**Financial considerations**

- 33kW solar system estimated cost \$45,000 (including approx. \$18k government rebate)
- Estimated annual production 55 MWh
- Estimated solar consumption/export = 60%/40% respectively
- Current Council electricity usage charges (inc GST)
  - Peak – 22.724 c/kWh
  - Shoulder – 21.5 c/kWh
  - Solar Export – 8.0 c/kWh
- Estimated Solar Production Value (savings)
  - Peak 8,712kWh @ 20.658c = \$1,800 annually
  - Shoulder 24,288kWh @ 19.545c = \$4,747 annually
  - Export 22,000kWh @ 8.0c = \$1,760
  - Total Savings = \$8,307 annually
- Indicative Payback Period
  - $\$45,000 / \$8,307 = 5.42$  years
- Estimated Lifetime Value (Lifetime savings – costs)
  - Estimated Life = 20 years
  - Estimated average annual maintenance = \$1,000
  - Lifetime savings =  $\$8,307 \times 20 = \$166,140$
  - Lifetime expenditure =  $\$45,000 + (\$1000 \times 20) = \$65,000$
  - Lifetime Value = \$101,140

Critical Assumptions	Comment
Asset Life of 20Yrs	Most panels have a performance warranty of 25yrs. Inverters have a 10 year warranty. I have allocated a high annual maintenance figure to include inverter replacement if necessary.
Nil increase/decrease in electrical charges	Electrical charges are projected to increase over the 20 year asset life.
Nil increase/decrease in solar feed in tariff	Unknown. Residential feed in tariffs currently range from approximately 6c/kWh to 25c/kWh.
Solar system not export limited	This is a possibility. I am aware some local systems are export limited, however others are not.
Solar consumption/export = 60%/40%	This is a guess, however with high daytime use at the Council office and off peak usage excluded in calculations I believe this is a conservative figure.
System performance deterioration	Will have some impact but likely to be offset by electrical charge increases.
Opportunity cost or borrowing cost	No allowance has been made.

**Summary**

Whilst it is hard to accurately quantify the financial benefits of installing solar on the Council office building, I am confident that proceeding with installation of a suitable solar system will produce significant financial and environmental benefits over the long term.

**Budget Implications**

\$50,000

**COMMITTEE RESOLUTION 42/2019**

Moved: Cr Claire McLaren

Seconded: Cr Dale Wiencke

That the Committee resolved to recommend to Council to allocate \$50,000 in the 2019/2020 budget to procure a Solar System for the Council Office Building

AND FURTHER

Engage a consultant to do an energy audit across Councils facilities.

**CARRIED**

***Report by Rob Fisher***



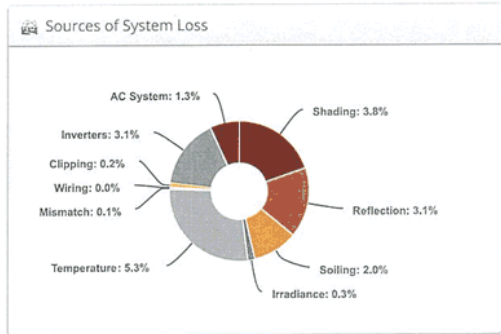
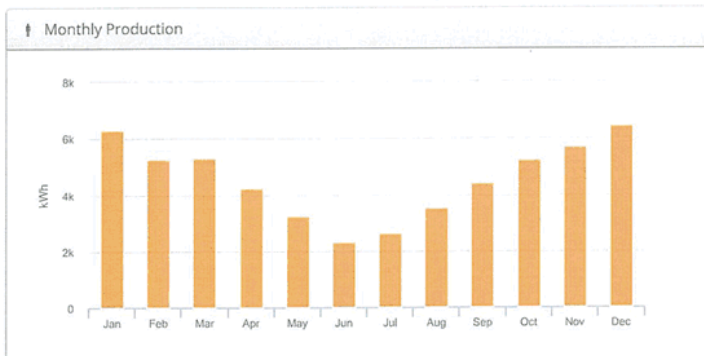
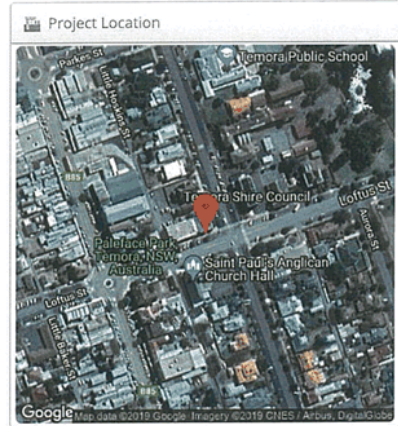
Annual Production Report produced by Luke Aylett

Design 1 Temora Shire Council Building, 105 Loftus Street Temora 2666

Report	
Project Name	Temora Shire Council Building
Project Address	105 Loftus Street Temora 2666
Prepared By	Luke Aylett luke.aylett@planetpower.com.au



System Metrics	
Design	Design 1
Module DC Nameplate	33.0 kW
Inverter AC Nameplate	29.5 kW Load Ratio: 1.12
Annual Production	54.50 MWh
Performance Ratio	82.3%
kWh/kWp	1,651.6
Weather Dataset	TMY, 10km Grid, meteonorm (meteonorm)
Simulator Version	afb4c25665-793d66bcf-21b8337331-bd6bf19c86



Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m <sup>2</sup> )	Annual Global Horizontal Irradiance	1,860.7	
	POA Irradiance	2,007.6	7.9%
	Shaded Irradiance	1,931.9	-3.8%
	Irradiance after Reflection	1,871.6	-3.1%
	Irradiance after Soiling	1,834.2	-2.0%
	<b>Total Collector Irradiance</b>	<b>1,831.8</b>	<b>-0.1%</b>
Energy (kWh)	Nameplate	60,527.5	
	Output at Irradiance Levels	60,337.3	-0.3%
	Output at Cell Temperature Derate	57,153.3	-5.3%
	Output After Mismatch	57,113.9	-0.1%
	Optimal DC Output	57,113.9	0.0%
	Constrained DC Output	56,991.0	-0.2%
	Inverter Output	55,219.3	-3.1%
	<b>Energy to Grid</b>	<b>54,502.6</b>	<b>-1.3%</b>
Temperature Metrics			
	Avg. Operating Ambient Temp	18.1 °C	
	Avg. Operating Cell Temp	27.9 °C	
Simulation Metrics			
	Operating Hours	4553	
	Solved Hours	4553	

Condition Set												
Description	Condition Set 1											
Weather Dataset	TMY, 10km Grid, meteonorm (meteonorm)											
Solar Angle Location	Meteo Lat/Lng											
Transposition Model	Perez Model											
Temperature Model	Sandia Model											
Temperature Model Parameters	Rack Type	a	b	Temperature Delta								
	Fixed Tilt	-3.56	-0.075	3°C								
	Flush Mount	-2.81	-0.0455	0°C								
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	2	2	2	2	2	2	2	2	2	2	2	2
Irradiation Variance	5%											
Cell Temperature Spread	4° C											
Module Binning Range	-2.5% to 2.5%											
AC System Derate	0.50%											
Module Characterizations	Module	Characterization										
	JKM330PP-72 (Jinkosolar)	jinko_JKM330PP_72(G3.2).PAN, PAN										
Component Characterizations	Device	Characterization										
	IQ7PLUS-72-x-INT (Enphase)	Default Characterization										

**3.15 GREEK PLAQUE**

**File Number:** REP19/381  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** 1. Greek Plaque  
2. Photo

**REPORT**

Council has received advice that a plaque was presented to the Temora Community by Mr Michael Bendon, History & Marine Archaeologist who gave a WW2 talk on history in May 2018.

As a thank you the white plaque was gifted by the Sydney and suburbs Greek community to thank the armed forces for their efforts to defend Greece & Crete. The plaque is currently in the safe at the Temora Ex Service Memorial Club for safekeeping.

The request is for Council to consider a suitable location for the plaque.

Below were the suggested sites for the plaque.

1. Callaghan Park
2. Brick wall of the Shire building facing Loftus Street
3. Paleface Adios Park
4. Old section of the Temora cemetery
5. Outside the Temora Memorial Town Hall

**COMMITTEE RESOLUTION 43/2019**

Moved: Cr Claire McLaren

Seconded: Cr Kenneth Smith

That the Committee resolved to recommend to Council to refer this matter to the RSL Sub Branch for their input.

**CARRIED**

*Report by Gary Lavelle*



Mr Gary Lavelle  
General Manager  
Temora Shire Council  
Loftus Street  
Temora. NSW. 2666

Dear Gary.

In early 2018, Amanda Gay arranged for History and Marine Archaeologist , Mr Michael Bendon, to give a talk on WW2 history and present the Temora Community with a plaque.

This talk was presented 26th May 1918 and included discoveries regarding ANZAC and British soldiers and sailors posted in and near Crete and Greece, and the finding of the "lost" flotilla that was involved in the evacuation of the allied forces from these two islands.

As a thank you gift to the community, a white plaque was gifted by the Sydney and suburbs Greek Community to the community of Temora, to thank the armed forces for their efforts to defend Greece and Crete from the German Invasion.

No Shire representatives were present to receive the plaque, therefore it was placed in the safe at Temora Ex-Services Memorial Club for safekeeping, it remains there to this day (it appears to be have been forgotten).

As it was presented to the Temora Community, I would like to request the Shire consider a suitable venue for placement. It is a wonderful, thoughtful gift that should be seen, not be hidden away and forgotten.

The plaque is of heavy white Greek marble measuring 670mm long, 350mm wide and 15mm thick. Community ideas for placements;

1. Callaghan Park + ( under a tree), + (under an olive tree), + (on a rock) (4 responses)
2. The bare brick wall of the Shire building facing Loftus St
3. Paleface Adios Park
4. Old section of the Temora Cemetery
5. Outside the Town Hall

I have enclosed a photo of the plaque, (its not a good photo)

I would be pleased if I could be kept informed of progress in this matter.

I remain

Yours sincerely

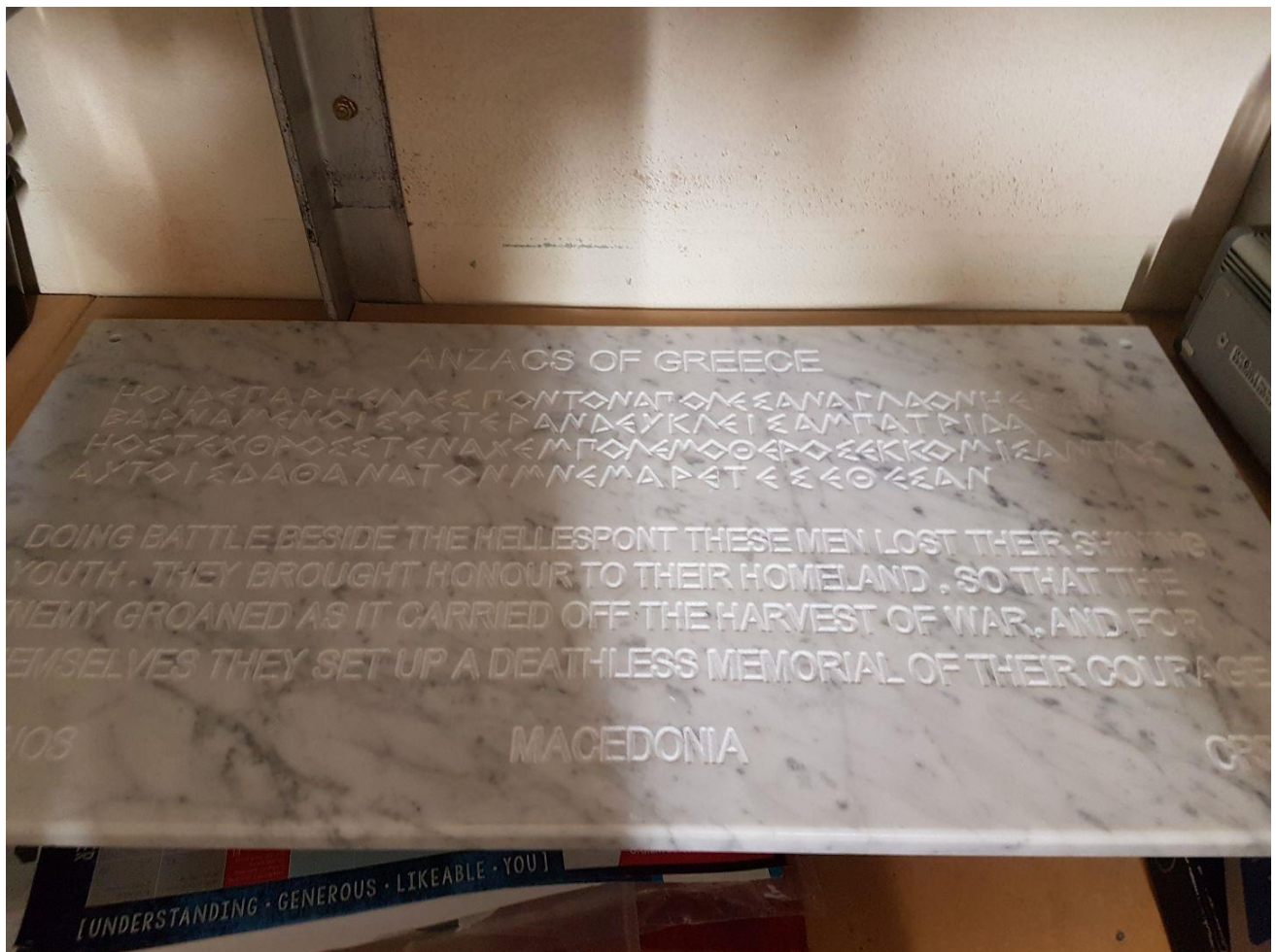
Lyne Andersen

Thanowring Rd, Temora

Phone; 0269 774412

Email; lhandersen47@outlook.com





## 4 CONFIDENTIAL REPORTS

### COMMITTEE RESOLUTION 44/2019

Moved: Cr Kenneth Smith

Seconded: Cr Claire McLaren

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 4:30pm:

#### 4.1 Nixon Park Sports Complex funding

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

#### 4.2 Residential Land Use Strategy

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

#### 4.3 Temora Town Hall

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

#### 4.4 Stronger Country Communities Funding Ariah Park

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

#### 4.5 Road Closures Pine, Quartz & Polaris Streets

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

#### 4.6 Ariah Park Community Projects - Railway

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

CARRIED

**5 CLOSE MEETING**

The Meeting closed at 6:01pm.

This is the minutes of the Assets & Operations Committee meeting held on Tuesday 9 April 2019.

.....

**GENERAL MANAGER**

.....

**CHAIRMAN**

**7 DELEGATES REPORTS****1. CR JUDD**

Represented Council at the RFS Zone meeting at Bland Fire Station.

**2. CR SINCLAIR**

Riverina JO – Ms Julie Briggs has been appointed as the Executive Officer for the next 12 months.

Attended the Lake Centenary Management Committee meeting last week. The Committee does a good job but their meeting procedures needs some attention.

Goldenfields Water have appointed a new General Manager, Mr Aaron Drenovski. Mr Drenovski will be moving to Temora shortly with his family.

**3 CR WIENCKE**

Attended the NHVR Demonstration day in Temora last week. It was very well attended with over 100 attendees.

**4 CR MCLAREN**

Raising concerns regarding over 6.5metre wide agriculture machinery requiring police escorts which was contrary to the advice given by the NHVR representative at the Demonstration Day in Temora.

**5 CR SLEIGH**

Attended the Riverina Regional Library meeting recently.

Attended the quarterly meeting of the Pinnacle Advisory Committee.

Attended the Youth Roundtable meeting last Friday afternoon, and was very informative.

**6 CR OLIVER**

Attended the Temora & District Sports Council meeting last night.

**7 CR FIRMAN**

Advising that Snowy Valleys Council and Wagga City Council have both pulled out of REROC.



**8 MAYORAL REPORT****8.1 MAYORS REPORT - MARCH 2019**

**File Number:** REP19/347  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

**1<sup>st</sup> March** – I attended the World Day of Prayer and delivered a reading. This year, the WDP meeting was hosted by the Sacred Heart Parish, and I thank them for their warm hospitality. It was a delight to see Cr Dennis Sleigh acting as the Master of Ceremonies.

- Councillors, Senior Staff and I enjoyed attending the Seniors Expo. A great roll up of patrons and stall holders was observed. Congratulations are extended to our Community Events Officer, Ms Amanda Gay.
- I had a meeting with Wagga City Mayor, Cr Greg Conkey OAM re: Riverina JO.

**3<sup>rd</sup> March** - I attended the Temora Swimming Club's annual carnival. I thoroughly enjoyed timekeeping, acting as a judge for the March Pass parade and drawing the various raffle prizes and draws. It was a joy to witness the Temora and surrounding Shires young swimmers and families enjoying our very good facilities. Good Sportsmanship certainly was the order of the day.

**4<sup>th</sup> March** – I attended a workshop for the Riverina Joint Organisation in Wagga. This was also attended by our General Manager (Mr Gary Lavelle). This was further to our previous workshop, finalizing the Riverina's Strategic Regional Priorities. This is really exciting, albeit time consuming.

- Dr Rachel Christmas and I had a briefing session on the 'Great Quack Quest'.

**5<sup>th</sup> March** – Cr Max Oliver and I attended the Temora Greyhound Racing Club meeting. Congratulations to President, Mr Bill Schwencke and his team on their commitment to promoting Temora Shire at any opportunity.

**6<sup>th</sup> March** – I was pleased to have extended the official welcome to Temora Shire at the Zone Hospital Auxiliary Conference. Council warmly commends and thanks all those Ladies involved in our local Hospital Auxiliary (capably led by President, Mrs Noelene Marsh).

- On behalf of Council and the community, I was honoured to have received a special painting from Mr Jack Featherstone.
- Councillors, Senior Staff and I attended the best announcement we could have hoped for. The Deputy Prime Minister and Federal Member for Riverina, the Hon Michael McCormack MP gave Temora Shire \$5.35 Million for our Aerodrome apron, runway and drainage upgrades. This is something we shall never forget and we thank Minister McCormack very warmly. I congratulate the Councillors and staff involved with ensuring this grant was given the best chance of success.
- I attended the Temora Disability Support Services Expo meeting. All is in readiness for a great first Expo at the Ex-Services Club on Friday 29<sup>th</sup> March.
- I addressed the launch of the Great Quack Quest film. This was very well attended and Council again thanks all our staff and community who have been involved in this unique campaign.

**7<sup>th</sup> March** – I flew to Sydney to attend a meeting of the NSW Joint Organisation Chairmen. The meeting was held in Parliament House and attended by the 13 JO Chairmen. Being Chairman of the Riverina JO Board is frightfully busy, but also exciting in what can be achieved for our Shire and the wider Riverina region.

- I attended a dinner with the Mayors and General Managers of Coolamon, Cootamundra-Gundagai Regional Councils.

**8<sup>th</sup> March** – I attended the NSW Country Mayors Board meeting at Parliament House, Sydney. We then enjoyed Question & Answer session with the Leaders of most NSW Political Parties represented. We also had a delegation of Mayors who has their Target stores closing. We have agreed to seek a meeting with Target management.

- Cr & Mrs Nigel Judd attended the funeral of Mrs Colwill, the Mother of former Councillor Mr Trevor Colwill.

**11<sup>th</sup> March** – I had interview with NINE News Wagga.

**12<sup>th</sup> March** – Councillors, senior staff and I attended Council Committee day.

**13<sup>th</sup> March** – I attended Council offices.

- I chaired the Temora West Public School Council annual meeting. I was pleased to have been re-elected as President and Cr Max Oliver, re-appointed as a Council Member.

**14<sup>th</sup> March** – I chaired the TDEF Debutante of the Year Ball Committee meeting. The Ball will be on Friday 19<sup>th</sup> July, at the Temora Ex-Services Memorial Club.

**15<sup>th</sup> March** – Councillors, senior staff and I attended the Operational Plan workshop. This was a lengthy session but a most worthwhile one. This will feed into our Draft Budget workshop, which will prove challenging for us, but we will do our best.

**18<sup>th</sup> March** – I had a ‘Minute with the Mayor’, with Mrs Jenny McKelvie. Mrs McKelvie won last year’s President’s award at the annual Sportsman of the year awards dinner. We were talking about this year’s awards dinner and the importance of sport.

- The General Manager and I had a meeting with our new Sergeant, Tyrone Stacey.

**19<sup>th</sup> March** – I had a meeting with Director of Administration & Finance (Mr Steve Firth) and Community & Cultural Services Officer, Ms Amanda Gay to discuss our Drought Breaking Bash, to be held on 30<sup>th</sup> March at Callaghan Park.

**20<sup>th</sup> March** – Mr Peter Speirs OAM attended the Icebreaker ‘Shirase’, representing Temora Shire, as a special guest of the Consul General of Japan. This is important to maintain and enhance our Sister City relationship with Izumizaki.

- I chaired the Temora & District Sports Council Delegates meeting. Cr Oliver was also in attendance.

**21<sup>st</sup> March** – Council Executive and I had a meeting.

- Councillors, Senior Staff and I attended our monthly Council meeting, which was a very good session. Our new Sergeant of Police, Tyrone Stacey was formally presented to Councillors.

**22<sup>nd</sup> March** – The General Manager and I attended the Riverina Joint Organisation Strategic Planning workshop in Wagga.

- I chaired the Riverina JO Chief Executive Officer recruitment committee meeting. The Board are interviewing three candidates for the role, which will be for an initial 12 months.
- I chaired the Riverina Eastern Regional Organisation of Councils (REROC) Executive meeting.

**23<sup>rd</sup> March** – Congratulations were extended to our re-elected Member for Cootamundra, Temora's own Steph Cooke MP. This is an impressive result and demonstrates the commitment to the role, by Ms Cooke, has been appreciated. Council congratulates our other candidates who had the courage to stand for the seat.

**25<sup>th</sup> March** – I had a meeting with the Temora High School Principal, Mr Ian Pattingale and Temora & District Education Fund (TDEF) Board Member, Mr Shane Baldry.

**26<sup>th</sup> March** – I opened the REROC/RivJO Energy Innovation Conference in Wagga. This was also attended by Director of Environmental Services, Mr Kris Dunstan and Risk Management Officer, Mr Grant Nicholson.

- I had an interview with the Sunday Telegraph, re: Temora's Great Quack Quest.
- I attended the Temora Police & Community Committee meeting, as did Cr Max Oliver.

**28<sup>th</sup> March** – I chaired the Temora & District Education Fund Board meeting.

**29<sup>th</sup> March** – I attended the inaugural Temora Disability Support Services Expo. This was a great event with a large crowd in attendance. Inspiring addresses were shared by long –serving former Mayor and Councillor, Mr Peter Speirs OAM and Paralympian, Mr Robert Jordan. Congratulations to Chairman of the Organising Committee, Mrs Laurel West and her team. Various Councillors and senior staff also attended.

**30<sup>th</sup> March** – The community came together to attend the Temora Drought Breaking Bash in the beautiful Callaghan Park. Congratulations to all involved, particularly our Community Services Officer, Ms Amanda Gay on arranging a great event.

**31<sup>st</sup> March** – Like many, I attended the 60<sup>th</sup> anniversary Temora West Public School Fete. My mother (Mrs Beth Firman) and I thoroughly enjoyed us all coming together as a community – very good medicine indeed.

#### **RESOLUTION 104/2019**

Moved: Cr Dale Wiencke

Seconded: Cr Kenneth Smith

It was resolved that the Mayoral report be noted.

**CARRIED**

***Report by Mayor Rick Firman OAM***

**9 STAFF REPORTS**

**RESOLUTION 105/2019**

Moved: Cr Dennis Sleigh

Seconded: Cr Dale Wiencke

It was resolved that Council receive Staff reports.

**CARRIED**

**10 GENERAL MANAGER****10.1 CALENDAR OF EVENTS - APRIL 2019**

**File Number:** REP19/306  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT****APRIL**

2<sup>ND</sup> Temora Shire Arts Council  
Committee Room – 6:00PM

3<sup>rd</sup> Town Hall Theatre Management Committee  
Committee Room – 6:00PM

4<sup>th</sup> Riverina JO Board – 10:30AM  
**DELEGATE: Cr Firman & Cr Sinclair**

9<sup>th</sup> Committee Meetings – to be held at Springdale Hall

10<sup>th</sup> Imagine Temora Committee Meeting  
Committee Room - 5:00PM  
**DELEGATE: Cr Reinhold**

11<sup>th</sup> **Temora Women’s Network Meeting**  
Temora Ex Services Club – 2:30PM  
**DELEGATE: Cr Reinhold**

17<sup>th</sup> Temora & District Sports Council Meeting  
Temora Ex Services Club – 6:30PM  
**DELEGATE: Cr Firman & Cr Oliver**

18<sup>th</sup> Council Meeting

**MAY**

2<sup>nd</sup> Budget Workshop  
1:00PM Council Chambers

7<sup>th</sup> Committee Meetings

7<sup>th</sup> Boom Time Forum  
Temora Bowling Club – 6:00PM

8<sup>th</sup> LGNSW Summit – 12:30PM  
Temora Bowling Club

10<sup>th</sup> Temora Flood Study – Briefing 10:00am

13<sup>th</sup> Lake Centenary Plan of Management  
Temora Ex Services – 6:00pm

15<sup>th</sup> Temora & District Sports Council Meeting  
Temora Ex Services Club – 6:30PM  
**DELEGATE: Cr Firman & Cr Oliver**

16<sup>th</sup> Council Meeting

19<sup>th</sup> Springdale Progress Association Meetings  
**DELEGATES: Cr Oliver & Cr Smith**

**RESOLUTION 106/2019**

Moved: Cr Max Oliver

Seconded: Cr Graham Sinclair

It was resolved that the Calendar of Events be noted.

**CARRIED**

**10.2 SEALS - APRIL 2019**

**File Number:** REP19/429  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

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

- Aviation Estate – Subdivision :Lot 116; DP 1247383; & Lot 103 &104; DP 1190192:

**RESOLUTION 107/2019**

Moved: Cr Max Oliver  
Seconded: Cr Graham Sinclair

It was resolved that the Council Seal be affixed to the document listed above.

**CARRIED**

*Report by Gary Lavelle*

**10.3 TEMORA PRE SCHOOL****File Number:** REP19/458**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Pre School  **REPORT**

The land leased by Temora Preschool Kindergarten Inc from Council, located adjacent Gloucester Park is due for renewal on 30 June 2019. The existing lease commenced in 1994 for a period of 25 years at a nominal rental of \$12 per annum.

The leased land has an area of 1845 sq mtrs and is described as Lot 1204 DP750587 (1011.78 sq mtrs) and Part Lot 1095 DP750587 (823.22 sq mtrs). The difficulty with this lease is that Lot 1204, which contains the pre-school buildings, is designated as Operational Land whereas the remainder, being part of Gloucester Park is designated as Community Land.

The Community Land portion of the lease has differing requirements in the current Local Government Act (the Act). Section 47 (1) of the Act provides that

“If a Council proposes to grant a lease, licence or other estate in respect of community land for a period exceeding 5 years, it must:

- a) Give public notice of the proposal (including on Councils website), and
- b) Exhibit notice of the proposal on the land to which the proposal relates, and
- c) Give notice of the proposal to such persons as appear to it to own or occupy the land adjoining the community land, and
- d) Give notice of the proposal to any other person, appearing to the Council to be the owner or occupier of land in the vicinity of the community land, if in the opinion of the Council the land the subject of the proposal is likely to form the primary focus of the persons enjoyment of community land.”

Further Section 47 (5) states:

“The Council must not grant the lease, licence or other estate except with the Ministers consent, if:

- a) A person makes a submission by way of objection to the proposal, or
- b) In the case of a lease or licence. The period of the lease exceeds 21 years”

**RESOLUTION 108/2019**

Moved: Cr Claire McLaren

Seconded: Cr Dennis Sleigh

It was resolved that Council:

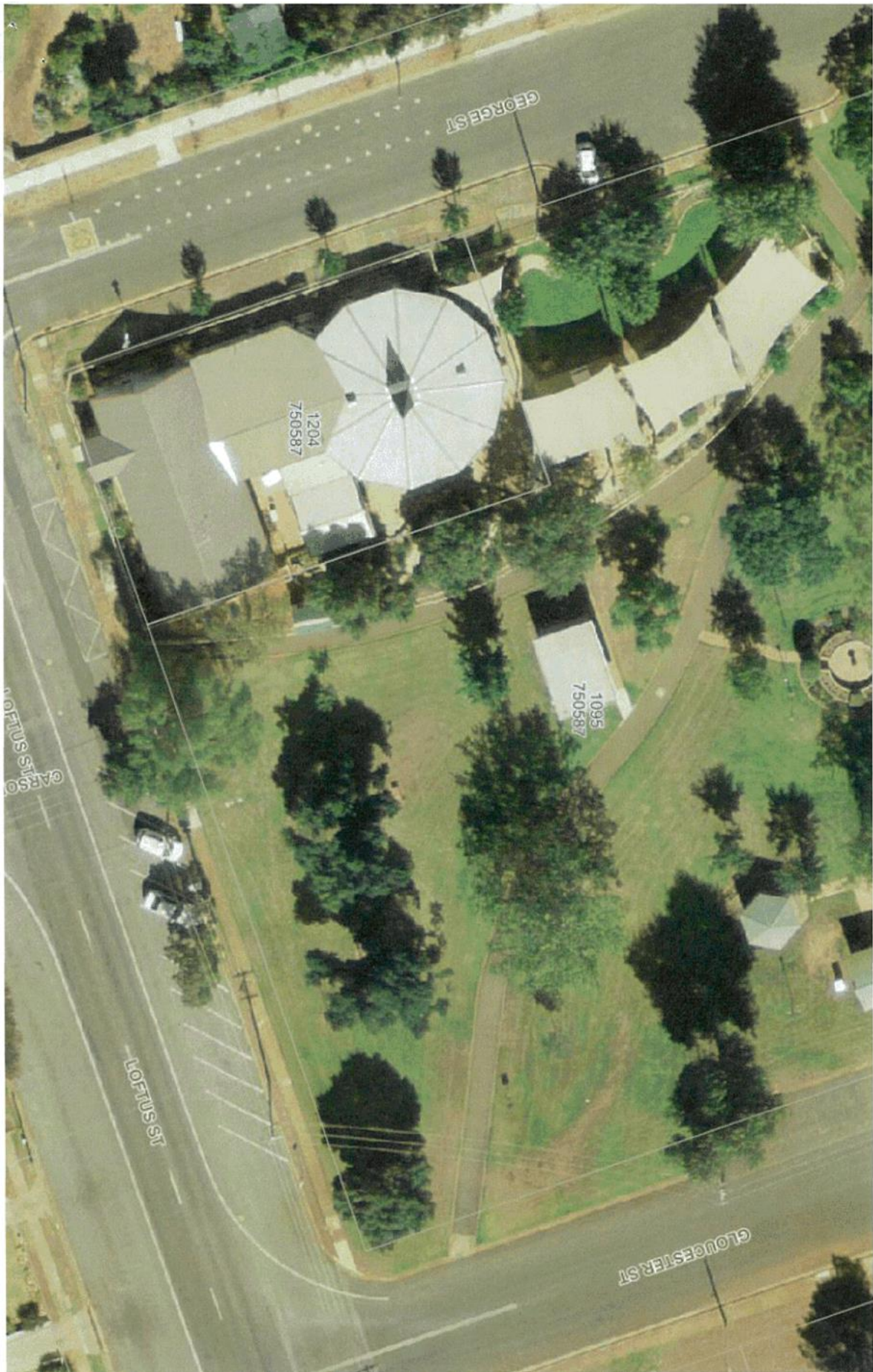
1. Lease Lot 1204 and pt Lot 1095; DP750587 to Temora Preschool Kindergarten Inc for a period of 20 years commencing 1 July 2019

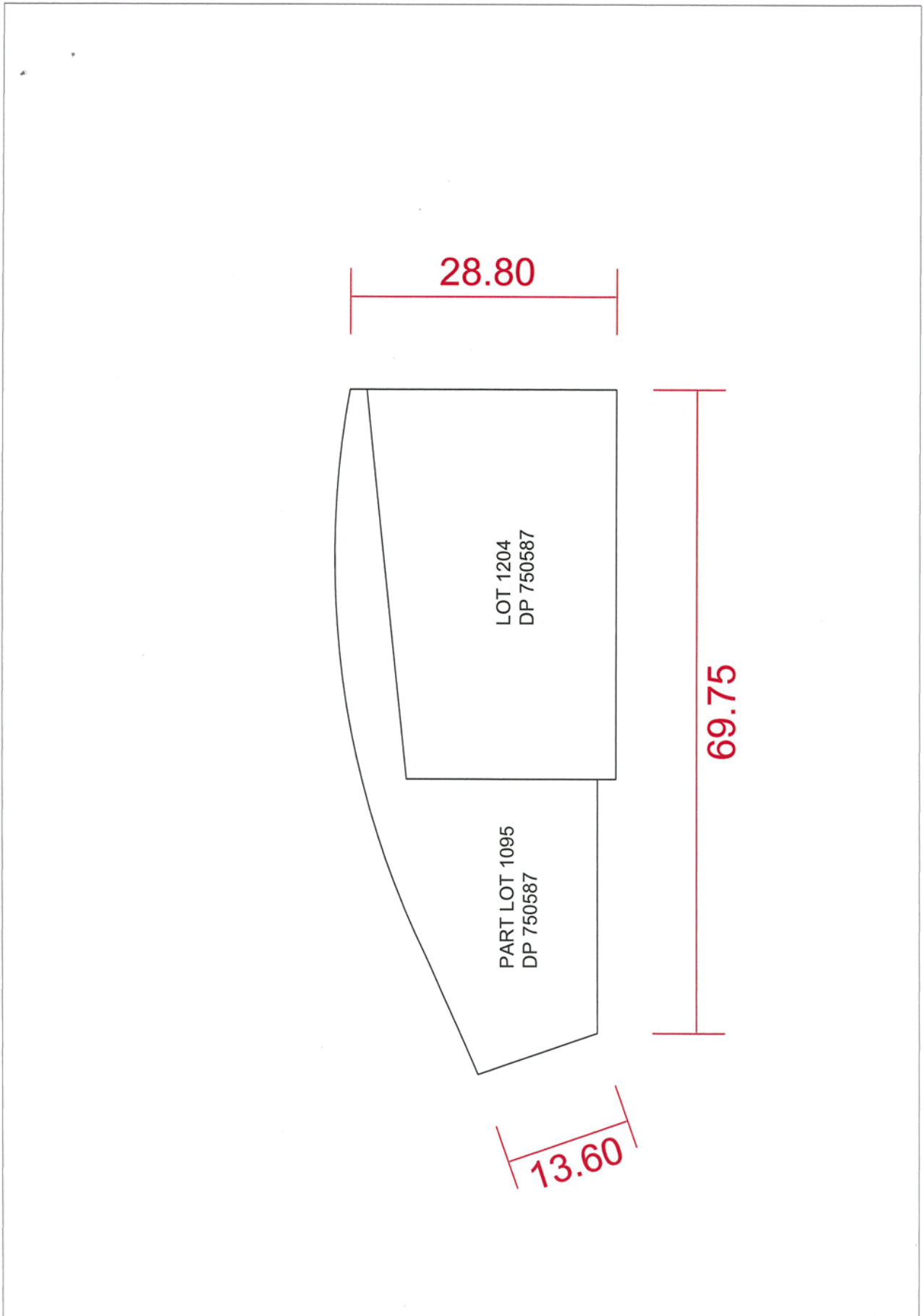


2. Give public notice of the proposal as provided in the Act (S47(1))
3. That the lease be \$12.00 per annum.

**CARRIED**

***Report by Gary Lavelle***





**11      ENGINEERING SERVICES**

Nil

**12      ENVIRONMENTAL SERVICES**

Nil

**13 ADMINISTRATION AND FINANCE****13.1 RESETTLEMENT COMMITTEE**

**File Number:** REP19/413  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

Last month Council voted in support of participating in the “Relocate refugees and Migrants to the Riverina Project” by agreeing to attend the Pathways to Employment expo in Sydney on the 15<sup>th</sup> May, 2019.

In order to prepare for that event, the Economic Development Manager has formed a sunset committee called the Resettlement Committee. Members of this committee are being recruited however will likely consist of representatives from the Christian Leaders Group, estate agencies, and employment services as well as up to two Councillors.

The proposed Resettlement Committee is based on a format implemented by Walla Walla which consists of local community members who have responsibilities for the following areas:

- Housing – assisting migrants and refugees find accommodation
- Employment - assisting migrants and refugees find employment
- Community Engagement – helping migrants and refugees to integrate into the community and educating the community about the benefits, needs and challenges of these individuals and their families.

I am proposing that the Temora Shire Resettlement Committee consist of no more than 6 people at this stage, each of whom will share in the responsibilities above. Should the pilot be successful, we will look to formalise the group as a s355 Committee of Council.

There are two initial elements to the project that would require participation from the selected representative:

1. An information session on Tuesday 16<sup>th</sup> April in Wagga
2. Pathways to Employment Expo in Sydney on Wednesday 15<sup>th</sup> May in Sydney

The Economic Development Manager is also seeking representation at the forum from local businesses who are likely to have employment opportunities that can be promoted at the Expo in Sydney.

Ideally the employers present at the expo will feature entry level positions with pathways to higher and more skilled employment.

The NSW Department of Industry, along with the Department of Jobs and Small Business will work with these employers to develop, implement and support training pathways into those positions.

**RESOLUTION 109/2019**


Moved: Cr Dennis Sleigh

Seconded: Cr Kenneth Smith

It was resolved that a Resettlement Sunset Committee be formed comprising of two Councillors (Cr Judd & Cr Reinhold) and Derek Yu, Sally Hurst, Bev Pellow, Sharon Reardon, Craig Sinclair, Amanda Gay.

**CARRIED**

*Report by Craig Sinclair*

**13.2 F3 - INVESTMENTS POLICY****File Number:** REP19/439**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. F3 - Investments  **REPORT**

Attached is the F3 Investments Policy required a small change and then endorsed by Council.

**RESOLUTION 110/2019**

Moved: Cr Nigel Judd

Seconded: Cr Graham Sinclair

It was resolved that the F3 – Investment policy be adopted.

**CARRIED*****Report by Steve Firth***

Function: Finances

Temora Shire Council

Policy Number:F3

# TEMORA SHIRE COUNCIL



TEMORA

*The Friendly Shire*

## INVESTMENTS

**ACTIVE**

Revision Number: 2  
File Name: Investments

Revision Date: 20 December 2012  
Page Number :Page 1 of 4



Function: Finances

Temora Shire Council

Policy Number:F3

<b>Review Details</b>
-----------------------

**ABOUT THIS RELEASE**

**DOCUMENT NAME:** Investments  
**CODE NUMBER:** F3  
**AUTHOR:** Temora Shire Council  
**ENDORSEMENT DATE:**

**REVIEW**

Revision Date	Revision Description		Date approved by Council	General Managers Endorsement
December 2012	Change the percentage of a quote to 0.10%	1	20/12/2012	Gary Lavelle
April 2019	Review	2		

**PLANNED REVIEW**

Planned Review Date	Revision Description		Review by
November 2017	Review of Currency		Office Manager
September 2021			Director of Administration & Finance

Revision Number: 2  
File Name: Investments

Revision Date: 20 December 2012  
Page Number :Page 2 of 4

Function: Finances

Temora Shire Council

Policy Number:F3

## INVESTMENT POLICY

### PURPOSE:

To ensure that the investments of Council's surplus funds is made in accordance with the Local Government Act,1993 and Local Government(Financial Management) Regulations, 1999 and to maximise interest return on such investments.

### PROCEDURE:

1. Council shall invest surplus monies only in a form of investment notified by order of the Minister published in the Gazette (copy attached). NOTE: (This includes Term Deposits, Bank-issued Bills, Promissory Notes with required rating, Managed Funds, etc)
2. Before each investment, enquiries shall be made to determine the balances in Council's ~~Special Deposit~~ **Bank** Accounts and make the necessary transfers in order to minimise interest charges incurred on use of overdraft facilities.
3. Quotes shall be obtained from three institutions and recorded in Council's investment register. Funds should be invested, for the period necessary to match Council's projected cash flow requirements, with the highest quoter subject to the following:
  - a) Should the holder of the maturing funds not provide the highest quote in the preferred investment period, then they shall be given one opportunity to match or better the highest quote in order to retain the funds,
  - b) Council may accept a quote up to .10% less than the highest quote in a bid to spread the risk across a number of institutions.
4. Investments shall be recorded in a register which complies with the requirements of The Financial Management Regulations and interest earned from such investment activity shall be accounted for in accordance with the relevant Acts, Regulations, Codes and Standards.
5. The responsible accounting officer shall provide a written report to each Ordinary meeting of Council outlining details of invested monies and certifying that such investments have been made in accordance with the Act, Regulations and Investment Policies.
6. The responsible accounting officer shall review the performance of Council Investments and of Council's investment strategy in conjunction with the quarterly budget review.

Revision Number: 2  
File Name: Investments

Revision Date:20 December 2012  
Page Number :Page 3 of 4

Function: Finances

Temora Shire Council

Policy Number:F3

**LOCAL GOVERNMENT ACT 1993 – INVESTMENT ORDER**  
(Relating to investments by councils)

I, the Hon. Barbara Perry MP, Minister for Local Government, in pursuance of section 625(2) of the *Local Government Act 1993* and with the approval of the Treasurer, do, by this my Order, notify for the purposes of section 625 of that Act that a council or county council may only invest money (on the basis that all investments must be denominated in Australian Dollars) in the following forms of investment:

- (a) any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;
- (b) any debentures or securities issued by a council (within the meaning of the *Local Government Act 1993* (NSW));
- (c) interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution (as defined in the *Banking Act 1959* (Cwth)), but excluding subordinated debt obligations;
- (d) any bill of exchange which has a maturity date of not more than 200 days; and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority;
- (e) a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation;

All investment instruments (excluding short term discount instruments) referred to above include both principal and investment income.

Transitional Arrangements

- (i) Subject to paragraph (ii) nothing in this Order affects any investment made before the date of this Order which was made in compliance with the previous Ministerial Orders, and such investments are taken to be in compliance with this Order.
- (ii) Paragraph (i) only applies to those investments made before the date of this Order and does not apply to any restructuring or switching of investments or any re-investment of proceeds received on disposal or maturity of such investments, which for the avoidance of doubt must comply with this Order.

Key Considerations

An investment is not in a form of investment notified by this order unless it also complies with an investment policy of council adopted by a resolution of council.

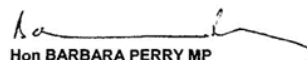
All councils should by resolution adopt an investment policy that is consistent with this Order and any guidelines issued by the Chief Executive (Local Government), Department of Premier and Cabinet, from time to time.

The General Manager, or any other staff member, with delegated authority by a council to invest funds on behalf of a council must do so in accordance with the council's adopted investment policy.

Councils have a fiduciary responsibility when investing. Councils should exercise the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons.

When exercising the power of investment councils should consider, but not be limited by, the risk of capital or income loss or depreciation, the likely income return and the timing of income return, the length of the term of the proposed investment, the liquidity and marketability of the proposed investment, the likelihood of inflation affecting the value of the proposed investment and the costs (including commissions, fees, charges and duties payable) of making the proposed investment.

Dated this 12<sup>th</sup> day of January 2011

  
Hon BARBARA PERRY MP  
Minister for Local Government

Revision Number: 2  
File Name: Investments

Revision Date: 20 December 2012  
Page Number: Page 4 of 4

**14 CORRESPONDENCE****14.1 ARIAH PARK COMMUNITY PROJECTS - RAILWAY****File Number:** REP19/434**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. [Ariah Park Community Projects](#)  **REPORT**

Ariah Park Community Projects Committee has strong concerns with the proposed plan of John Holland Rail to remove the rail loop lines from the Ariah Park Railway Precinct. The Committee does not believe that heritage trains can still turn around at the D150 Bulkhead as an alternative.

The Committee is seeking Councils support to retain the infrastructure.

**RESOLUTION 111/2019**

Moved: Cr Dale Wiencke

Seconded: Cr Dennis Sleigh

It was resolved that Council makes representations to Member for Cootamundra Ms Steph Cooke regarding support for the Ariah Park Community Projects Committee request for retention of the Ariah Park rail line.

**CARRIED****RESOLUTION 112/2019**

Moved: Cr Kenneth Smith

Seconded: Cr Graham Sinclair

It was resolved that representations be made to John Holland for confirmation that trains will be able to turn around at Ariah Park on the D150 Bulkhead.

The motion was put and lost

**CARRIED**

**Anne Rands**

---

**From:** ariahparkprojects@gmail.com  
**Sent:** Thursday, 11 April 2019 2:09 PM  
**To:** Gary Lavelle  
**Cc:** Anne Rands  
**Subject:** Ariah Park Railway

The General Manager,  
Temora Shire Council  
Temora, NSW 2666

At the recent March meeting of the Ariah park Community Projects Committee, members voiced their strong opposition to the proposed plan of John Holland Rail to remove the rail loop and goods siding rail lines from the Ariah Park Railway Precinct.

We think it unwise for John Holland to remove second hand components from Ariah Park for use on a new project for the Temora West Spur Line. Particularly given the fact that John Holland rail has said "On the 31<sup>st</sup> January 2019 the Minister for Roads, Maritime and Freight advised TfNSW Country Rail Contracts that its application to Fixing Country 2018 (FCR) for funding for a multi-user siding at Temora West had been successful" The funding awarded is \$2.15 million, and will be jointly funded with the private sector, via an additional contribution from BFB P/L.

This Committee and the residents of Ariah Park are always looking for commercial, industrial and tourism opportunities, both for our local town and for the Shire. If this rail infrastructure is removed, we believe it will have a serious impact on present and future local jobs and businesses.





Please consider that even though GrainCorp have ceased operations in Ariah Park our committee and some local businesses have plans to conduct heritage tours and train visits to the precinct, however after considerable investment towards this aim it won't be possible if everything is dismantled.

We don't agree that the suggestion made by John Holland Rail that heritage trains can still turn around at the D150 Bulkhead is a viable alternative. It is over 1 km to the east of the station, and we have no guarantee that it will be left in place, maintained or simply left to decay until it is no longer usable.

Ariah Park also has a long history of being involved in rail and bulk wheat handling with the town being the site of the first experimental bulk loading of wheat on rail in Australia back in September 1916. The centenary of this important date was celebrated in October 2016. So, it is also part of the important heritage of this town that will be removed.

Our committee has been trying to paint the Railway Station at Ariah Park for the last 3 years, but we have not been able to gain agreement from John Holland on a way forward with this project. Both the committee and the Ariah Park Community have been working hard to preserve our rail and bulk wheat history and we urge that this plan be reconsidered.

Both the committee and the Ariah Park Community have been working hard for decades to preserve our rail and bulk wheat history and we urge that this plan be reconsidered, and we seek Council's support to retain this important infrastructure and heritage.

**14.2 MEASURE UP MOBILE LABORATORY****File Number:** REP19/443**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:**  
1. **Measure Up 1**    
2. **Measure Up 2**  **REPORT**

MeasureUp is a Mobile DEXA Service used to determine the diagnosis of Osteoporosis for our patient demographic aged 70 years of age and over.

The service is very similar to that which is provided to the community by Breast Screen and mobile Blood Bank Laboratories.

Measure Up is a Medical Diagnostic Bulk Billing Service that provides services to communities throughout Australia.

The Medical Centre that we will be attending is the “Temora Medical Complex”.

The desired parking location would be “on the street carpark, on Hoskins St, outside the community centre (225 Hoskins St).”

The dates and times that MeasureUp will require parking permission are as below:

MONDAY – 27<sup>TH</sup> May 2019 : 3:00pm – 5:00pm

TUESDAY – 28<sup>TH</sup> May 2019 : 8:30am – 5:00pm

WENESDAY – 29<sup>TH</sup> May 2019: 8:30am – 5:00pm

THURSDAY 30<sup>TH</sup> May 2019 : 8:30am – 5:00pm

FRIDAY - 31<sup>ST</sup> MAY : 8:30am – 9:30am

The Dimensions of the mobile MeasureUp Laboratory are:

2.2 metres wide

7.5 metres long

3.3 metres high

I have also attached for you the image of our MeasureUp Mobile Laboratory.

The Mobile Laboratory will usually take up 2 car spaces on the street, and whilst 4 car spaces in a carpark.

**RESOLUTION 113/2019**

Moved: Cr Graham Sinclair

Seconded: Cr Kenneth Smith

It was resolved that Council approves the request for the MeasureUp mobile van to be located near 225 Hoskins Street.

**CARRIED**



# Certificate of Currency



Vero Professional Offices Insurance

Policy number: SPX013793708



## Vero Professional Offices Insurance

Policy number: SPX013793708

<b>Policy:</b>	<b>Vero Professional Offices Insurance</b>
<b>Intermediary:</b>	Cowden (Nsw) Pty Ltd
<b>Period of Insurance:</b>	Effective from 31 March 2019 to 4:00pm on 31 March 2020
<b>Insured:</b>	Mobile Dexa Pty Ltd
<b>Business Description:</b>	MOBILE BONE DENSITY SERVICE & OSTEOPATH & EDUCATION

### Public and Products Liability

	Limit of Liability
Public Liability	\$20,000,000
Products Liability	\$20,000,000
Property in Your Custody or Control	\$250,000

This Certificate certifies that as at the date of issue the stated policy is current for the period of insurance noted above. The issue of this Certificate imparts no obligation on the insurer to notify any party relying on it should the policy later be cancelled or altered for any reason. Full details of the insurance provided (including excesses and sub-limits) are set out in the Policy Schedule and Product Disclosure Statement (PDS) and any Supplementary PDS. This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This Certificate does not amend, extend or alter the coverage provided by the policy.

Issue Date: 21 March 2019



**15 NOTICE OF MOTION**

Nil

**16 BUSINESS WITHOUT NOTICE****1 CR WIENCKE**

Advised that a resident has raised concerns about catheads and khaki weed at Lake Centenary and can they be sprayed.

***General Manager advised that the Weeds Officer vehicle is currently out of action.***

***Cr Sinclair advised that it is now too late for them to be sprayed, and the only way to control is before they seed.***

**2 CR JUDD**

Enquired about the article in the paper regarding accidents on Goldfields Way stating 17 fatal accidents. Asking if any improvements can be made to Goldfields Way.

***Engineering Technical Manager advised that a big Road Safety Program has been announced and Council can make representations to RMS***

**RESOLUTION 114/2019**

Moved: Cr Nigel Judd

Seconded: Cr Claire McLaren

It was resolved that the Council Road Safety Officer prepare a report on the number and cause of accidents in the Temora Shire.

**CARRIED**

**3 CR MCLAREN**

Cr Claire McLaren enquired if Council has written to Police and the Member for Cootamundra Ms Steph Cooke regarding auxiliary licence plates

**4 CR OLIVER**

Greyhound track possible closure. The President of the Temora Greyhounds was not at the Sports Council meeting last night to advise further.

Trungley Hall Road – Resident is concerned about possible replacement of culverts on the Trungley Hall Road.

Advice that Highway Patrol have been booking residents for unsecured loads for trivial items.

## 5 CR FIRMAN

Advised that a resident had rung complaining that they had rung the Police on the weekend and the message stated that the station was not manned until 5:00pm and if officers are required they would be sent from Junee.

That a future meeting with Supt Bob Noble, if concerns of Council could be raised prior to the meeting.

State Member, – If Council could hold a roundtable meeting in the near future if her diary has availability. Council to write to Steph Cooke to see if she would be available.

Anzac Day Service – next week, and the reception for the Return Service Men and Women will be held next Wednesday 24 April, 2019.

Mr Peter James is currently not well, and Mayor Firman sent a letter of well wishes from Council.

Web Casting – That Council writes to Ms Steph Cooke, Member for Cootamundra regarding funding.

### **RESOLUTION 115/2019**

Moved: Cr Max Oliver

Seconded: Cr Nigel Judd

It was resolved that Council writes to Member for Cootamundra Ms Steph Cooke requesting that the Web Casting is not mandatory for Council and the results of the survey of the community be conveyed to the Member for Cootamundra.

### **AND FURTHER**

That Council writes to Riverina JO requesting representations are made regarding web casting.

**CARRIED**

Target – advised that Council has heard nothing regarding the meeting in Sydney.

Budget Workshop – The draft workshop will be held on 2 May 2019 at 1:00PM in the Council Chambers.

**1. INFORMATION PAPER**

**RESOLUTION 116/2019**

Moved: Cr Kenneth Smith

Seconded: Cr Max Oliver

It was resolved that the Information paper be received.

**CARRIED**

**17.1 NOTICE BOARD - APRIL 2019**

**File Number:** REP19/449  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**FIRST HEADING****APRIL**

19<sup>th</sup> Good Friday  
22<sup>nd</sup> Easter Monday  
23-30th Temora RV Muster  
25<sup>th</sup> Anzac Day

**MAY**

4<sup>th</sup> Jet Boats – Lake Centenary  
10<sup>th</sup> Sportsperson of the Year Awards Dinner

**17.2 TEMORA MEMORIAL TOWN HALL - INCOME & EXPENDITURE MARCH 2019**

**File Number:** REP19/407  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**INCOME** \$

Balls  
 Bar  
 Concerts  
 Dance Prac  
 Dances  
 Election  
 Exams  
 Foyer  
 Hall  
 Kitchen  
 Piano Hire  
 Performances  
 Presentation Nights  
 Rehearsals  
 Reunions  
 Stage Hire  
 Supper Room  
 Table Hire

**TOTAL INCOME** \$**EXPENDITURE** \$**Utilities**

Gas  
 Water  
 Electricity  
 Rates

**Cleaning**

Supplies  
 Wages

Sanitary Service (41.01)

**Maintenance**

Includes Plant, Stores, Handyman's Wages

**Administration**

Wages 464.67  
 Miscellaneous

**TOTAL EXPENDITURE** \$423.66

**17.3 WORKS REPORT - MARCH 2019**

**File Number:** REP19/433  
**Author:** Secretary Engineering  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

## Main Roads

- MR57-Inspection & routine maintenance
- MR84-Inspection & routine maintenance
- MR241- Inspection
- MR398-Sealing segment 250 & 240

## Local Roads

- Dinga Dingi Road
- Slingers Road
- Tragers Road
- Doolans Road
- Bundawarra Road
- Boginderra Road
- Jepson's Road - gravel resheet
- Wynd's Road
- Boundary Range
- Thanowring Road - new pipe culverts
- 

## Urban Temora &amp; Aria Park

- Vesper Street shoulders
- Cemetery plinth
- Aurora Street Kerb & Gutter

## Works Planned For Next Month

- Aurora Street Kerb & Gutter
- Cemetery plinth
- Depot up-grade
- Maintenance grading
- Jepson's Road gravel resheet

**Report by Mick Mannion**

**17.4 BUILDING APPROVALS - MARCH 2019**

**File Number:** REP19/441  
**Author:** Environmental Secretary  
**Authoriser:** General Manager  
**Attachments:** Nil

**BUILDING APPROVALS – MARCH 2019**

- ✓ DA/CC 9/2019 – Lot 4; DP 6304; 164 Loftus Street, Temora – Residential Storage Shed/Garage
- ✓ DA/CC 11/2019 – Lot 4; DP 19379; 112 Kitchener Road, Temora – Carport
- ✓ SUB 12/2019 – Lot 2; DP 134010; 474 Sebastopol Road, Temora – Rural Subdivision
- ✓ DA/CC 13/2019 – Lot 2; DP 530442; 182 Baker Street, Temora – Residential Storage Shed/Garage
- ✓ DA/CC 14/2019 – Lot 11; DP 758957; 130-134 Baker Street, Temora – Advertising Structure
- ✓ DA/CC 15/2019 – Lot 109; DP 750852; 2-18 Maxwell Street, Temora – Stage 1; Demolition of existing luncheon pavilion building. Stage 2; Erection of steel framed shed for new luncheon pavilion.

**COMPLYING DEVELOPMENT ISSUED**

- ✓ CDC 8/2019 – Lot 2; DP 1068259; 200 Aurora Street, Temora – Dwelling Additions
- ✓ CDC 9/2019 – Lot 21; DP 5891; 83 Coolamon Street, Aria Park – Residential Storage Shed/Garage
- ✓ CDC 10/2019 – Lot 13; DP 751424; 3433 Goldfields Way, Temora – Dwelling Additions & Alterations
- ✓ CDC11/2019 – Lot 29; DP 807237; 3 Kilarney Street, Temora - Residential Storage Shed/Garage

- ✓ CDC12/2019 – Lot 1109 DP 750587; 91 Airport Street, Temora - Residential Storage Shed/Garage



**17.5 REGULATORY CONTROL - MARCH 2019**

**File Number:** REP19/451  
**Author:** Environmental Secretary  
**Authoriser:** General Manager  
**Attachments:** Nil

Item	Investigate Incidents	Orders Issued Y/N	Penalty Infringement Y/N	Notes
Illegal Parking - Check	5	No	Yes	Spoke with management at Target & Waratah Café regarding parking. Fine issued – vehicle un-road worthy
Scooters & Bikes				
School Zones	26			No issues TWPS, Temora High & St Anne's,
Noise	2	No	No	Barking dogs
Air Quality				
Illegal Dumping/Littering	2	No	No	Wagga Rd – truck stop Loftus St – Bag rubbish to tip
Overgrown/Untidy Blocks	2	No	No	Gallipoli & Haig Streets cleaned up
Lake Walking Track – leashed animals	21 Visits	No	No	
Animal Welfare	8	No	No	Monitor and unable to catch
Dangerous Dogs	3	No	No	All relevant parties spoken with.
Impounded	5	No	No	5 collected 2 Dogs – claimed 3 Dogs – Destroyed
Noise Animals	4	No	No	Barking Dogs
Nuisance Animals / Trapping	2	No	No	Kangaroo
Dead Animal Removal				
Keeping of Horses in Residential Areas	2	No	No	Ongoing, monitor RSPCA contacted
Main Street Sign Approvals Inspections				
Rural Stock Incidents	7	No	No	Sheep, Cattle, Permit, Signs on Display
Fruit Fly				
Euthanised	7	No	No	Feral cats
Rescue Dogs	6	No	No	
Vets Cats/Kittens	4	No	No	
Other				

**Report by Ross Gillard**

**17.6 CASH & INVESTMENTS - 31 MARCH 2019**

**File Number:** REP19/366

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Cash & Investments  



Temora Shire Council

**Cash & Investments**

For the period ended 31st March, 2019

	Original Budget 2018/19	Revised Budget 2018/19	Actual YTD Figures
<b>Externally Restricted</b>			
Sewerage Services	1,080,137	1,080,137	1,446,216
Waste Management	867,297	867,297	967,756
S94 Contributions	0	0	0
<b>HACC</b>			
HACC Unexpended	711,785	711,785	824,067
HACC-ELE	144,879	144,879	144,879
Total HACC	856,664	856,664	968,946
<b>Total Externally Restricted</b>	<b>2,804,098</b>	<b>2,804,098</b>	<b>3,382,918</b>
<b>Internally Restricted</b>			
Leave Reserves	358,014	358,014	1,758,014
Roads Reserve	985,603	985,603	674,683
Local Roads	428,411	428,411	592,727
FAGS Received in Advance	0	0	0
Industrial Development	197,603	197,603	197,603
Plant & Vehicle	269,392	269,392	323,147
Izumizaki Donation	2,152	2,152	2,152
Gravel Royalty	616,930	616,930	368,281
Medical Complex Development	45,870	45,870	46,854
Infrastructure	776,010	676,010	437,673
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	142318
Temora West Sportsground Upgrade Dressing Shed & Toilets Rev	0	0	0
Mobile Stage Upgrade Revote	28179	3,722	0
Town Entrance Beautification Revote	0	0	-0.26
Digital Two Way Radio Upgrade	25000	25,000	17500
Computer Upgrade	0	0	200000
Lake Centenary Repair Bank Erosion and Sand	0	0	70000
Airport Hangar Driveway and Retaining Walls	0	0	4573.6
Innovation Fund	0	96,000	96000
<b>Total Internally Restricted</b>	<b>4,023,871</b>	<b>3,995,414</b>	<b>4,954,854</b>
<b>Total Reserves</b>	<b>6,827,969</b>	<b>6,799,512</b>	<b>8,337,771</b>
<b>Cash &amp; Investments</b>			
Westpac Cheque Account			(155,595)
Macquarie Bank DEFT Account			7,911
Bank of Queensland			500,000
BankWest			510,443
NAB			500,000
NAB			503,267
Bankwest			503,936
NAB			500,000
ME Bank Term Deposit			500,000
BOQ			500,000
NAB			500,000
AMP Term Deposit			588,132
AMP Term Deposit			500,000
AMP Business Saver Account			583,469
AMP Notice Account			3,510
NAB Term Deposit (24-701-8261)			525,833
NAB Term Deposit (77-177-3095)			500,000
AMP Term Deposit			553,264
Bank of Queensland			500,000
Westpac Cash Reserve			205,559
<b>Total Cash &amp; Investments</b>	<b>6,827,969</b>	<b>6,799,512</b>	<b>8,329,729</b>
<b>Funding Deficit</b>			<b>(8,042)</b>

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

**17.7 RATES COLLECTION - MARCH 2019**

**File Number:** REP19/405

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Rates Collection - March 2019 [!\[\]\(c694a3ff3b077d76910920a6a1593ab4\_img.jpg\)](#) 

Rates Collections												
Rates 2018/19												
Category	Levies including Interest & Legals				Pension Rebates	Adjusted Total	Payments	Rates 03/04/2019		Rates 09/04/2018		Rates Outstanding % 09/04/2018
	Arrears	Interest & Legals	Total	Total				Outstanding	Outstanding %	Outstanding	Outstanding %	
Fairland	22,314.84	1,859,611.04	1,881,925.88	-4,384.16	1,877,541.72	-1,422,602.95	454,938.77	24%	427,365.09	23%		
Residential Temora Occupied	36,019.90	1,199,052.63	1,235,072.53	-85,548.57	1,149,523.96	-884,533.31	264,990.65	23%	271,833.79	24%		
Residential Temora Vacant	6,260.86	66,108.86	72,369.72	-51.91	72,317.81	-56,068.87	16,248.94	22%	19,290.98	34%		
Residential Ariah Park	9,176.05	71,528.71	80,704.76	-7,413.62	73,291.14	-48,988.98	24,302.16	33%	18,659.95	27%		
Residential Springdale	223.60	9,240.44	9,464.04	-1,340.51	8,123.53	-6,715.44	1,408.09	17%	3,107.09	33%		
Rural Residential	6,011.68	146,361.05	152,372.73	-9,832.66	142,540.07	-114,107.35	28,432.72	20%	27,130.51	19%		
Residential - Temora Aviation	-738.40	37,477.10	36,738.70	-340.98	36,397.72	-30,826.11	5,571.61	15%	4,808.11	17%		
Business Temora - Hoskins Street	9,395.65	243,978.62	253,374.27		253,374.27	-190,950.86	62,423.41	25%	58,073.00	24%		
Business Temora - Town	2,272.72	250,529.71	252,802.43		252,802.43	-214,224.26	38,578.17	15%	40,286.28	17%		
Business Temora - Aviation	0.00	26,120.39	26,120.39		26,120.39	-24,504.79	1,615.60	6%	1,701.91	7%		
Business Ariah Park	185.29	15,851.31	16,036.60		16,036.60	-13,801.48	2,235.12	14%	1,112.27	7%		
Business Other	0.00	9,652.01	9,652.01		9,652.01	-8,752.54	899.47	9%	716.02	7%		
Residential Sewer	35,378.30	853,105.80	888,484.10	-40,294.18	848,189.92	-661,716.28	186,473.64	22%	187,010.25	24%		
Non-Residential Sewer	2,757.05	135,724.13	138,481.18		138,481.18	-130,553.79	7,927.39	6%	4,164.65	3%		
Storm Water Levy	2,080.23	48,520.08	50,600.31		50,600.31	-39,049.85	11,550.46	23%	11,346.76	23%		
Domestic & Rural Waste	24,804.18	514,585.15	539,389.33	-37,902.10	501,487.23	-385,758.75	115,728.48	23%	112,271.42	24%		
Trade Waste	4,283.97	115,661.77	119,945.74		119,945.74	-95,735.35	24,210.39	20%	21,699.38	20%		
	\$160,425.92	\$5,603,108.80	\$5,763,534.72	-\$187,108.69	\$5,576,426.03	-\$4,328,890.96	\$1,247,535.07	22%	\$1,210,577.46	23%		

**17.8 TEMORA TOWN HALL THEATRE - OPERATING RESULT MARCH 2019****File Number:** REP19/348**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Cinema Operating Result March 2019 [!\[\]\(5a132f13505a6571904d622757b7a8f0\_img.jpg\) !\[\]\(0f17417dd77a61b2fdbff69a33adf9f2\_img.jpg\)](#)

**TOWN HALL THEATRE  
Operating Statement**

	July	August	September	October	November	December	January	February	March	Total YTD
<b>Candy Bar</b>										
Income	5,748	1,670	2,348	4,724	2,262	3,299	5,505	877	1,039	27,471
Purchases	(1,329)	(1,625)	(577)	(440)	(951)	(1,707)	(310)	(83)	(1,074)	(8,097)
	4,419	45	1,771	4,284	1,311	1,591	5,195	794	(35)	19,374
<b>Admissions</b>										
Income	13,176	4,874	5,760	10,506	6,470	8,119	9,964	2,082	3,399	64,349
Audio Visual Purchases	(6,018)	(3,271)	(3,344)	(4,094)	(3,767)	(3,945)	(4,853)	(2,659)	(550)	(32,502)
	7,158	1,602	2,415	6,412	2,703	4,174	5,110	(578)	2,849	31,847
<b>Other Income</b>										
Facility Hire	610	468	491	545	346	348	227	-	109	3,145
Sale of Advertising	182	182	182	182	182	1,382	182	-	182	2,655
Event Catering	36	55	36	36	82	-	-	-	-	245
	828	705	709	764	610	1,730	409	-	291	6,045
<b>Other Costs</b>										
Advertising	(175)	(299)	(400)	-	(349)	(175)	(83)	(175)	-	(1,654)
Bank Fees	(85)	(160)	(86)	(85)	(121)	(105)	(103)	(128)	(85)	(957)
Building Maintenance	-	-	-	-	-	-	-	(2,570)	(248)	(2,818)
Cleaning	(210)	(517)	(244)	(437)	(290)	(314)	(300)	(122)	(723)	(3,156)
Computer Costs	(220)	-	(492)	(464)	(338)	(546)	(80)	(80)	(355)	(2,577)
Event Catering Expenses	-	(78)	(101)	(65)	(101)	(39)	-	-	-	(283)
Freight	(67)	(152)	(113)	(68)	(72)	(85)	(17)	(16)	(49)	(639)
General Maintenance	(914)	-	-	-	-	(80)	-	-	(490)	(1,484)
Insurance	(6,693)	-	-	-	-	-	-	-	-	(6,693)
Materials Purchased	(12)	(2)	(171)	(31)	(32)	(73)	(369)	(403)	-	(1,094)
Contractors	-	-	-	-	-	-	-	(108)	-	(108)
Postage	-	-	-	-	-	(2)	-	-	-	(2)
Rates & Electricity	(1,114)	(1,511)	-	(1,175)	(164)	-	(1,178)	(163)	-	(5,305)
Stationery & Office Consumables	-	-	-	(23)	-	-	-	-	(71)	(94)
Employee Costs	(2,326)	(4,600)	(3,310)	(3,148)	(2,511)	(3,547)	(2,574)	(2,994)	(2,651)	(27,661)
Sundry Expenses	10	(22)	(15)	(10)	(15)	13	9	-	-	(31)
Telephone & Internet	(82)	(85)	(82)	(83)	(84)	(82)	(82)	(82)	-	(662)
Volunteer Support	-	-	-	-	(86)	(1,225)	-	-	-	(1,311)
Depreciation	-	-	(527)	-	-	(527)	-	-	-	(1,054)
	(11,888)	(7,347)	(5,519)	(5,590)	(4,163)	(6,787)	(4,777)	(6,840)	(4,672)	(57,583)
	517	(4,995)	(624)	5,869	461	708	5,937	(6,624)	(1,567)	(317)
Total Cinema Surplus/(Deficit)										

**17.9 PINNACLE COMMUNITY SERVICES - FINANCIAL REPORT 31 MARCH 2019**

**File Number:** REP19/402

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Pinnacle Community Services  



**Pinnacle Community Services  
Financial Report  
As at 31st March 2019**

	Prior Year	July YTD	Aug YTD	Sept YTD	Oct YTD	Nov YTD	Dec YTD	Jan YTD	Feb YTD	Mar YTD
Disability Services - State Block Funding	110,648	122,492	119,966	125,706	122,292	122,092	129,452	133,555	133,338	135,819
Community Participation	(1,259)	-	-	-	-	-	-	-	-	-
Transition to Work	10,330	-	-	-	-	-	-	-	-	-
Life Choices	10,043	-	-	-	-	-	-	-	-	-
Flexible Respite	2,990	-	-	-	-	-	-	-	-	-
Leaving Care	986	-	-	-	-	-	-	-	-	-
Supported Independent Living	(30,365)	18,304	8,974	(1,822)	(31,485)	(40,639)	(49,962)	(57,781)	(75,617)	(72,334)
NDIS Packages	(111,767)	46,333	65,021	36,413	(6,596)	(17,500)	(30,962)	(34,354)	(51,541)	(19,988)
Contracted/Brokered Services	(18,325)	(2,600)	4,343	10,478	20,234	23,173	21,323	19,850	16,408	17,946
Aged Care - Commonwealth Funded Block Funding	(70,578)	(82,697)	(48,390)	(8,026)	(107,531)	(58,560)	(152,024)	(137,697)	(100,014)	(54,872)
Home Care Packages	(129,466)	(44,480)	(69,001)	(97,428)	(135,460)	(241,231)	(288,627)	(337,244)	(363,243)	(377,645)
Community Transport Programs	(26,630)	(38,418)	(7,323)	22,001	(32,881)	(2,181)	15,512	(38,642)	(43,595)	(514)
Transition Funding	(3,808)	720	875	875	977	977	977	977	977	977
Overheads - to be distributed quarterly	1,243	13,383	24,080	41,816	51,021	10,965	16,629	33,680	40,876	-
Termination Payments - funded by ELE Reserves		(130,390)	(130,390)	(130,390)	(130,390)	(130,390)	(130,390)	(130,390)	(130,390)	(130,390)
<b>Net (Surplus)/Deficit</b>	<b>(255,967)</b>	<b>(97,353)</b>	<b>(31,847)</b>	<b>(378)</b>	<b>(249,819)</b>	<b>(333,354)</b>	<b>(468,072)</b>	<b>(548,047)</b>	<b>(572,801)</b>	<b>(501,002)</b>

5/04/2019 11:57AM

**17.10 TEMORA COMMUNITY FIGHT FRUIT FLY MINUTES HELD 19 FEBRUARY 2019**

**File Number:** REP19/336

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Temora Community Fight the Fruit Fly [!\[\]\(a870788d6ed9b8fd294b7654a8c8526b\_img.jpg\)](#) 

69749

*Temora Community Fight the Fruit Fly Group.*

Meeting held 19-2-2019 at 7.30pm in Narraburra Room.

**Present:** Mavis & Keith Cassidy, Maxie Hoskinson, Fay & Kevin Pellow, Roy & Myrtle Madden, Pat Neasmith, Lindy Reinhold, Chris Bett.

**Apologies:** Ken & Rose Davis, Michael Manning, Ken Morton.

**Motion:** Moved Myrtle Madden, 2<sup>nd</sup> Fay Pellow, for apologies to be accepted.

**Minutes:** Moved by Pat Neasmith, 2<sup>nd</sup> Kevin Pellow, for minutes as read be accepted.

**Motion:** Moved, Lindy Reinhold for correspondence be read. 2<sup>nd</sup> Keith Cassidy.

**Correspondence:** Nil. Phone call from Elaine Costella inviting us to have a stall for the upcoming Muster, (23<sup>rd</sup> to Tuesday 30<sup>th</sup> April 2019) which was followed by an e-mail.

**Treasurer's report.** Maxie reported an o/b of \$1,074.76. Accounts paid were Betts \$135.00 for traps and refills, Independent for Snap Ad \$17.08, plus an amount of \$3 out for new cheque book. Maxie \$34.16 for previous Snap Ads. Closing balance \$919.68. Maxie moved for the acceptance of her report. 2<sup>nd</sup> Fay Pellow.

**General Business:** Spreadsheet filled in. Not much action.

Discussion on Muster request. General feeling we should have a stall to keep the Fruit Fly in front of people. To have a copy of Muster details at next meeting. Sunday Markets are on 28<sup>th</sup> from 9am to 2pm. Chance to promote the Traps and netting.


Tomato Competition advertised at Gallipolli Nursery, along the same lines as previously held.

Meeting room booked for next 2 meetings.

Next meeting 19-3-2019 at 7.30pm.

Meeting closed at 8.10pm.

**17.11 FRIENDS OF TEMORA SHIRE CEMETERY MINUTES HELD 4 MARCH 2019**

**File Number:** REP19/297  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** 1. FOTSC [↓](#) 

## FRIENDS OF THE TEMORA SHIRE CEMETERIES (Incorporated with the Temora Shire Council)

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Ian Preston (Group Pres) 32 Gallipoli St Temora NSW 2666 Ph. 02 6977 1083	Pat Taylor (Hon Sec) 22 Lawson Rd Temora 2666 Merryl Graham (Hon Treas.) PO Box 251 Temora 2666	Temora Shire Council PO Box 262 Temora NSW 2666 Ph. 02 6980 1100
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Email us at: [temshire@temora.nsw.gov.au](mailto:temshire@temora.nsw.gov.au) - be sure to direct it for our attention.

---

### Minutes of the Friends of the Temora Shire Cemeteries Meeting Monday 4 March 2019 at Temora Shire Council Chambers

**Meeting Opened:** 10.00am.

**Attendance:** Pat and Rick Taylor, Ian Preston, Merryl Graham, Betty Brabin, Barb Harmer, Keith and Mavis Cassidy, Belinda Bushell, Leonie Weir, Darryl Sutherland, Pam Buerckner and Kris Dunstan

**Apologies:** Harold Fritsch, Wilma McCubbin, Errol Schmetzer, Lindy Reinhold. Accepted.

**Minutes:** Minutes of the previous meeting were read by Pat. The minutes were moved Betty Brabin 2<sup>nd</sup> Barb Harmer, carried.

**Business Arising:** The large Allepo pine at Ashelford entrance gate has been removed.

Purchase of chairs for graveside funerals status to be discussed in General Business.

**Treasurer's Report:** Financial report by Merryl indicated a credit balance of \$24,498.93. Moved Merryl Graham 2<sup>nd</sup> Mavis Cassidy and Carried.

New IBD account to mature in May 2019. Moved Merryl Graham that the money be reinvested at the best rate. 2<sup>nd</sup> Pat Taylor, carried.

**Correspondence:**

**Outward:**

- Email to Temora Shire Council Re Liability in providing chairs at graveside funeral services.

**Inward:**

- Email received from Temora Shire Council stating that we will need to provide a written record/check when providing the chairs. The chairs need to be inspected before and after use. FOTSC is a s355 Committee of the Temora Shire Council and we come under their support.

Betty Brabin moved correspondence be accepted. 2<sup>nd</sup> Rick Taylor.

**General Business:**

1. Lynch Grave: Belinda Bushell addressed the meeting in relation to the Lynch Graves – 4 children who passed away in 1881 from Diphtheria. The graves are on private property in Narraburra in the Temora Shire. Belinda requested we undertake a joint project with the Temora Heritage Committee to protect the graves and headstone. Belinda will keep us informed as to when the work will be undertaken.
2. Fold up chairs: Preliminary enquiries were made regarding the most suitable weight bearing chairs. Betty Brabin and Leonie Weir expressed their concerns about providing chairs for grave side funeral services. Noted. For convenience, a trolley will be made, similar to the one at Ariah Park Cemetery.
3. Original Temora Cemetery: Merryl spoke about the Temora's first cemetery that was located in Gardner St and how she and Wilma McCubbin have visited the site and searched for any remnants of the cemetery to no avail. Merryl's research is proving to be a difficult task. Belinda Bushell suggested that

## FRIENDS OF THE TEMORA SHIRE CEMETERIES (Incorporated with the Temora Shire Council)

.....  
Ian Preston (Group Pres)  
32 Gallipoli St  
Temora NSW 2666  
Ph. 02 6977 1083

Pat Taylor (Hon Sec)  
22 Lawson Rd Temora 2666  
Merryl Graham (Hon Treas.)  
PO Box 251 Temora 2666

Temora Shire Council  
PO Box 262  
Temora NSW 2666  
Ph. 02 6980 1100

Email us at: [temshire@temora.nsw.gov.au](mailto:temshire@temora.nsw.gov.au) - be sure to direct it for our attention.  
.....

we confer with the Heritage Committee for their input. Betty Brabin suggested that we speak to some of Temora's elderly citizens such as Ron McGuirk and Tom Woods. Merryl will follow up.

Kris Dunstan suggested a History Informative Panel to be placed at the site, when and if the research information comes to fruition.

4. Lawn Cemetery: Belinda Bushell informed the committee that work has begun on restoring the next two rows at the Temora Lawn Cemetery: Rows C - D and E - F.
5. Street Stall: Will be held on Friday 17<sup>th</sup> May 2019.

**Next Meeting:** Annual General Meeting 10.00am Monday 8 July 2019 at Temora Shire Council Chambers to be followed by General Meeting.

President Ian Preston thanked everyone for their attendance.

Meeting Closed 10.25am

**17.12 ARIAH PARK MARY GILMORE FESTIVAL COMMITTEE MINUTES HELD 5 MARCH 2019**

**File Number:** REP19/334

**Author:** Executive Assistant

**Authoriser:** General Manager

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

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**Ariah Park Mary Gilmore Festival Committee**A Section 355 Committee Of The Temora Shire CouncilMinutes From Meeting Held 5/3/2019

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

Present - R Wall, Allen Penfold, Patty Vearing Chris Mutton, Nigel Judd, J Cowill

Apologies Jane Sanders ,M Speirs

**Minutes Of Meeting**

Read by Robyn Wall

**Moved - Patty Seconded - Nigel****Minutes be Accepted Passed****Treasures Report**

Given by R Wall for M Spiers

Inward

Payment for left over meat M Speirs \$ 50.00

**total income****Outwards**

Payment for printer \$462.00

Total Expenditure \$ 462.00

Closing balance as at 31/1/2019 \$ 6,011.54

Term Deposit \$22,284.60

Leaving a total of \$28,296.14

Moved – r Wall Seconded C Mutton

**Correspondence:****Inward**

e/mail from M Pursehouse re large increase in fees for stage removal

phone call from Darcy he is not available to do ice creams this year



**Out ward**

e/mail to C Pout re fees for Dale Duncan

phone call to K Doods re supply of ice cream for festival

**Business Arising:**

1. new printer to live where PVearing feels that the person with printer should produce flyer

2 look at asking other groups in town re Wednesday day time activities

3 if room at hall large enough

4 when do we take letter to hotel re quote when booking rooms

5 flyers have gone to Tamworth

6 Nigel to find out if add for closed circuit is free

7 Patty,Robyn,Chris&Allen trained to use new printer

8 .Stubbie holders with festival logo to be considered

**Discussions**

Prices: profit/loss re stubbie holders

The best ways to advertise festival

Support for Weethalle has been given as they are running their first festival

Closed circuit TV advertising to be organized


Meeting closed 9.45

**17.13 TEMORA'S OWN ARTS & CRAFTS MINUTES HELD 16 MARCH 2019**

**File Number:** REP19/287

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. TOAC Minutes [!\[\]\(a870788d6ed9b8fd294b7654a8c8526b\_img.jpg\)](#) 

# Temora's Own Arts and Crafts General Meeting Minutes 16<sup>th</sup> March 2019

**Meeting Opened at: 1.30pm**

**Members Present:**

As per membership Book

**Apologies:**

Olga Hetherington, Jeanette Player, Georgie Moata

**Minutes of previous Committee Meeting:**

Read as correct record

**Moved: Vivian Leary**

**Seconded: Narelle Williams**

**Business arising from Minutes:**

Nil

**Correspondence In:**

RV Muster April 2019

**Correspondence Out:**

Nil

**Finance Report:**

Tabled as per Cath New

**Business to be discussed:**

- **TOAC Logo, Business Card:**
  - As we are not able to locate the master file for the Logo we are unable to print Business Cards. We have had Cath New photocopy the Brochures

**Motion: “ That we continue having TSC print the TOAC Brochures”**

Moved: Hilda Brophy

Seconded: Alison

**Carried**

- **Easter & Anzac Day Display Window**
  - As Anzac day is in the same week as Easter Monday we need to plan now the window display.
  - Requesting if members could please knit or crochet Red poppies to use as display in the window as well as some to be made into brooches’ for us to sell as donation. If you are able to help please drop any finished poppies into the shop about 10 days before 25<sup>th</sup> April
  - Jean Luck has asked permission from the Rural Museum for us to display Ted Macauley Naval Uniform in our window display
  - All members were in agreement that we should profile Ted Macauley
  - Jean Luck to approach the family for photographs and any memorabilia relating to his war service
  - Bob Costello to be contacted to check that we will not be breaching any RSL regulations by selling or asking for a donation for the Red Poppies
  - Members were asked if they could also make some craft items for the Easter display window.
  
- **Petty Cash**
  - Cath New has expressed that the Petty Cash has not been balancing and that docketts and the Petty Cash sheets are not being filled in correctly.
  - Please if you do purchase anything using cash from the petty cash tin you need a receipt of purchase and correctly fill in the petty cash sheet and place back into the petty cash tin.
  
- **Temora Active Ageing Expo**

- The committee authorised a presence at the Temora Active Ageing Expo so as to have the opportunity to meet possible new members and hopefully encourage new Crafters
- Alison, Jean Luck, Viv, Pat and Vicki helped man the stall and felt it was an advantage to TOAC having a presence at the Active Ageing Expo, showing our community how our store operates and encouraging others to call in and possibly become crafting members or volunteer workers
- **Community Grants**
  - Ken Smith was asked if he thought it would be worth our while to apply for a Murrumbidgee Community Grant to teach craft class to help support the mental health of our community.
  - Ken gave a positive response. The committee will investigate further
- **Temora RV Muster**
  - We have committed to having a stall at the RV Muster on Sunday 28<sup>th</sup> April at the Temora Aviation park
  - The position of the stall is on a first in basis so to get a good position we will need to setup at about 6am.
  - Volunteers are needed to cover 2 x 4 hrs Shifts we will need at least 4 members.( Pat, Viv, Jean Luck, June, Vicki, Alison have already volunteered)
  - Vicki and Alison to do the 6am Setup
  - Members at the meeting felt we should be selling our baking, jams etc. rather than other craft items as a lot of RV'ers have their own stalls selling craft items.
  - Eskys and Portable Fridges will be needed to keep perishable foods stored correctly. If you are able to help by loaning a fridge/Esky we would be most grateful
- **Radio Advertising**
  - Committee is investigating the costs of Radio Advertising
    - No further discussion until we approach TEMFM to see if we can negotiate a deal that is acceptable to members
    - Further discussion at the General meeting after the AGM

- Members agreed we continue to do snap ads and feature advertising in the Temora Independent.
- Kaye Baker suggested that we inform the community via snap ads that we will be profiling Ted Macauley in our Anzac window this year.
- **Tbeg Gift Cards**
  - We are now able to redeem the Temora Gift cards in the same way we do Credit or Debit cards
  - We will not be selling the gift cards only redeeming them.
- **Front Door Ramp**
  - The front door ramp was completed by the council , the tiles are to be replaced shortly
  - We have insufficient tiles to repair the shop facade. Council said, David Scobie will be in town in April and will have a look at what can be done .
- **Apron**
  - 4 aprons have been provided for working volunteers to wear when they are doing their shift. The reason we would like each member to wear the apron is for customers to easily identify who is on duty in the shop and who to approach if they have any question or need help locating an item to purchase.
  - We are aware some members have expressed that they will not wear them, this is up to each member to decide however we would appreciate members help to present a professional image to the customers.
  - Narelle said that there have been lots of comments on how nice the aprons look on our volunteer members.
  - Volunteers working are asked when turning on the lights in the morning please make sure that both switches are turned on in the children's room
- **Working Bees**
  - Volunteers are needed to come in and help to check the dates on all the items for sale and rearranging the Bric Brac Room.

- Alison, Narelle and Vicki will do this Room on the days they are working.
- Volunteers needed for a working Bee to clean the kitchen.
  - Kaye Baker Volunteered to do the Kitchen on Monday Afternoon and has permission to throw out anything she deems not in date or useable.
- Books, Alison has been rearranging the books into categories
  - June Coleman thanked Alison for rearranging and displaying the books .
- **Members Items**
  - Existing members or new members who may be making similar items to another member must not undercut the price of the original member's item.
  - E.G. if you decide to make a paint smock you need to price it the same or more than what an existing member paint smock.
  - The committee believes this is the fairest for all members

**Motion: “ postpone the discussion on pricing new members craft items until the General Meeting after the AGM 15<sup>th</sup> June 2019”**

**Moved Pat Neasmith**

**Seconded: Jean Luck**

**Motion Carrie**

- **Sunday Opening Hours**
  - The Volunteer members who are working the Sunday Shift have found that they are getting quite a few customers after 1pm and have been staying back to cater to these customers.
  - The 2 members who are working Sundays are happy to stay open longer

**General Business**

- **Mary Gilmore Festival 18<sup>th</sup> - 20<sup>th</sup> October Market Day Stall**

- Jean Luck explained that we have been invited to promote TOAC at the Mary Gilmore Festive at the Sunday 20<sup>th</sup> October Markets 9am – 2pm
- June thanked Jean for inviting us and further discussion at the general meeting after the AGM in June to finalise the details.

**Robin Bushell** expressed her frustration that there was not the last 2 weeks of March or the April Roster as she will be away from 23<sup>rd</sup> March 16 to 13<sup>th</sup> April and was not able to fill in her replacements name.

Members numbers for sold items in some members sheets are very hard to find and would like all members to address this please.

**Di Wallace** expressed the same frustration as she will be away from 13<sup>th</sup> April to 1<sup>st</sup> June as she has not been able to put her name down to fill her 4 shifts.

**Hilda Brophy** said she came in Friday morning and something had been spilled on the carpet in front of the counter. Both Jean's said nothing was spilled Thursday afternoon when they worked

Some Members numbers are still very hard to find and dates are not being noted on their sheets when items are listed.

**Kaye Baker** asked that when members take orders for items please get the customer's Name and phone number.

Kaye requested that we get a plastic tub with a sign saying "Customer Orders" for the lockup room to make it easier to locate customers orders

Meeting Closed: 2.50pm

Next Meeting AGM 15<sup>th</sup> June 2019



**17.14 TEMORA & DISTRICT SPORTS COUNCIL MINUTES 20 MARCH 2019**

**File Number:** REP19/420

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Sports Council Minutes [↓](#) 

**GENERAL MEETING OF THE TEMORA AND  
DISTRICT SPORTS COUNCIL****REPORT OF THE GENERAL MEETING OF THE TEMORA AND  
DISTRICT SPORTS COUNCIL HELD ON WEDNESDAY 20th  
MARCH 2019, AT 6.30 PM AT THE TEMORA EX-SERVICES CLUB**

**Attendance:** Judy Gilchrist (Secretary) Rick Firman (President) Denise Breust (Treasurer) Tony Stringer (Vice President) Hack Hetherington, (Swimming) Max Oliver (TSC) Raymond Wells (Tennis) Kate Bruce (High School) Bill Schwenke (Greyhounds) Linc Macauley (Cricket) Jack Fuller (Soccer) Maree Liston (Pistol Club) Bruce Lack (Bowling Club)

**Apologies:** Jack Morton, Greg Wiencke, Peter Gerhard, Steve Ruskin, Jodie Ashcroft, Sheree Elwin, Michele Stewart.

Moved Maree Liston Seconded Hack Hetherington 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.

Including Amendment "that we take the proposal back to sporting clubs for further discussion"

Moved Linc Macauley Seconded Max Oliver Carried

**BUSINESS ARISING FROM THE MINUTES:**

Signage for the front of the rec Centre referred to council re budget process. Ongoing

**CORRESPONDENCE:****Incoming:**

TSC re users at Temora Air Port

High School re Luke Tudulu

**Outgoing:**

Business Papers

Letters to council recommendations.

It was moved that we grant approval to Luke Tudulu for \$150.00 x 2. Pending on a letter of support from THS regarding his selection in NSWCHS teams for 2018 and 2019. Moved Hack Hetherington seconded Maree Liston. Carried

It was also moved the we invite all user groups of the Temora Air Port to join our sports council  
Moved Bill Schwencke seconded Linc Macauley carried

**Treasurers Report:**

Balance as per bank statement moved on the motion of Denise Breust Seconded Tony Stringer Carried

**Specific Business:**

Rec Centre Business:

The sanding of the stadium floor has been completed and new seats total cost \$26,447.00

Black marks of the floor – memo needs to be sent out to the schools, reminding the students must wear proper joggers and not school shoes  
Moved Denise Breust seconded Jack Fuller carried

Discussion on the proposal of Nixon Park 3  
Greg is an apology for this meeting as he is away.

Only 1 letter of support was received  
Points from the clubs

- The soccer club has invested in the own ground and complex
- Cost of water pipes etc
- The greyhound Club will support any of the clubs
- Principal is brilliant, thinks it would be great
- Friday nights would clash with cricket and touch football
- The oval is actually contaminated (old Tip) The majority of Bob Aldridge Park is Crown Land. So, they cannot be sold or built on.
- Funding question by several
- Does not think it is financially viable
- Thinks the proposal is great, but there are a lot of sporting grounds in use by lots of sports
- Can' really comment as it doesn't involve the bowling club
- Basic concept is quite good
- Combining grounds great

- Please don't remove all the green areas and build house on them. It is much nicer if there are lots of grounds all over town.
- Sounds like a great idea. But reality
- School gale days great idea. But can see both sides of the debate.
- Don't discard the idea, keep it on the back burner
- Clubs may seriously need to get in and save money towards a lot of improvements in the future.
- Costs way out of the realms of reality, overall good idea
- Basketball not concerned as it doesn't involve them.
- Idea is great, but definitely a lot more ground work needs to be done.
- For any idea to work you have to start at the bottom and work up, not from the top and work down.

The Temora & District Sports Council recommend to the TSC on Nixon Park 3 Proposal

TDSC advise council the delegates are not in a position to make a fully informed decision, further, that we refer the matter to the Temora Little Athletics Club to pursue directly with council.

Moved Linc Macauley seconded Maree Liston carried

We the TDSC recommend to council that consider they purchase the 5 acre block allegedly available from Mr Norm Woods for future expansion.

Moved Mare Liston seconded Kate Bruce carried,

Presentation Night:

Guest speaker Mr Bob Turner. He has offered to do a coaching clinic at a time and day to be announced.

Badminton has returned on Monday nights 7.30- 8.30 at the rec centre.

Linc has questioned the lock gate again at Nixon. And re who has and will have keys. Referred to council

Voting will take place at the next meeting re the grants. **(That is if we get any)**

So far, I have 1 Junior Development and 1 Building and equipment Grant.

The next meeting will be on the 17<sup>th</sup> April 2019

6.30 pm Temora Ex-Services Club Narraburra Room

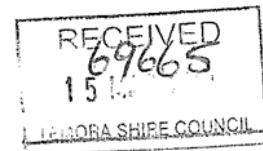
Signed Chairman:

Secretary:

Date 21<sup>st</sup> November 2018

**17.15 TEMORA RUNNING & MULTISPORT CLUB - THANK YOU****File Number:** REP19/302**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. RAMS [↓](#) 

Temora Running and Multisport Club would like to thank Council for the support in making the Temora Triathlon a great success.



7<sup>th</sup> March 2019

114A DeBoos Street  
Temora NSW 2666

Dear Mr Lavelle,

On behalf of the Temora Running and Multisport Club (RAMS) I would like to thank The Temora Shire Council for your kind support in making the Temora Triathlon a great success

Temora's triathlon would not be a realisation without the support of locals, local business and community groups. We are lucky to have Lake Centenary which allow both competitors and spectators to be part of the triathlon.



The Temora Rams are keen to keep this triathlon going at its high standard and look forward to your backing in the future.

Once again thank you for your support.

Kind regards

A handwritten signature in cursive script that reads "Michelle Meacham".

Michelle Meacham  
Secretary  
Temora RAMS

**17.16 STEPH COOKE - THANK YOU****File Number:** REP19/408**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Steph Cooke  **FIRST HEADING**

Thanking Council for the recent letter of good wishes on her recent election as Member for Cootamundra.





Our Ref: SC6545/JL  
(in reply please quote)

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

Dear Cr Firman

*Rick*

I am writing to thank you for your recent letter and good wishes following my re-election as the Member for Cootamundra. It is an honour to have been re-elected to the NSW Parliament and I am very humbled and grateful to all the residents of the Cootamundra electorate who have shown such strong faith in me.

Please be assured that I will always work very hard to look after the needs of my electorate and I look forward to continuing our strong working relationship.

Yours sincerely

*Stephanie Cooke*

**Steph Cooke MP**  
Member for Cootamundra

*4.4.19*



## Steph Cooke MP, Member for Cootamundra

**Young Office:** 140 Boorowa Street (PO Box 350) Young NSW 2594 Phone: 6382 2399 Fax: 6382 3144

**Junee Office:** 25 Seignior Street (PO Box 338) Junee NSW 2663 Phone: 6924 2533 Fax: 6924 1537

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**17.17 THE HON JOHN BARILARO MP - THANK YOU****File Number:** REP19/446**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. The Hon John Barilaro  **FIRST HEADING**

The Hon John Barilaro MP would like to thank Council for their congratulations on his recent election win.



**The Hon. John Barilaro MP**  
Deputy Premier  
Minister for Regional New South Wales  
Minister for Industry and Trade

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

Dear Cr Firman OAM,

Thank you for your letter of 27 March 2019 and your kind words of congratulations.

I am proud to be a part of the returned Liberal National Government, and am looking forward to continuing our work in making NSW a great place to live.

Our Government has a strong record when it comes to delivering for regional communities and we will continue to invest in the vital infrastructure and grow local economies to ensure a strong future for regional NSW.

I know there is much more work to do and I look forward to continuing working with you and the Temora Shire Council to continue to support and grow your region. I look forward to hearing from you soon with further details regarding the webcasting of rural Council meetings.

Should you have any concerns please don't hesitate to contact my office on: 02 8574150 or Email: [contact@deputypremier.nsw.gov.au](mailto:contact@deputypremier.nsw.gov.au).

Thanks again for your well wishes.

Yours sincerely,

**The Hon. John Barilaro MP**  
Deputy Premier  
Minister for Regional Development  
Minister for Industry and Trade

**17 CONFIDENTIAL REPORTS****RESOLUTION 117/2019**

Moved: Cr Dale Wiencke

Seconded: Cr Kenneth Smith

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 6:34PM:

**18.1 Confidential Minutes of the Assets & Operations Committee Meeting held on 9 April 2019**

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

**RESOLUTION 119/2019**

Moved: Cr Nigel Judd

Seconded: Cr Kenneth Smith

It was resolved that item 4.4 – Aria Park Skate Park be considered in future grant funding applications.

Carried

**RESOLUTION 120/2019**

Moved: Cr Dale Wiencke

Seconded: Cr Claire McLaren

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

Carried

**18.2 General Managers Performance Review Committee - April 2018**

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

**RESOLUTION 121/2019**

Moved: Cr Max Oliver

Seconded: Cr Dennis Sleigh

It was resolved that the General Manager's Performance Review Committee informal meeting report is noted.

Carried

### **18.3 Estate Beneficiary**

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

#### **RESOLUTION 122/2019**

**Moved: Cr Kenneth Smith**

**Seconded: Cr Dale Wiencke**

**It was resolved that Council notes the report.**

Carried

### **18.4 Apollo Place Master Plan**

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

#### **RESOLUTION 123/2019**

**Moved: Cr Graham Sinclair**

**Seconded: Cr Dale Wiencke**

**It was resolved that Council:**

- 1. Accept the fee proposal of Glenn Sewell of Sewell Design for the development of the Apollo Place Master Plan for \$8,680 and engage Sewell Design to develop the Apollo Place Master Plan in accordance with the fee proposal, and**
- 2. Receive advice of a future stakeholder meeting to discuss the Apollo Place Master Plan.**

Carried

### **18.5 Commercial Pilot Training**

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

#### **RESOLUTION 124/2019**

**Moved: Cr Dennis Sleigh**

**Seconded: Cr Dale Wiencke**

**It was resolved that Council note the report.**

Carried

**18.6 Boom Time Forum**

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.

**RESOLUTION 125/2019**

**Moved: Cr Nigel Judd**

**Seconded: Cr Dale Wiencke**

**It was resolved that the Council offers support for the forum on Tuesday 7 May 2019.**

**Carried**

**18.7 Target**

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

**RESOLUTION 126/2019**

**Moved: Cr Dennis Sleigh**

**Seconded: Cr Claire McLaren**

**It was resolved that Council notes the report and the Economic Development Manager provide a report detailing strategies to address the current situation in retail.**

**Carried**

**18.8 Customer Focus Group**

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

**RESOLUTION 127/2019**

**Moved: Cr Claire McLaren**

**Seconded: Cr Max Oliver**

**It was resolved that Council support the hosting of the Customer Support event.**

**Carried**

**18.9 Airpark Development**

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.

**RESOLUTION 128/2019**

**Moved:** Cr Dale Wiencke

**Seconded:** Cr Kenneth Smith

**It was resolved that Council note the report and that a future report be submitted once discussions progress.**

**Carried**

**18.10 My Community Project**

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.

**RESOLUTION 129/2019**

**Moved:** Cr Max Oliver

**Seconded:** Cr Kenneth Smith

**It was resolved that Council notes the report**

**AND FURTHER**

**That Council assist with further sponsor options.**

**Carried**

**18.12 Ratepayer Legal Issue Update**

This matter is considered to be confidential under Section 10A(2) - a and g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors) and advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

**RESOLUTION 130/2019**

**Moved:** Cr Max Oliver

**Seconded:** Cr Claire McLaren

**It was resolved that Council notes the report.**

**Carried**

**18.11 Temora & District Sports Council - Land**

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.

**RESOLUTION 131/2019**

**Moved: Cr Graham Sinclair**

**Seconded: Cr Claire McLaren**

**It was resolved that Council consider options for expansion of Nixon Park sporting facilities and includes such actions in the Delivery Plan.**

**Carried**

**CARRIED**



**18 MEETING CLOSE**

The Meeting closed at 8:25PM.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 16 May 2019.

.....  
**GENERAL MANAGER**

.....  
**CHAIRMAN**