



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

Date: Thursday, 16 July 2020
Time: 4:00PM
Location: 105 Loftus Street
TEMORA NSW 2666

AGENDA

Ordinary Council Meeting

16 July 2020

Gary Lavelle
General Manager

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1 OPEN AND WELCOME

The following Public Forum requests have been received:

- NIL

2 APOLOGIES

3 OPENING PRAYER

4 CONFIRMATION OF MINUTES

Ordinary Council Meeting - 18 June 2020

5 MAYORAL MINUTES

Nil

6 REPORTS FROM COMMITTEES

6.1 MINUTES OF THE YOUTH ADVISORY COMMITTEE MEETING HELD ON 7 JULY 2020

File Number: REP20/748

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Minutes of the Youth Advisory Committee Meeting held on 7 July 2020

RECOMMENDATION

It was resolved that the reports be received.

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



Date: Tuesday, 7 July 2020
Time: 12:38PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Youth Advisory Committee Meeting

7 July 2020

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**MINUTES OF TEMORA SHIRE COUNCIL
YOUTH ADVISORY COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 7 JULY 2020 AT 12:38PM**

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

IN ATTENDANCE: Melissa Carter (Youth Worker), Elizabeth Smith (Director of Administration & Finance), Kassi Owen (Youth Administration Assistant)

1 OPEN MEETING

12:38PM

2 APOLOGIES

Nil

3 REPORTS**3.1 CLEAN UP AUSTRALIA DAY****File Number:** REP20/671**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** Nil**REPORT**

A Team of seven young people from the Temora Youth Team under the supervision of Youth Program Coordinator (YPC), Melissa Carter, partnered with Health and Building Surveyor, Belinda Bushell, to support the Clean Up Australia Day event on the 1st of March, 2020. The team covered a large block and collected 2 large bags of waste.

The Youth Department strongly supports this event as it engages young people in taking responsibility for the cleanliness of the community whilst encouraging discussion regarding environmental sustainability. Discussions with the team included product packaging and the importance of reusing, recycling or upcycling items. The Youth Team will continue to support this event in ongoing years.

COMMITTEE RESOLUTION 4/2020

Moved: Cr Kenneth Smith

Seconded: Cr Rick Firman

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

CARRIED***Report by Kassi Owen & Melissa Carter***

3.2 LADS 11

File Number: REP20/672
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

On Monday the 12th of March, 2020, the YPC along with Temora Youth Team leaders, Ben Rayner and Eddie Drummore, held a workshop aimed at Temora High School students in Year 7 who need support in connecting with peers and the community. This was a 2-hour cooking workshop in which 11 young people from Temora High School attended. The attendees were mentored on the recipes, correct use of equipment, cleanliness and time management.

This was an excellent opportunity for high school students to connect with Platform Y and the Youth Team. The Team Leaders, Ben Rayner and Eddie Drummore, gained valuable experience mentoring and encouraging the young people to participate in the holiday workshops and potentially become members of the Temora Youth Team. 2020 is the second year the Temora Youth Team has supported this program, with yearly support anticipated.

COMMITTEE RESOLUTION 5/2020

Moved: Cr Claire McLaren
Seconded: Cr Kenneth Smith

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

CARRIED

Report by Kassi Owen & Melissa Carter

3.3 PROBUS

File Number: REP20/673
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

On Tuesday the 18th of February, 2020, the Youth Program Coordinator attended the Temora Ex-Services Club and presented an informative speech to 45 Probus Club members on the progress of the Temora Youth Team. The Youth Program Coordinator commented on the official opening of Platform Y in 2015; the workshops that are held during both the school term and school holidays; the community events and volunteering hours that were achieved by the Youth Team members in 2019; the 10 nationally recognized food safety certifications attained and 38 community service certificates awarded and the 4 young people who were nominated for 2019 Young Citizen of the Year at the Australia Day breakfast.

This presentation allowed the Probus Club members to see the extensive work the Temora Youth Team has put into the community over the past 4 years. The Temora Youth Leadership Team is set to present their own presentation at a Probus Club future community event. This allows skills to be developed by the Leadership Team as they have the opportunity to prepare and present a formal presentation.

COMMITTEE RESOLUTION 6/2020

Moved: Cr Dennis Sleigh
Seconded: Cr Claire McLaren

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

CARRIED

Report by Kassi Owen & Melissa Carter

3.4 COVID-19 LOCKDOWN

File Number: REP20/674
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

The Temora Youth workshops continued to be held via the online platforms BlueJeans and Houseparty. The Leadership Team met every second Monday from 4:30pm-5:30pm; Gaming team 'Mafia' online every Tuesday from 4:00pm-5:00pm; Culture and Performing Arts every Wednesday from 4:00pm-5:00pm and Hospitality every Thursday and Friday from 4:00pm-5:00pm.

Accessing these platforms allowed the Temora Youth Team to stay connected and ensure the young people did not miss the opportunities and social interactions that the workshops allowed. This arrangement continued until restrictions lifted and the Team was able to physically attend Platform Y on 3/06/20.

COMMITTEE RESOLUTION 7/2020

Moved: Cr Claire McLaren
Seconded: Cr Kenneth Smith

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

CARRIED

Report by Kassi Owen & Melissa Carter

3.5 REOPENING OF PLATFORM Y

File Number: REP20/675
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

The Youth Program Coordinator has worked with outgoing Youth Development Officer to develop a Health Policy that supports the return of face to face workshops at Platform Y. This has been distributed to all families and a hardcopy is available at Platform Y. The Culture & Performing Arts Team returned Wednesday 3rd June with 9 attendees. The Hospitality Team returned Thursday 4th June with 8 attendees. The Gaming Team returned Friday 5th June with 5 attendees. All members were excited to return to face-to-face workshops.

Platform Y re-opening and workshops resuming allows for ongoing opportunities through the educational workshops and also allows for the social interaction the young people have been prohibited during the COVID-19 restrictions.

COMMITTEE RESOLUTION 8/2020

Moved: Cr Dennis Sleight
Seconded: Cr Rick Firman

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

CARRIED

Report by Kassi Owen & Melissa Carter

3.6 JULY 2020 SCHOOL HOLIDAY WORKSHOP

File Number: REP20/676
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

The July School Holiday Workshops will commence on Monday the 6th of July with 5 workshops in total being held over the two week period.

Vocal workshop - Kim Nicholson and Kim Sandgren, from local band 1979, will be guiding singers from the age of 10 through vocal projection and two and three-part harmonies.

Wizard Whisk Hospitality Workshops -The Mystery Box Challenge is a real hands-on cooking experience. The attendees will be given all the utensils, ingredients and instructions needed for the challenge. The recipe provided is then prepared by each team including one bite for the Temora Hospitality judges. This is within a 2 hour period. At the end of the cooking time each team will present their dishes to the Temora Hospitality Leader for judging. The teams will be awarded points throughout the class for their cooking, team work and presenting skills.

Gaming Tournaments- Super Smash Bros and Ultimate Mario Kart Deluxe will be played at the tournaments in a round robin, one on one, set up leading to an ultimate winner of the tournament.

Day	Time	Workshop	Location	Cost
Monday 6 th of July	2pm-4pm	Wizard Whisk Mystery Box Challenge	Platform Y	Free
Friday 10 th of July	2pm-4pm	Gaming Tournament	Platform Y	Free
Monday 13 th of July	2pm-4pm	Wizard Whisk Mystery Box Challenge	Platform Y	Free
Thursday 16 th of July	10am-12pm	Vocal Workshop	Platform Y	Free
Friday 17 th of July	2pm-4pm	Gaming Tournament	Platform Y	Free

COMMITTEE RESOLUTION 9/2020

Moved: Cr Claire McLaren
 Seconded: Cr Kenneth Smith

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

CARRIED

Report by Kassi Owen & Melissa Carter

3.7 GRATITUDE FOR VOLUNTEER YOUTH MENTORS

File Number: REP20/677
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

Youth Program Coordinator Melissa Carter has made it her mission this term to discuss with all Temora Youth members the meaning of gratitude. Mel had met with each team and explained sharing gratitude helps people to feel more positive emotions, relish good experiences, improve their health, deal with adversity, and build strong relationships. The Temora Youth members then brainstormed ways they could show gratitude to our volunteer mentors.

Mel is extremely proud of the outcome with the Culture and Performing Arts Team preparing and performing a thank you dance and song for Mentor Kate Slapp and the Gaming Team also expressed a huge thank you to Mentor Mathew Walker. Videos from both teams showing gratitude to their mentors have been shared on social media and comments of gratitude have developed from this

COMMITTEE RESOLUTION 10/2020

Moved: Cr Rick Firman
Seconded: Cr Claire McLaren

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

CARRIED

Report by Kassi Owen & Melissa Carter

3.8 YOUTH COMMUNICATION POLICY**File Number:** REP20/678**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Youth Communications Policy**REPORT**

The Youth Administration Assistant, Kassi Owen, has worked with the outgoing Youth Development Officer, Kim Sandgren and Communications Officer, Kate Slapp to create a Youth Communications Policy. This policy will help to outline the role of the Youth Administration Assistant as well as set up systems for editing, communication, marketing and social media. This system has been developed to streamline processes; boost numbers, free up time for core duties, and improve quality of communication.

COMMITTEE RESOLUTION 11/2020

Moved: Cr Dennis Sleigh

Seconded: Cr Rick Firman

That the Committee resolved to recommend to Council that "CO" be added as an abbreviation for Communications Officer in the Youth Communications Policy.

AND FURTHER

That the Youth Communication Policy be placed on public exhibition for 28 days.

CARRIED***Report by Kassi Owen & Melissa Carter***

Youth Communications Policy: Parents and Team members.

We have created this messenger group as a noticeboard for the Temora Youth (Insert name here) Team parents and members only. This group will provide important updates which directly concern you. We ask that this platform act as a noticeboard ONLY, with any replies or enquiries sent DIRECT to the Temora Youth Page or the Youth Program Coordinator, Melissa Carter. We aim to ensure all families receive the information relevant to them, without an ongoing messenger stream.

Communications Policy- Youth Department

Policy objectives:

- a) To outline the role and use of the YAA as a publicity and information provider for the Temora Youth Team.
- b) To acknowledge a set system of communications between the YAA, YPC and YDO.

Scope of Policy:

- a) Youth Department Staff
 - i. YDO
 - ii. YPC
 - iii. YAA
- b) Communications Officer- Kate Slapp

Abbreviations:

Youth Department Officer (YDO)

Youth Program Coordinator (YPC)

Youth Administration Assistant (YAA)

Overview:

Temora Shire Council Youth Department is committed to providing the best possible service delivery to the Youth Team members, families and residents of the Temora Shire Council with the intention to acknowledge the events, updates and dedication of the Temora Youth Team.

This communications policy addresses the need to formalise the role of the YAA in the communications and social media aspect of the Youth Department; and regulate a system of communications between the Youth Department staff and supervisors.

Responsibilities:

The YAA is responsible and will be held accountable for ensuring that:

- a) Temora Youth Team programs, official documents and events are communicated appropriately with members, families and residents transparently and promptly in the appropriate forum, with considerations to appropriate content and size of the document in question.

The YPC is responsible and will be held accountable for ensuring that:

- a) All information required is sent to relevant parties in a timely manner.
- b) Images and videos taken are of consistent high quality.
- c) The professional camera is stored safely after each use.

The YDO is responsible and will be held accountable for ensuring that:

- a) All information required is sent to relevant parties in a timely manner.
- b) Quality control across all platforms, images and videos is maintained.
- c) Provide strategy, marketing and direction to both the YAA and YPC.

Procedures:

- a) All information pertaining to social media posts (the Temora Youth Page and the Team messenger groups) is to be sent to the YAA via email the Friday prior, so the YAA can design and formulate the following week's Youth communications.
- b) The YAA is to have all communications cleared by the CO or YDO before distribution.
- c) The YPC and YDO are to send information relating to the following week's Leadership meeting the week prior, in order for the YAA to develop an agenda and send out to relevant parties in a timely manner.
- d) The YPC and Mentors are to send images via text during each session, in order for the YAA to promote the workshops on social media in a timely manner.
- e) The YPC and mentors are to use the professional camera provided from Temora Shire Council for weekly consistent workshop photos (or give the responsibility to a Team member), in order to maintain high quality images for social media platforms.
- f) The camera is to be stored in the lockable cupboard in the kitchenette at Platform Y.
- g) If a parent or team member replies directly to a workshop messenger group, the YPC is to direct message the individual via her personal messenger, email or work phone to remind them the messenger groups are noticeboard, not a place for discussion and all correspondence needs to be directly to the YPC or Temora Youth Page.
- h) The YAA is to include the YPC preferred contact platform and hours after each message into the messenger groups.
- i) The YPC is to message each new member's parents before adding them into the mainstream messenger group and share the parent's communications policy with them.

3.9 PLATFORM Y HEALTH & COVID SAFETY POLICY**File Number:** REP20/679**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Platform Y Health & Covid Safety Policy**REPORT**

The Youth Program Coordinator, Melissa Carter has worked with the Youth Development Officer to develop a Health Policy that supports the return of face to face workshops at Platform Y. The policy documents covers the area to person ratio, entry and exit requirements, personal hygiene, food handling, use of water fountains, parent meetings, protecting our friends by not attending if sick, and pre-booking places so that numbers can be capped at appropriate rates.

This policy has been shared with each family, and copies are available for young people at Platform Y. Each mentor has been taken through the policy and acknowledged receipt and understanding of their role.

COMMITTEE RESOLUTION 12/2020

Moved: Cr Claire McLaren

Seconded: Cr Kenneth Smith

That the Committee resolved to recommend to Council to note the Platform Y Health & Covid Safety Policy.

AND FURTHER

That the policy be placed on public exhibition for 28 days.

CARRIED***Report by Kassi Owen & Melissa Carter***

Platform Y Health and COVID Safety Policy

"The Temora Youth Team are a bunch of crazy cool kids. Everyone is welcome regardless of race, age, gender, sexuality or ability. It is a safe place where you can develop a sense of identity, self-worth, confidence, belonging, and achievement. We are one big family".

To keep our little family safe we have reviewed the health guidelines for Platform Y and Kitchen. Please see the guidelines below. The Temora Youth Department and Temora Shire Council will continue to revise these guidelines based on the latest advice.

School students do not need to follow strict adult physical distancing guidelines, but should follow good hygiene practices like:

- regularly washing hands
- avoiding sharing drinks or food
- coughing or sneezing into your elbow, or a tissue which should be discarded immediately

To support this we will:

- Not exceed one person per 4 square metres of floor space
 - Require mentors to be at the venue 15 minutes prior to the start of the session, to ensure that when you "drop and go" supervision will be available instantly
 - Keep a record of all attendees on any given day, including mentors
 - Ask that students attending a session in the kitchen ENTER and EXIT via the stairs direct from the car park into the foyer leading to the Kitchen
 - Ask that those students attending a session in Platform Y to ENTER and EXIT via the main door
 - Provide hand soap for young people to wash their hands regularly
 - Provide hand sanitizer for use in the rooms
 - Remind young people to cover their mouth and nose when coughing and sneezing
 - Distribute meals prepared in Hospitality onto individual plates before eating. We will avoid share plates for now and follow the standard NSW Food Safety and Service Policies and Procedures in Hospitality workshops
 - Ask young people to refrain from bringing food from home to Platform Y
 - Ask young people to bring their personal water bottle to class
 - Ask those using the water fountain, to use a fresh paper cup and discard directly after drinking. Please do not leave cups around the room
 - Ask parents to pre-arrange meetings with the mentor, rather than coming into Platform Y
 - Ask that any young person, parent or guardian showing any cold or flu-like symptoms to contact the Youth Development Coordinator (Melissa Carter) and inform of absence, and stay home to protect their peers
 - Ask that if any young person, family members or other close contacts are tested for COVID-19, the team member refrains from attending Platform Y until the results of those tests are known and are negative.
- Please contact the Youth Development Coordinator (Melissa Carter) if this situation occurs.

Please do not hesitate to contact Melissa Carter on 0418 357 230 or mcarter@temora.gov.au if you would like any further clarification on any of these matters.

3.10 YOUTH INTERIM PROCEDURES POLICY**File Number:** REP20/680**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Youth Interim Procedures**REPORT**

The outgoing Youth Development Officer, Kim Sandgren, has developed and implemented interim procedures for the Youth Administrative Assistant and Youth Program Coordinator to help to support and limit interruption to general business while the position is being filled. This policy covers support, approvals, projects in development, meetings, reporting, communications, finance and future directions.

The Youth Department has worked through a support protocol with the Communications Officer, Economic Development Manager and Director of Administration & Finance, to ensure that the team can continue their roles with minimal disruption.

The outgoing Youth Development Officer will be available to support the incoming Youth Development Officer with a thorough hand over and outline of the Youth Plan, vision, projects in development, and make introductions to the newly acquired strategic partners and mentors.

COMMITTEE RESOLUTION 13/2020

Moved: Cr Dennis Sleigh

Seconded: Cr Claire McLaren

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

CARRIED***Report by Kassi Owen & Melissa Carter***

Youth Department Interim Procedures

Support

- Kate Slapp will continue to act as a mentor and Communications Supervisor to the Youth Department, however all editing should go through Kassi in the first instance
- Kassi to direct final draft documents to Kate – if in relations to promotion/social media
- Kassi to direct final draft documents to Elizabeth – if in relation to policy/reporting

Approvals

- Go to Kate for issues pertaining to Communications
- For changes, approvals, and supervisory support then go direct to Elizabeth

Projects in Development Phase

- These projects will essentially remain on hold until a YDO is appointed.
- Craig has intimate knowledge of the Adulting 101 program is any enquiries are made.
- I have emailed Kassi the details of the Youth Made Market so that she can start to develop posters and consider a marketing plan.
- I have connected Mel with Grant Nicholson in relation to the Boyz II Men program, in case they wish to start before the YDO is appointed.

Youth Department Meetings:

- Kassi will attend the office fortnightly, to align with the Youth Leadership Team Meeting
- The Youth Department Meeting is booked for 11:00am on these alternate weeks
- Kate will attend these meetings as the Communications Officer and mentor
- Kassi will be responsible for minutes of this meeting
- Mel to email Kassi her ideas, questions, updates and priority list by 10:00am Monday, so that Kassi can prepare an agenda prior to the meeting
- The goal of the meeting is to discuss the events of the coming fortnight, the marketing and support strategies required, create priority lists and goals.

Youth Leadership Team Meetings:

- Mel to email Kassi any information she would like added to the agenda on the alternate Monday to the meeting, including general business, correspondence and updates.
- Mel to continue to chair the meetings
- Kassi to continue as Secretary
- Goal is to get each of the Team Leaders to start preparing a report for each meeting

Pulse:

- Mel to complete draft
- Kassi to edit and submit

Emails

Given that we want Mel doing as much face to face programming as possible, in the interim I think this could go to Kassi and she can distribute the emails accordingly, so that the appropriate person can act on the content.

Credit Card Statement

- Mel to complete
- Please be sure to photocopy each receipt and place copies in the zip lock folder ready for the monthly report

Reporting

- Kassi will be responsible for reporting
- Mel to complete report information template and send to Kassi
- There is no Youth Committee Meeting scheduled for June at this stage

Payslips

- Pay week is on the alternate week to the Leadership Team Meeting, so we will need to devise a plan for Kassi to have her time sheet completed and sent to Cath
- Elizabeth will be signing and approving your pay sheet

Music

- I am excited to stay on as Music Mentor
- I will work with Mel to organise workshops once Platform Y is operational
- I will work with Mel to continue the "Performance Experience with 1979 Program"
- I will continue to maintain the music storeroom and gear until the YDO is appointed, and perhaps beyond...
- I will ensure all WWC's are up to date with 1979, in case parents are not present.

Young Citizen of the Year Nomination:

- Please ensure that Ben Raynor is nominated with his cumulative totals included

1. YOUTH DEVELOPMENT OFFICER - OUTGOING**COMMITTEE RESOLUTION 14/2020**

Moved: Cr Rick Firman

Seconded: Cr Kenneth Smith

The Committee resolved to recommend to Council that the Chairman write a letter of appreciation to the outgoing Youth Development Officer.

CARRIED

4 CLOSE MEETING

The Meeting closed at 1:33PM.

This is the minutes of the Youth Advisory Committee meeting held on Tuesday 7 July 2020.

.....

GENERAL MANAGER

.....

CHAIRMAN

6.2 MINUTES OF THE ASSETS & OPERATIONS COMMITTEE MEETING HELD ON 7 JULY 2020

File Number: REP20/749

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Minutes of the Assets & Operations Committee Meeting held on 7 July 2020

RECOMMENDATION

It was resolved that the reports be received.

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



Date: Tuesday, 7 July 2020
Time: 2:00PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Assets & Operations Committee Meeting

7 July 2020

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**MINUTES OF TEMORA SHIRE COUNCIL
ASSETS & OPERATIONS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 7 JULY 2020 AT 2:00PM**

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

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

1 OPEN MEETING

2:00PM

2 APOLOGIES

Nil

3 REPORTS**3.1 RON MARTINS ROAD CLOSURE - SUBMISSION**

File Number: REP20/629
Author: Executive Assistant
Authoriser: General Manager
Attachments: 1. Correspondence

REPORT

Following the below resolution by Council for the closure of Ron Martins Road, Council's Engineering Department have proceeded with the notification and advertising, with survey being undertaken.

Resolution 1/2020

Moved: Cr Graham Sinclair

Seconded: Cr Dale Wiencke

It was resolved that Council closes the Ron Martin Road and the land be advertised for sale with the boundary being adjusted in the adjoining land owners land.

AND FURTHER

That Ron Martin name is referred to the Council road naming list as a priority. Carried

All relevant authorities have received notification of the road closure as per the Roads Act 1993 requirements. No notifiable authorities have objected to the proposal; however one submission from a resident has been received (attached).

Objection

The objection is due to the perceived use of the road for off-road recreational purposes.

Councils Engineering Department Technical Advice

Council is required to consider objections in relation to road closures where received and negotiate with objectors where appropriate. Council is to consider all submissions and make a final decision on the road closure proposal (*section 38D of the Roads Act 1993*).

As there was no formal objection by notifiable authorities which would immediately prevent the road closure as per the Roads Act 1993 it is suggested that Council proceed with the road closure.

COMMITTEE RESOLUTION 37/2020

Moved: Cr Rick Firman

Seconded: Cr Claire McLaren

The Committee resolved to recommend to Council that the Author of the correspondence have a meeting with the Engineering Department to further discuss their submission and report back at a later time.

CARRIED

Report by Amanda Colwill

The General Manager
Temora Shire Council
PO Box 262
Temora NSW 2666
temshire@temora.nsw.gov.au

Dear Mr Lavelle,

Re: Proposed Road Closure, Ron Martin's Road, Temora

We read with dismay of the proposed closure of Ron Martin's Road. It would appear that a precedent has been set and many minor laneways and thoroughfares around our town are being relinquished from public access and sold/leased to private landholders. Our concerns about this are:

1. The roads provide safe environments for walking, exercising dogs, running, cycling and horse riding away from major roads;
2. The roads provide an escape from the monotony of urban bitumen and trafficked roads;
3. The areas are corridors of remnant vegetation that provide a haven for native flora and fauna;
4. The closure of these roads diminishes what our town has to offer its residents in terms of outdoor activity and removes the opportunity for highlighting a hitherto unrecognised asset

Residents of Temora have few areas that are available for walking, running and cycling off road. This is an interest of both of us but also of our friends and colleagues. As these laneways (such as Ron Martin's Road) close, the number of interesting routes left to run or ride or walk which are close to town dwindle. This means that we are forced to use busier roads which are less interesting, less attractive and not as safe (or adventurous) for us and our children.

Although not horse riders ourselves, we often see people riding horses on quiet laneways including Ron Martin's Road. The larger lifestyle blocks on the edge of town are popular with horse owners who need places to ride their horses. Laneway closure means fewer places for horse riding (or bike riding) and the appeal of living in Temora diminishes.

As active holiday makers to regional towns around NSW and Victoria, we look for locations where we can explore the surrounds in a safe, interesting and family friendly way on bike and foot. The importance of having outdoor spaces available for recreational pursuits cannot be understated. It adds greatly to the appeal of a town for living in and visiting.

Temora is in the middle of the region which has one of the highest rates of obesity in NSW. This is due to inactivity, amongst other things. We need to be encouraging all of our community members to be active and we need to provide places for them to be so. As our urban fringe expands (we note in the paper another area ripe for development at Temora West, not to mention the Ellerslie estate)

we fill in the roads and laneways with busier paved sections that will no longer be appealing or deemed safe for kids to ride around, families to walk dogs around and so on. Our kids lose the opportunity to explore the natural environment around them and get further locked into an urban existence which detracts from the benefit of living in a safe country town – ie: a more relaxed, free and easy outdoor life.

In a world where car is chief and farming dominates the environment beyond the town boundary, it would be lovely to see preservation of unstructured outdoor areas with access for all that can be enjoyed for recreation. This adds to the appeal generally in smaller towns and would be very much appreciated by us and our friends who are constantly seeking more interesting places to run, ride and walk. It is also important to preserve these areas as the town expands so that these accessways remain and can provide similar experiences for future generations.

During these COVID-19 social distancing times we have noticed many more people enjoying the outdoors and walking with family. It would be wonderful to be able to continue encouraging outdoor pursuits by keeping and publicising access to, and encouraging the use of, these little laneways which have been widespread around the edges of Temora but are slowly being closed off. Council has been very proactive in investing in the path to and around the Lake, and also the railway precinct walk. How lovely it would be to expand this commitment to include the lanes around Temora (or those that are still accessible).

Having done some research into closures of laneways around Temora recently, we can see that they are all transferred into crown land initially, yet access to the public has been restricted (Briar St, Elm St, Kurrajong St). In other laneways, fences have appeared out of nowhere yet they remain gazetted as public roads (Brittania St, possibly others). Why can't these lanes be opened for pedestrian/horse/bike access? They don't have to be manicured and maintained, they just need to be open. Another that has closed recently is Mills Road which runs between Burley Griffin Way and Reynold's Lane – this has been a favourite running and riding route and its absence now reduces the number of routes around town that are a realistic running distance away from the (undesirable) main roads. At the time of closure these roads apparently became crown property. Are they still Crown property? If so, they should be opened up. If not, why were these sold off in the first place?

In the UK there are laws which allow the public access to walkways across private land (the "Right to Roam") for recreation. We do not have this in Australia but the premise is the right for the public to have access to open space for recreation. Currently in the Temora shire there are few open landscape areas that can be accessed by the public (Narraburra Hills are private property, Boginderra Hills are public but the access is difficult and unpublished). In contrast to the hills, we have state parks (Ingalba, for example) but these are not the most attractive in comparison to the hills. The point is that there is little public access to open, unstructured land for recreational use and therefore we should be retaining what access we have and encouraging its use.

Returning to the issue of Ron Martin's Road, we use it. We cycle it, we run it, we know others who do the same. Gravel cycling is growing (look at the "Dirty 130" event held around Wagga annually, and the Wagga trail marathon for running) and Temora's appeal is the network of gravel and dirt roads at a good distance from town. Ron Martin's road is an important link between the spokes of gravel roads leading from the hub of Temora. By closing it, it is forcing us onto busier roads, closing off the opportunity for linked routes on dirt, gravel etc close to town. The more lanes close, the more this happens and the less appealing Temora becomes and the less reason there is for likeminded people to stay. Temora is not just about cars and farming and keeping kids indoors watching screens. We need to celebrate being in a town that is safe and allows people to roam, kids

to make tracks and jumps and forge pathways to adventure. We need to encourage this, provide for it and make it happen. And if we are unable to reverse decisions that have been made which go against this then it would be beneficial to at least stop it happening in the future.

We would be delighted to have the opportunity to discuss our submission further and look forward to hearing from you.

Yours sincerely,

3.2 TAYLORS LANE RENAMING

File Number: REP20/643
Author: Senior Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: 1. Previous Reports
2. Correspondence Taylors Lane

REPORT

Following a previous report regarding a proposal to rename Taylors Lane due to also having Taylors Road closer to town, Council has received further correspondence outlining the disappointment of not electing to rename Taylors Lane. Previous resolution 37/2020 March 2020 It was resolved that the Committee recommend to Council to take no action on the renaming of the road. This motion was adopted by Council through resolution 55/2020.

This correspondence attached is from a person that initially submitted a suggestion for McNamara Road in which was 1 of 8 submissions suggesting McNamara Road.

It is reminded that Taylors Lane is not a gazetted name and is unable to be gazetted due to Taylors Road closer to Temora already gazetted. Further this name of Taylors Lane is currently in use but historically the road was originally called Thurungley Boundary Road.

Following the March resolution Councils Senior Engineering Technical Officer advised the Bland Shire Council Director of Engineering that;

Temora Shire Council resolved at the March 2020 meeting not to proceed with renaming Taylors Lane due to a letter of objection relating to the Taylor family and their significance to the area including Barmedman. There were 8 submission suggesting McNamara Road (as I had sent you previously) so this may be a name Bland Shire Council could use if you happen to name or rename a road in the area.

Previous reports are attached as background information however excluding the correspondence submitted with the report in March which was confidential due to the correspondence.

COMMITTEE RESOLUTION 38/2020

Moved: Cr Claire McLaren

Seconded: Cr Kenneth Smith

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

CARRIED

Report by Alex Dahlenburg

4 CONFIDENTIAL REPORTS**4.1 TAYLORS LANE PROPOSED RENAMING****File Number:** REP20/211**Author:** Senior Engineering Technical Officer**Authoriser:** Engineering Technical Manager

Attachments:

1. Taylors Lane Dec 2019 Assets and Operations Report
2. Letter of Objection
3. Renaming submission letter 1
4. Renaming submission letter 2
5. Renaming submission letter 3
6. Renaming submission letter 4
7. Renaming submission letter 5
8. Renaming submission letter 6
9. Renaming submission letter 7
10. Renaming submission letter 8
11. Advertisement for Taylors Lane Renaming Public Suggestions

The Council is satisfied that, pursuant to Section 10A(2) of the *Local Government Act 1993*, the information to be received, discussed or considered in relation to this agenda item is:

- e information that would, if disclosed, prejudice the maintenance of law.

REPORT

Councils Engineering Department has proceeded with advertising for naming suggestions in relation to Taylors Lane as per the December 10th Assets and Operations report attached. The Council resolution was to adopt the resolution made by the Committee. This renaming seeking public submission was initially advertised on Friday 10th January and closed on Friday the 28th February 2020.

Following the public submission period Council is in receipt of one letter of objection to the renaming and eight letters request that the new name be McNamara Road if renamed. These letters are all attached for consideration.

The road transverse the boundary between both the Temora Shire LGA and Bland Shire LGA which means any resolution in regard to this report should note – “*Subject to concurrence by Bland Shire Council*”. Bland Shire was happy for Temora to proceed with the investigating re renaming by advertising for public input however needs to concur any final decision before renaming may proceed.

Renaming will be undertaken in accordance with the NSW Roads Regulation 2008 – Part 2 Roads – Division 2 – Naming of Roads – 7 Notice to be given of proposed name.

Budget Implications

Associated costs through the entire road renaming process include;

Item	Quantity	Cost
Advertising	1	\$120
Administration (Letters, application, etc.)	1	\$300

CONFIDENTIAL ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

10 MARCH 2020

Gazette Notice	1	\$120
Sign posting	2 signs @ \$220 each	\$440
Rural Addressing Updates	1	\$220
TOTAL		\$1,200

COMMITTEE RESOLUTION 37/2020

Moved: Cr Claire McLaren

Seconded: Cr Rick Firman

It was resolved that the Committee recommend to Council to take no action on the renaming of the road.

CARRIED*Report by Alex Dahlenburg*

ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

10 DECEMBER 2019

3.6 TAYLORS LANE PROPOSED RENAMING

File Number: REP19/1504
Author: Senior Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: Nil

REPORT

Taylors Lane is located off Wests Road on the Temora and Bland Shire Council boundaries, this is right where the old Parishes of Thrurungly, Carraburra and Waarbilla adjoin each other. The lane is classified by the Geographical Names Board as Bland LGA name in use but not government gazetted as the majority of the lane is within Bland Shire with Temora Shire Council responsible for only the first 1.1km running off Wests Lane in regard to maintenance.

Temora Shire Council also has a Taylors Road which runs from Goldfields Way at Gidginbung across to the Trungley Hall Road with this road fully Council's responsibility and already government gazetted.

Confusion has been seen in past discussions pertaining to work on these roads due to the duplicated Taylors naming, so Council staff have been in discussion with Bland Shire to ask if any objection would be met with changing the name of Taylors Lane on the boundary as it isn't gazetted. Bland Shire Council has no objection to Councils request to rename the road as long as they have opportunity to call for public submissions for proposed new names prior to proceeding with the renaming.

Councils Engineering Department has investigated the area to determine names identified in the area based on parish maps but not already recognised as road names in the area in questions. These names were forwarded to councils Rural Museum Manager Mr Bill Speirs to provide input to any historical significance of suggested names however Bill indicated he has limited knowledge of history in this particularly area and sought assistance from Mrs Ros Hartwig who was also unable to help as it was outside of her researched Trungley Hall area.

Renaming suggestions based on historical parish maps for previous adjoining family names are;

McNamara Road - (Mary & Teresa McNamara)
Neindorfs Road - (A E Neindorf)
Hoopers Road - (T F Hooper)
Park Road - (George Park)
Gowens Road - (J. D Gowen)
Goulds Road - (J A Gould)
Muldowney Road - (Michael Muldowney)

Other names in the area were Taylor, Regan, West and Stewarts however these are already used as names for Temora Shire Council roads.

CONFIDENTIAL ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

10 MARCH 2020

ASSETS & OPERATIONS COMMITTEE MEETING MINUTES**10 DECEMBER 2019**

At this stage Council's Engineering Department is seeking agreeance in proceeding with investigating the proposed renaming of Taylors Lane by seeking 28 day public submission for alternate names to be proposed. This would also give Bland Shire the same opportunity to advertise for naming suggestions with any naming submissions and the names of the historical parish maps to be considered at a future Council meeting.

Budget Implications

Advertising 1x Article = \$120

COMMITTEE RESOLUTION 136/2019

Moved: Cr Max Oliver

Seconded: Cr Rick Firman

It was resolved that the Committee recommend to Council to consider renaming Taylors Lane by advertising a 28 day submission period seeking public suggestions for the new name including any supporting historical significance of any suggested names. Following the submission period a report is presented back to a future Committee and Council Meeting for consideration of the proposed names for official renaming to proceed.

CARRIED***Report by Alex Dahlenburg***

At 3:00 pm, Cr Max Oliver left the meeting.

Item 3.6

Page 47

Item 4.1- Attachment 1

Page 11

Engineering Department
Temora Shire Council
PO Box 262,
TEMORA NSW 2666

Dear Mr Fisher,

Thank you for your letter advising me of Council's decision to take no further action with the renaming of Taylors Lane.

I must confess to being rather disappointed with this decision as quite a few of us thought that it would be a great opportunity, from an historical point of view, to include the names of other early settlers in the area. I do understand that the Taylor family would have been disappointed with a name change as they do live there, but as Taylors Road is also in the area, a name change would have been practical to save confusion and, as I mentioned before, would include other historical family names.

Yours Sincerely,



3.3 ELITE SPORTSMAN WALK OF HONOUR SIGNAGE

File Number: REP20/659
Author: Senior Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: 1. Signage Paleface Park

REPORT

Temora Shire Sports Council President Cr Firman OAM, has tendered a request for signage at Paleface Park indicating the Elite Sportsman Walk of Honour in the form of a finger board style sign the same as the CountryLink Bus Stop sign and Public Toilet sign as per the image attached.

A finger board of this kind will cost less than \$100 including installation on the existing post.

It should be noted that a similar request for a finger board at this location was submitted to Council in August 2019 by the Temora Ex-services Club President with Council resolving;

COMMITTEE RESOLUTION 2/2019

It was resolved that the Committee recommend to Council that the Temora Shire Council Planning Regulatory PR3 – Signage Guidelines be reviewed to provide consistency in making decisions on this type of signage prior to any approval.

AND FURTHER

That a letter in response to the request be sent advising that a decision is awaiting the Signage Guidelines review.

RESOLUTION 1/2019

Moved: Cr Dennis Sleigh

Seconded: Cr Nigel Judd

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

CARRIED

Currently Policy PR3 – Signage Guidelines are under review to be presented to a future Signage Committee by December 2020. Based on the signage request by the Temora Ex-Services Club being deferred until PR3 Policy review is completed it is suggested by the Engineering Department that this request is also reviewed once the policy review of PR3 has been completed.

Further noted by Councils Engineering Department is that Paleface Park on Councils website doesn't mention the Elite Sportsman Walk of Honour or any other separate section highlighting it on Councils website. Council could consider promotion of the Elite Sportsman Walk of Honour further through tourism (Visitor Information Centre), facebook or Council's website.

RECOMMENDATION

The Committee resolved to recommend to Council that designs be sought for the Sportsman's Walk of Honour signage

AND FURTHER

That Council investigate options for promoting it on social media including google maps.

CARRIED

Report by Alex Dahlenburg



Image 1: Signage in Paleface Park

3.4 PROPOSED GLOUCESTER PARK FITNESS STATION - POTENTIAL JOINT PROJECT WITH TEMORA HIGH SCHOOL

File Number: REP20/656
Author: Executive Assistant
Authoriser: General Manager
Attachments: 1. Temora High School

REPORT

Following representations to the May Council meeting, Temora High School staff have been working with equipment suppliers to firm up a design and costing. (Copy attached)

The total project cost is \$54,990 which includes rubber soft fall installation.

At the May meeting, the High School were unsure of their level of financial contribution, which has now been finalised along with the overall project cost.

Council resolved to support the concept in principle, but did not allocate any funds towards the project in the upcoming financial year budget.

The High School have now confirmed that they are prepared to contribute 25% and have asked if Council would consider doing the same.

The potential benefits for the school and the wider community were outlined in the previous report, submitted to May's Council Meeting.

Realistically, it is unlikely for a successful grant to be found, won and required to be executed within a 12 month time frame so funding could be allocated in next year's budget estimates, if Council were agreeable to the concept and financial arrangement proposed.

Budget Implications

The High School is seeking to partner with Temora Shire Council in delivering this project, which is grant funding dependent.

Under the High Schools latest proposal, Council would need to contribute a maximum of \$13,747.50 if the grant was successful (most likely in the 2021/22 financial year).

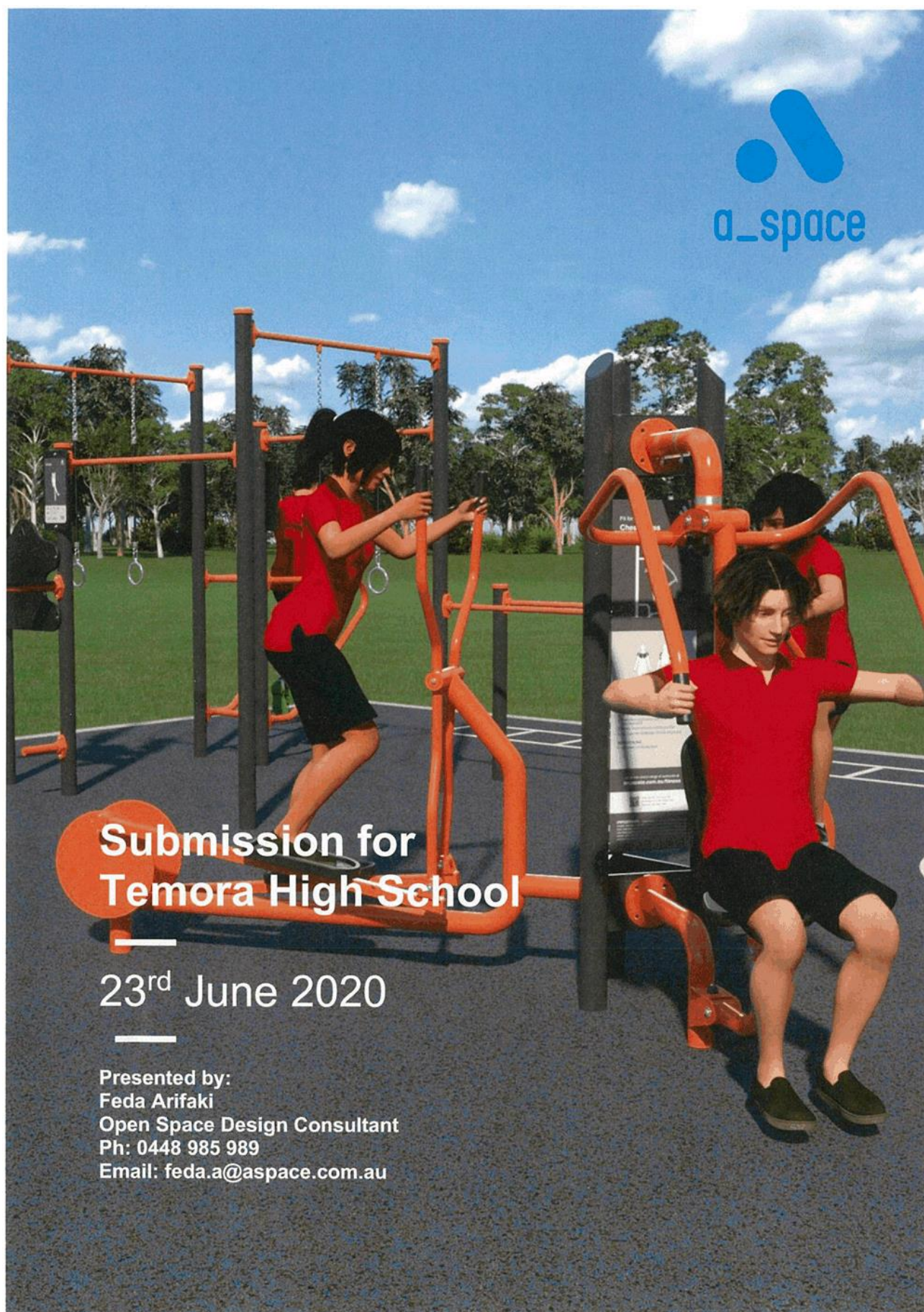
COMMITTEE RESOLUTION 39/2020

Moved: Cr Rick Firman
Seconded: Cr Dale Wiencke

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

CARRIED

Report by Kris Dunstan





a_space australia Pty Ltd
3 Dalmore Drive,
Scoresby VIC 3179
offices across australia

abn 38 622 747 899
P — 1800 632 222
info@aspaceto.com.au
aspaceto.com.au

23rd June 2020

Att: Sheree Elwin
Temora High School
Anzac St
Temora NSW 2666

Dear Sheree,

**Re: Design, Supply and Install of Fitness Equipment for
Temora High School**

It is with pleasure that we provide our submission for the design, supply and installation of fitness equipment for Temora High School.

a_space design and manufacture playground and outdoor fitness equipment to meet Australian Standards and the Australian climate. We have conducted research and applied our findings to ensure the design for Temora High School will deliver a quality, well resolved solution that will be embraced by those using it.

The design enclosed in this submission have been created through the collaboration of our in-house design team comprising 6 experienced designers. Each of our designers understand the ingredients to provide an engaging experience for users.

We understand the responsibility of taking on projects like yours and are proud to highlight key aspects of our credentials to provide confidence.

- **Commitment.** We are vocal advocates for enhancing play and community wellness working closely with peak industry bodies including Play Australia and Parks and Leisure Australia
- **Experience.** We have been designing and manufacturing playground and fitness equipment for more than 20 years. Over that time we have completed many thousands of projects
- **Australian made.** As an Australian manufacturer we offer short lead times and maintain complete control over production. We stand by the commitments we make.
- **Durability.** a_space products are engineered for Australian conditions including our harsh coastal environments
- **Quality, Safety and Sustainability.** a_space is quality accredited business to the ISO9001 Standard and maintains strict OH&S and environmental standards.
- **Extensive Warranty.** Our products are backed by a comprehensive 10 year structural warranty
- **Reliable after sales support.** We maintain a comprehensive range of spare parts available with fast turnaround times. All service requests are responded to within 48 hours



- **Excellence in project delivery.** Every project is allocated a dedicated a_space Project Manager charged with the responsibility of coordinating our installation teams and keeping our customers well informed of progress.

A key element of the enclosed submission is the 'Scope of Works'. This details the specific deliverables and inclusions along with specifications for the project helping to ensure expectations are clearly set and met.

Thanks again for the opportunity and please call with any queries.

Kind regards,

A handwritten signature in black ink, appearing to read 'Feda Arifaki'.

Feda Arifaki
Open Space Design Consultant

Temora High School Fitness



Specification
Standard

Colour scheme*
Equipment: Intensity Orange, Uprights: Charcoal Salin
Undersurfacing: Rubber (Oceanic Shade)

a_space range / s
Fitness Extra & Fit-for-Parks

Drawing ref
D62896-1A

Date
23/06/2020

This drawing is subject to copyright and is confidential | *Drawing and colours are indicative only and do not represent true scale

Temora High School Fitness



Specification
Standard

Colour scheme*
Equipment: Intensity Orange, Uprights: Charcoal Salin
Undersurfacing: Rubber (Oceanic Shade)

a_space range / s
Fitness Extra & Fit-for-Parks

Drawing ref
D62896-1A

Date
23/06/2020

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Temora High School Fitness



Specification
Standard

Colour scheme*
Equipment: Intensity Orange, Uprights: Charcoal Salin
Undersurfacing: Rubber (Oceanic Shade)

a_space range / s
Fitness Extra & Fit-for-Parks

Drawing ref
D62896-1A

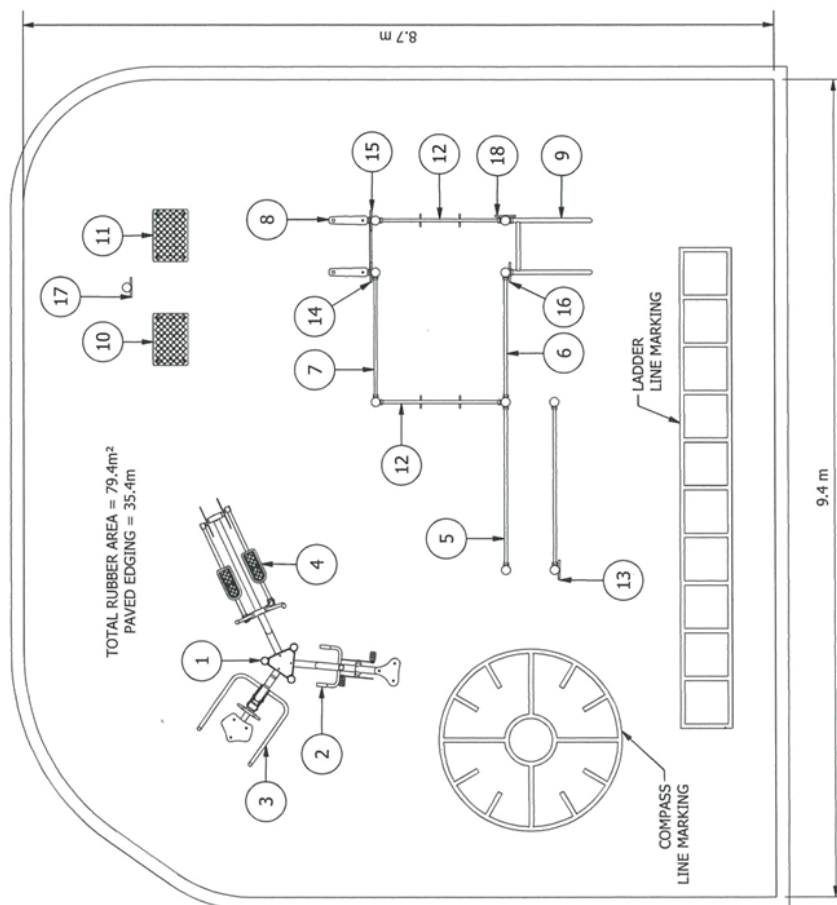
Date
23/06/2020

This drawing is subject to copyright and is confidential | *Drawing and colours are indicative only and do not represent true scale

Temora High School Fitness



ITEM	DESCRIPTION	QTY	FHF (mm)
1	FFP Central Column Triple	1	N/A
2	FFP Aerobic Cycle	1	850
3	FFP Chest Press	1	580
4	FFP Elliptical Trainer	1	400
5	FTX Parallel Bars 1090	1	1110
6	FTX Pull Up Bar 2100	1	2110
7	FTX Pull Up Bar 1900	1	1910
8	FTX Leg Raises	1	1240
9	FTX Body Dips	1	1205
10	FTX Box Jump 450	1	450
11	FTX Box Jump 600	1	590
12	FTX Roman Rings 1250	2	1180
13	FTX Parallel Bars - Sign	1	N/A
14	FTX Pull Up Bars - Sign	1	N/A
15	FTX Leg Raises - Sign	1	N/A
16	FTX Body Dip - Sign	1	N/A
17	FTX Box Jumps - Sign	1	N/A
18	FTX Roman Rings - Sign	1	N/A



Design Plan

Design No:

Drawn by: J.M.

Date drawn: 22/06/2020

D62896-1A

DESIGN COMPLIANT
WITH AS 4685:2014

Site Layout is indicative only & subject to change.
This design is confidential & subject to Copyright.

Scale Bar 1:50@A3 (metres)

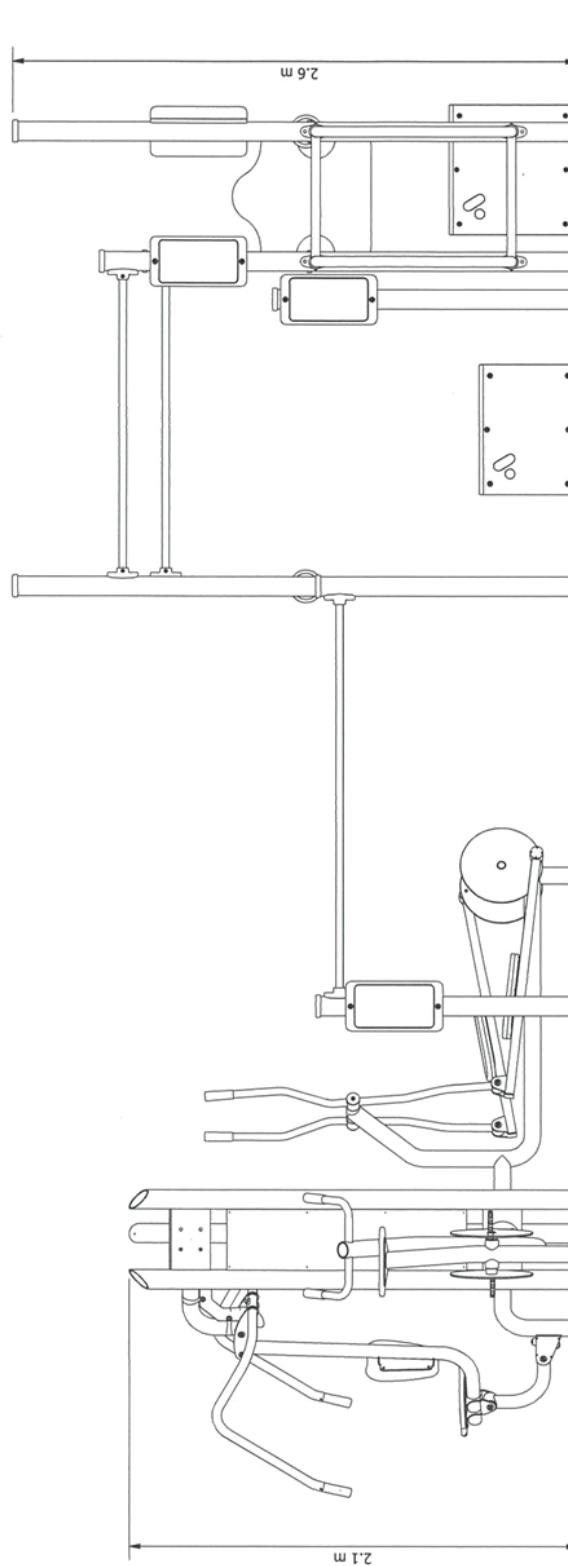


Temora High School Fitness



RECOMMENDED MINIMUM SHADE CLEARANCES (AS4685.0 2017)

- 2.5M FROM ANY ACCESSIBLE PART OF THE EQUIPMENT TO ANY CLIMBABLE PART OF THE SHADE STRUCTURE
- 1.5M FOR ALL OTHER SITUATIONS



Site Layout is indicative only & subject to change.
This design is confidential & subject to Copyright.

Scale Bar 1:20@A3 (metres)

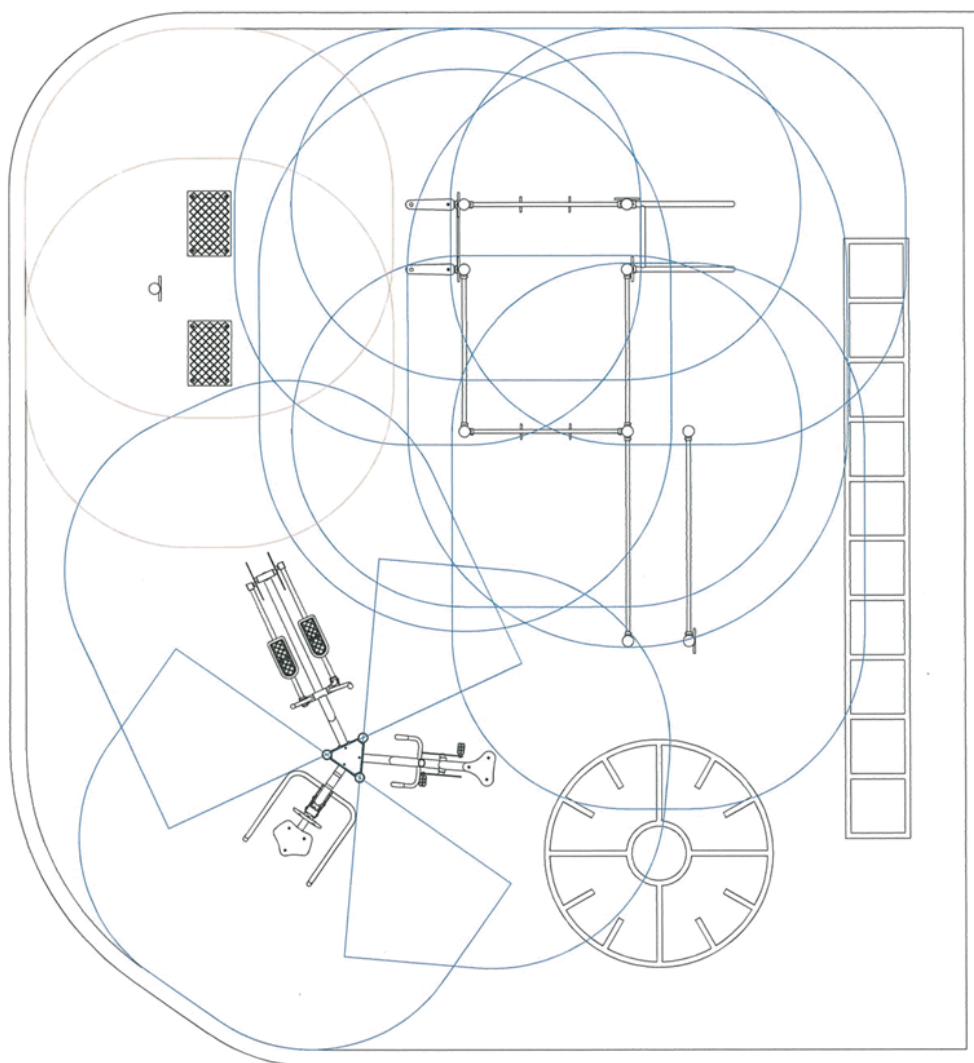


DESIGN COMPLIANT
WITH AS 4685:2014

Elevation/s

Design No: **D62896-1A** Drawn by: **J.M.**

Date drawn: 22/06/2020

DESIGN COMPLIANT
WITH AS 4685:2014

Drawn by: **J.M.**

Date drawn: 22/06/2020

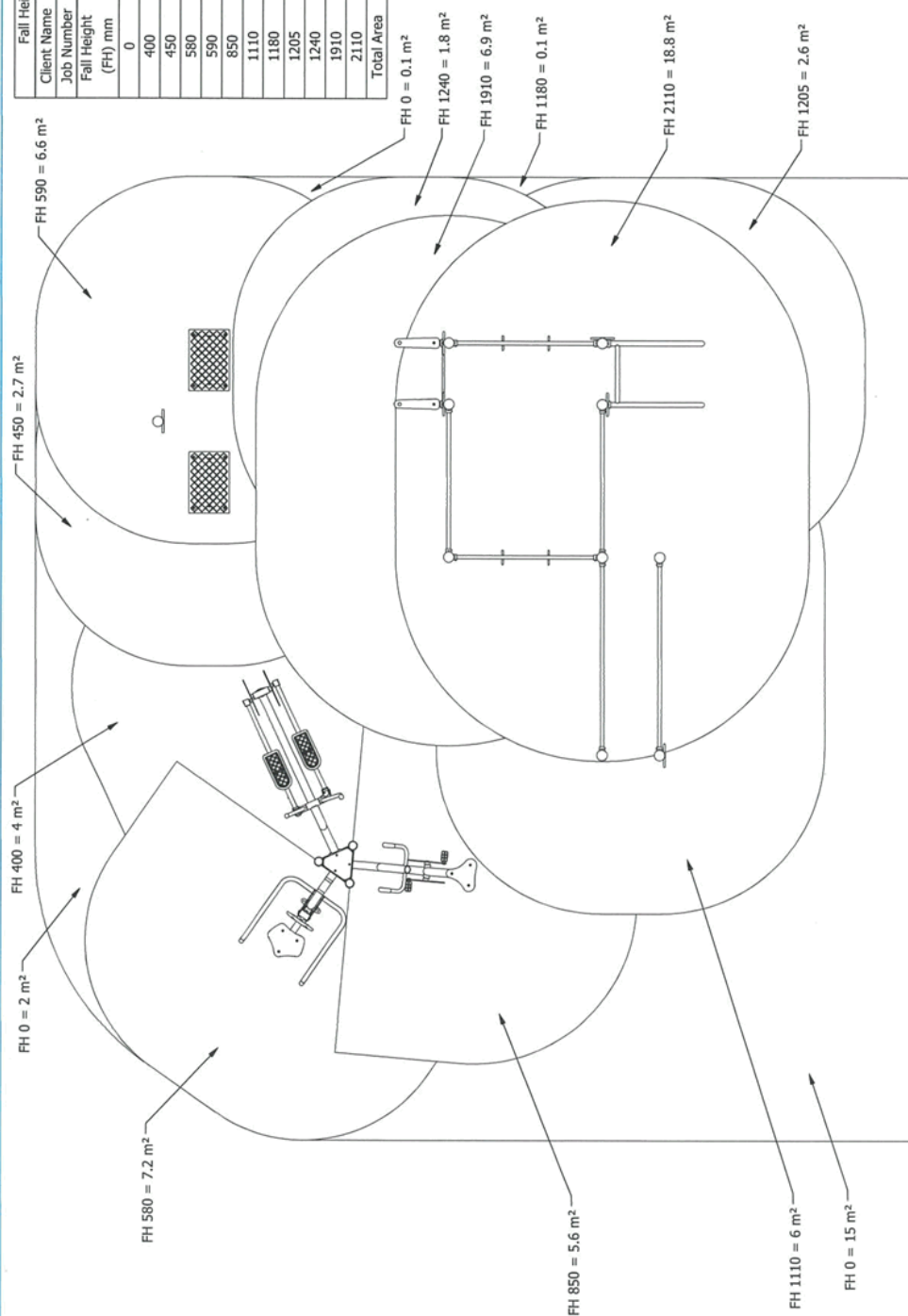
Site Layout is indicative only & subject to change.
This design is confidential & subject to Copyright.

Scale Bar 1:40@A3 (metres)

Temora High School Fitness



Fall Height Summary		
Client Name	Temora High School	
Job Number		
Fall Height (FH) mm	Area (m ²)	
0	17.1	
400	4	
450	2.7	
580	7.2	
590	6.6	
850	5.6	
1110	6	
1180	0.1	
1205	2.6	
1240	1.8	
1910	6.9	
2110	18.8	
Total Area	79.4	



Free Height of Fall Plan

Design No:

D62896-1A

Drawn by: J.M.

Date drawn: 22/06/2020

DESIGN COMPLIANT
WITH AS 4685:2014

Site Layout is indicative only & subject to change.
This design is confidential & subject to Copyright.

Scale Bar 1:40@A3 (metres) 0 5



a_space australia Pty Ltd
3 Dalmore Drive,
Scoresby VIC 3179
offices across australia

abn 38 622 747 899
P — 1800 632 222
info@aspaceto.com.au
aspaceto.com.au

Quotation

No. 62896

Date 23rd June 2020

Customer
Temora High School
Anzac St
Temora NSW 2666

Attention
Sheree Elwin
SHEREE.HENMAN@det.nsw.edu.au

Description

Supply, deliver and install fitness equipment
at Temora High School, Temora NSW

as per design drawing D62896-1A

and as per Scope of Works enclosed

TERMS:

Invoiced in full upon project completion.
Payable 30 Days from date of invoice.

Important notes:

- This quote is valid for 30 days
- To accept this quote please complete and sign the enclosed Acceptance Advice and email together with your Purchase Order to feda.a@aspaceto.com.au

Total (ex GST)	\$ 54,990.00
GST	\$ 5,499.00
TOTAL	\$ 60,489.00



Customer: Temora High School

Att: Sheree Henman-Elwin

Date: 22/06/2020

Scope of works

For quote no: 62896

Location: Gloucester Park Anzac St, Temora NSW 2666

Our scope of works details our approach and inclusions.

Ensuring clarity is key to delivering a successful streamlined project.

Contact List:

Company	Name	Position/responsibilities	Contact Details
Temora High School	Sheree Henman-Elwin	PD/H/PE Head Teacher	(02) 6977 1988 SHEREE.HENMAN@det.nsw.edu.au
a_space	Feda	Key Account Manager and Design	0448 985 989 feda.a@aspaceto.com.au
a_space	Paul Johnson	Projects Manager	0439 113 570 paul.j@aspaceto.com.au

Inclusions:

- **Prior to works commencing on site**
 - Submission of scaled 2D plan view plus coloured 3D render of proposed equipment to client.
 - Obtain Subgrade Services Reports (Dial before U Dig) for electricity, water, gas and communications
 - Client to submit signed risk acknowledgment if equipment is intended for use during school hours
- **On site preparation prior to installation**
 - Independent Service Location (also known as Underground Scan)
 - Site mark out including softfall boundaries prior to commencement of construction works for client approval.
 - Supply and installation during construction period of temporary construction fence: 50m
 - Excavate footprint (80m²) and relocate on site appx 12m³
 - Excavation includes some minor cut and fill which will use up some of the excavated materials
 - We have included disposal of footings and surplus excavated material, to be disposed off site, to an estimated total of 10m³.



- **Supply, delivery & installation of outdoor fitness equipment as specified in**
 - a_space drawing number D62896-1A
- **Supply & installation of edging**
 - Supply and installation of 35.4m of brick paver edging
- **Supply & installation of undersurfacing**
 - Subbase: 13 tonne compacted crush rock
 - Wet pour Type –
 - Compliant rubber wet pour in Pre colours CSBR wet pour
 - Compass and ladder line marking
 - Edge
 - Paver as specified in above edging section
 - Colours: To be confirmed by client
 - Security: 9 hours has been allowed for onsite security during the initial curing of the final layer of rubber wet pour. Curing times do vary with an average of 24 hours. Additional security can be provided for an additional cost if deemed necessary by the customer. Any repairs for vandalism to curing rubber beyond the allowed-on site security time will be at the customer's cost.
- **On site works after installation**
 - Site clean up
 - Wipe down equipment
 - Site remediation, re-seeding and top soil around perimeter
 - Removal of the temporary construction fence
 - Practical Completion
 - Sign off
- **After sign off**
 - Delivery of warranty
 - Supply of compliance certificate for the outdoor fitness equipment once payment received in full

Exclusions:

Please note: Normal site access and ground conditions are assumed unless noted in this Scope of Works. If site access is limited beyond any predefined limitations (which will be noted in this Scope of Works) additional charges will be applicable. If ground conditions are deemed abnormal beyond any predefined abnormalities (which will be noted in this Scope of Works), eg. resulting from recent weather or local environmental issues, additional charges will be applicable. An estimate for any additional charges will be advised for approval prior to any works taking place.

New 2020 Colour Range

A range of contemporary colour schemes is available utilising high quality Dulux powder coatings.

The colours have been selected to enable the integration of Fitness Extra with Fit for Parks installations.

Fit for Parks

Equipment Colours



Rainforest Glow Green



Intensity Summer Orange



Silver Pearl



Blaze Blue



Tickled Pink

Fitness Extra



Rainforest Glow Green



Intensity Summer Orange



Silver Pearl



Blaze Blue



Tickled Pink



Stainless Steel

Column Colours



Silver Pearl



Charcoal Satin



Silver Pearl



Charcoal Satin

Material specifications

Both Fit for Parks and Fitness Extra ranges of equipment have been designed and are manufactured in Australia to suit Australian conditions standing up to years of heavy use.

We offer two specification types including a Marine Grade specification designed to stand up to Australia's harsh coastal

Fit for Parks

	Finish	Marine Grade
Central Columns 89mmOD x 5mm steel tube Base plate for surface mounted option - 12mm steel plate	Zinc plated under powder coat	Hot dip galvanized under powder coat
Individual Exercise Units - Structures Steel tubing for components ranges from 33.7mmOD to 76mmOD Mounting points for individual exercise units - 12mm steel plate	Zinc plated under powder coat Powder coated	Hot dip galvanized under powder coat Powder coated
Discs for Elliptical Trainer and Aerobic Cycle 3mm stainless steel plate	Steel supports zinc plated under powder coat	Steel supports zinc plated under powder coat
Seats for all relevant items, footrest for Leg Press & platform for Body Twist Robotically routed UV stabilised HDPE affixed to plate steel supports		
Shafts Solid stainless steel. Various diameters		
Bearings Stainless Steel NSK (or equivalent) sealed bearings and high tech synthetic bearings Various diameters		
Pedals for Aerobic Cycle Powder coated cast aluminium with heavy duty chromo shaft		
Platforms for Elliptical Trainer UV Stabilised rotomoulded foot rest affixed to steel plate support		
Hand Grips Heavy duty UV stabilised rubber		
Fasteners Heavy duty stainless steel with tamper resistant heads Stainless steel washers Nut covers for bolts affixing individual exercise units to central columns		
Signage UV stabilised digital printing on 4mm aluminium composite panel with graffiti resistant coating		

Fitness Extra

	Finish	Marine Grade
Uprights Standard spec. 89mm OD x 4mm pregal steel tube Marine Grade spec. 89mm OD x 5mm aluminium tube	Powder coated	Chromate under powder coat
Post Caps Cast aluminium	Powder coated	Powder coated
Individual Exercise Items Standard spec. 27mmOD – 48mmOD pregal steel tube with aluminium castings to affix items to uprights Marine Grade spec. 27mmOD – 48mmOD 316 stainless steel with aluminium castings to affix items to uprights	Powder coated	Stainless steel no. 4 electropolished Aluminium castings power coated
Roman Rings 16mm wire core rope with polyester casing and aluminium connectors Cast aluminium rings		
Fasteners Heavy duty stainless steel tamper resistant heads Stainless steel washers		
Instructional signage UV stabilised digital printing on 4mm aluminium composite panel with graffiti resistant coating		

Note: Specifications may change without notice

Environment

Specification type

	Standard	Marine Grade
Coastal environments in direct line of sea spray		✓
Areas of very high humidity		✓
All other environments	✓	



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Scoresby VIC 3179
offices across australia

abn 38 622 747 899
P — 1800 632 222
info@aspaceto.com.au
aspaceto.com.au

Acceptance advice

Customer: Temora High School
Total Inc GST: \$60,489.00

Quote No: 62896

Confirmation of Colour Selection

Colours per Product Profile or Design no: D62896-1A

OR Colour Scheme required: _____

Note: Where alternate colours are requested a revised design will be produced for approval.

A design fee may be charged for this service.

Confirmation of Undersurface Type to determine correct production specifications:

☐ Mulch/Sand

☐ Rubber/Synthetic Turf

Terms and Conditions

To ensure a clear understanding of what our quote includes, a supporting Scope of Works has been provided. These Terms and Conditions serve to offer further clarification. In this document, "we" and "us" means a_space australia Pty Ltd ACN 662 747 899 (a_space). "you" means the addressee of the applicable quote.

SITE ACCESS Our quote assumes unrestricted site access for all mobile plant, equipment and our representatives. If access to or within the site is limited or restricted additional charges may apply.

SITE CONDITION Our quote assumes a flat, level site unless otherwise specified. Should added excavation be required additional charges will apply.

EXCAVATION Any excavation when provided for does not include an allowance for removal of rock, rock like substances, or other obstructions. For any excavation not allowed for in our Scope of Works additional charges will apply.

SPOIL REMOVAL Unless specified otherwise, spoil from excavation will be spread on site within 20 metres of where the excavation occurs.

SERVICE LINES It is essential that before installation the site is checked for underground services to avoid potential damage, disruption and cost. It is important to note that while underground services scans may assist in risk management the process does not always identify all services. You must notify us of all underground services of which you are aware and provide all information and documentation that may assist in the identification of any underground assets/services or obstructions. Underground services are not always positioned at the correct depth or alignment or where specified in documentation. For this reason we cannot be held liable for any loss or damage, whether physical or economic arising out of or caused by, damage to make good or relocate existing service lines where their location could not be identified or differed from specifications provided.

PERMITS Should any Council and Statutory Authority permits of any kind be required, you are responsible for obtaining these including any associated costs.

RESTORATION All care will be taken to minimise disturbance to surrounding surfaces, trees, gardens and lawns. The need to store materials and carry out required works may, however, necessitate disturbance of these items. Our quote does not include and we are not liable or responsible for any restoration work unless specifically stated otherwise.

POWER, WATER & TOILET FACILITIES Power, water and toilet facilities are essential for the completion of our work with a minimum of delay and a maximum of efficiency. Our quoted price assumes that you will provide access to such services, free of charge unless stated otherwise.

VARIATIONS/EXTRAS Any changes to the original plan or Scope of Works that are requested or become necessary will be subject to a contract Variation. Where a Variation is required a Variation Notice, including details of costs to you will be provided. Written acceptance of Variations must be provided by you before the varied work can proceed.

DRAINAGE Unless specified otherwise the provision of drainage work is not included. You are responsible for advising us of any drainage issues of which you are aware in the specified. If it is apparent to us that

drainage is required we will bring this to your attention. We cannot be held responsible for any damage that occurs after our installation due to poor site drainage.

INSURANCE The Company holds current Workers Compensation Insurance and Public Liability Insurance to \$20 million. All Work Cover occupational health and safety measures are practiced.

OWNERSHIP Ownership of the goods does not pass to you until full payment has been made to us. We reserve the right to apply penalty interest of 24% per annum on payments not made within the terms set out in the accepted quote.

CANCELLATIONS Once accepted, orders can only be cancelled with the consent of a_space and on terms which will indemnify a_space against loss. Cancelled orders will be subject to a re-stocking fee. Equipment built to order is non-cancellable.

THEFT OR VANDALISM No responsibility is accepted for costs associated with theft, vandalism or accidental damage to our works by others.

ACCESS FOLLOWING INSTALLATION To allow adequate curing time, we recommend that newly installed equipment not be used for the first 48 hours. Use within this period may lead to misalignment and void warranty.

DELAYED WORKS BY YOU Any delays, excluding unworkable weather conditions, that prevent us from commencing or completing works as per the agreed schedule will be treated as a Variation to the work. A Variation Notice including details of applicable costs incurred may be provided. The Variation Notice may nominate an entitlement for a progress payment for any materials and labour costs incurred up to the applicable time.

SUSPENSION OF WORKS We may suspend the performance of the work if:

- money owed to us is not paid within the terms set out in our quotation.
- should you be made bankrupt or if you are a company, you have a liquidator, administrator or receiver appointed to you or over any of your assets; or
- you remain in default of any provision of this agreement or our quote, seven days after we have provided you with written notice of such default.

LIMITATION OF LIABILITY To the extent permitted by law, a_space recreation Pty Ltd's liability for claims arising out of this agreement or in respect of any aspect of the works is limited to the contract price for such works.

ACCEPTANCE OF QUOTATION An official Purchase Order must be supplied together a copy of this Acceptance Advice signed by an authorised representative of the customer and returned to us. Work will not commence without this confirmation.

Signed by _____

Name _____

Date _____



For assistance in planning
your next outdoor gym
project, please call us on
1800 632 222 or email
info@aspace.com.au



aspace.com.au

3.5 BUILDING BETTER REGIONS FUND OUTCOME - TEMORA POOL

File Number: REP20/646
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

Council officers have received advice that their application under Building Better Regions Fund Round 4 for the widening and upgrade of the Temora outdoor pool was unsuccessful.

The application was made on the basis of partial grant funding and a loan to Council through T-Corp. The project comprised the following works:

- Widen the pool with a set of stairs & all access ramp.
- Renovate the 50m pool with Myrtha renovation system giving a watertight guarantee of minimum 10 years.
- Convert the 50m pool from a gutter pool to wetdeck while making the water depth approx. 250mm deeper.
- Relocate diving board to entry side of the pool.
- Replace the concourse around the pools
- Modifications to the existing toddler pool to add more water features, connection of them to existing filtration & Life floor safety flooring.
- Construction of extension to existing plant room
- Supply & installation of additional filtration for the 50m pool.
- New playground equipment or soft fall.
- New pace clocks, outdoor showers & water fountain.

The estimate of the project cost for the proposed upgrade was \$1,985,000 ex GST.

Council has requested to receive feedback on the unsuccessful application and this is scheduled to occur on Friday 10 July.

This project was proposed to be funded separately from the new waterslide project, funded under the Stronger Country Communities Fund and the Recreation Centre frontage upgrade, funded under the Drought Communities Program. The new waterslide is proposed to be completed by October 2021. The upgrade to the front entrance of the Recreation Centre must be completed by the end of December 2020, although these works do not limit the access to the outdoor pool for the proposed upgrade.

The outdoor pool upgrade project cost estimate was prepared on the basis of these works occurring prior to the installation of the new waterslide and associated landscaping and relied on access from Anzac Street. The siting of the new waterslide will form a site constraint to the future outdoor pool upgrade. However, Council officers are confident that this issue can be managed if the outdoor pool upgrade occurs after the waterslide is installed.

The condition of the outdoor pool is functional at this time. Routine maintenance will be required ahead of the summer swimming season to repair the surface of the pool to address leaks. Based on

previous years, if there is a wet winter the amount of repairs required is greater than in drier years. The outdoor pool is expected to continue to be functional for the 2021/2022 season, although there are no guarantees that a major repair will not be required in the near future, given that the pool is more than 80 years old.

As noted, the provision of the new waterslide was proposed to occur in conjunction with the outdoor pool upgrade. The upgrade of the pumps and filtration to benefit both projects was envisaged to occur as part of the outdoor pool upgrade in order to maximise the funding benefit of the waterslide project towards the slide itself. As part of the decision making for the delivery of the waterslide project Council will need to consider how the necessary plant room upgrades will be funded.

Council will also need to consider the future approach to securing the upgrade of the Temora outdoor pool, which may include a combination of future budget allocation, a loan for a larger proportion of the project and/or waiting for other grant opportunities.

COMMITTEE RESOLUTION 40/2020

Moved: Cr Rick Firman

Seconded: Cr Claire McLaren

The Committee resolved to recommend to Council to

1. Note that the Building Better Regions Fund Round 4 application was unsuccessful
2. Receive a future report regarding the outcomes of the waterslide tender and funding options for the delivery of any necessary pump and filtration upgrades associated with the waterslide project.

AND FURTHER

That Council make further urgent representations to State & Federal Members and apply for future grant funding as it becomes available.

CARRIED

Report by Claire Golder

3.6 STREETS AS SHARED SPACES FUNDING APPLICATION

File Number: REP20/715

Author: Events

Authoriser: Director of Administration & Finance

Attachments:

1. Street Furniture Layout Options
2. Street furniture Australia Quote
3. Streets as Share Spaces Quote Council

REPORT

Council has applied for \$61,180 under the Streets as Shared Spaces fund to provide additional street furniture (including planter boxes) in Hoskins Street and Paleface Park. In order to meet the funding deadline, Officers were unable to furnish a report to Council until now, however consultation with businesses, Council staff and the Executive Committee was undertaken.

The scope of the project involves the introduction of planter boxes and the provision of additional street furniture to Hoskins Street. The purpose of the project is to activate and enhance the existing heritage streetscape through the provision of soft landscaping and additional seating and tables to encourage outdoor dining.

The project objectives are to increase visual interest and create opportunities for social interaction outdoors. This will contribute to a vibrant and thriving shopping precinct which appeals to both local residents and visitors, encouraging the support of local businesses offering dining and retail.

The project will contribute to addressing the existing problem of a relatively uninviting and hard landscape through a livelier and more attractive streetscape. In addition, the project will assist with responding to social distancing requirements through the provision of outdoor dining and seating spaces, allowing for separation of indoor diners.

Further, the planter boxes will provide physical barrier between kerb and dining space which offers safety benefits for those who are seated outdoors. The components of the project, as well as the choice of materials, are selected to complement the existing heritage streetscape. The location of planter boxes was determined by dining premises that are not adjacent to existing landscaped blisters.

The proposal to install planter boxes is a non-permanent fixture, therefore no approval is needed. The proposal to install additional seating and tables is consistent with the existing provision of street furniture within Hoskins Street. Council has received input for the proposal from Council's Heritage Advisor, which is appropriate given the location of the project within a Heritage Conservation Area.

The timeline for the project is:

- 20 July 2020 successful applicants announced
- 21-30 July 2020 confirm final installation locations, order planters boxes and street furniture
- August 2020 install planter boxes and plants, install street furniture
- September 2020 evaluate project through business and community consultation
- November 2020 final evaluation report due

Grant Funding	\$61,180
Council Contribution (20/21 Budget)	\$15,000
Estimated total cost	\$76,180

Council's contribution of \$15,000, which is already in the 2020/21 budget, will provide additional street furniture that is consistent with existing street furniture, in order to achieve an overall cohesive design. This project, to provide further street furniture and the introduction of planter boxes, will further enhance and expand on this investment by Council. Council will also contribute the costs associated with soil, plants and installation of all planter boxes and street furniture.

The project will essentially be a pilot, testing the pathway to permanent change through receiving feedback from business owners and the community regarding the placement of the planter boxes and the additional chairs and tables. If positive feedback is received, the planter boxes and chairs and tables can remain in place and be expanded to include other areas, if necessary.

The project will also test how the introduction of non-fixed tables and chairs in Paleface Park are utilised by the community. The provision of non-fixed street furniture is a new concept for Temora. The small number of chairs and tables, sited initially on the grassed area of Paleface Park, is well away from the road and is therefore less likely to cause risk to motorists. The area is under surveillance by CCTV and this will manage the risk of theft and vandalism. The grassed area of Paleface Park is currently underutilised as there is currently no street furniture in this section of the park. This part of the park offers attractive, elevated views of the streetscape, currently not enjoyed to their full potential by the community.

The non-fixed furniture offers flexibility of placement, for enjoyment of the space by different sized groups, as well as allowing parents to observe their children playing on the grassed space. The non-fixed furniture is also beneficial for maintenance, as the furniture can be moved for mowing, or when other community events utilise the space.

The additional street furniture and planter boxes, if retained, will be incorporated into the next stage of the Temora main street upgrade, which is currently at the design stage.

Community consultation has already occurred with the local business community, who provided feedback on initial ideas to respond to this opportunity. As part of the delivery, final consultation with food premises businesses will occur to determine the exact placement of the planters and the businesses' contribution to the project through watering of the plants. Following the completion of installation, individual consultation will occur with the businesses to determine the impact on trade, as well as a more general consultation with other local businesses, as well as a resident survey.

COMMITTEE RESOLUTION 41/2020

Moved: Cr Claire McLaren

Seconded: Cr Rick Firman

That the Committee resolved to recommend to Council to adopt the street furniture proposal and if successful to look at local supply options.

AND FURTHER

Refer to the Access & Equity Committee for their information.

CARRIED

Report by Craig Sinclair



Hoskins Street Outdoor Dining Activation Project

Streets as Shared Spaces

June 2020

Furniture Option: Planter

Features:

- Available in rectangular or square shapes.
- Fabricated to order
- Include a black polyethylene liner.
- eco-certified hardwood or aluminium woodgrain, or fabricated aluminium panels.



<https://streetfurniture.com/product/frame-planter/>

Furniture Option: Bin

Features:

- Frame Bin Enclosures, 120L and 240L, hide away and protect wheelie bins in public spaces. Select panels or batted bodies. Available as single or dual units, with signs and colours for garbage and recycling.
- Tailor panels to your requirements: powder coated aluminium or stainless steel, laser cut with your own design, vinyl-wrapped, sublimated or coated in grey primer for street art.
- For a batted body: choose from vertical standard battens or wide horizontal battens. Select Jarrah timber hardwood battens or woodgrain aluminium.



<https://streetfurniture.com/product/frame-bin-enclosure/>

Furniture Option: Bench Seat

Features:

- The Classic Galleria Seat features slender battens in a wave profile, made from eco-certified hardwood or aluminium, with a variety of arm and leg designs.
- Pair with benches, slim benches, mitred benches and tables from the Classic Galleria range. For accessible options see the Classic Galleria DDA Seat and Table.
- Add outdoor wireless charging and optional public WiFi with a PowerMe Table.



<https://streetfurniture.com/product/classic-galleria-seat/>

Furniture Option: Free Chair

Features:

- Forum offers robust outdoor seats, available in various lengths, that works well as movable or fixed units in public spaces.
- It comes in a wide variety of fade-resistant bright colours and adheres to DDA requirements.
- A tried and tested product for activating spaces.
- Pair Forum Seats with Cafe Tables and Cafe Stools.

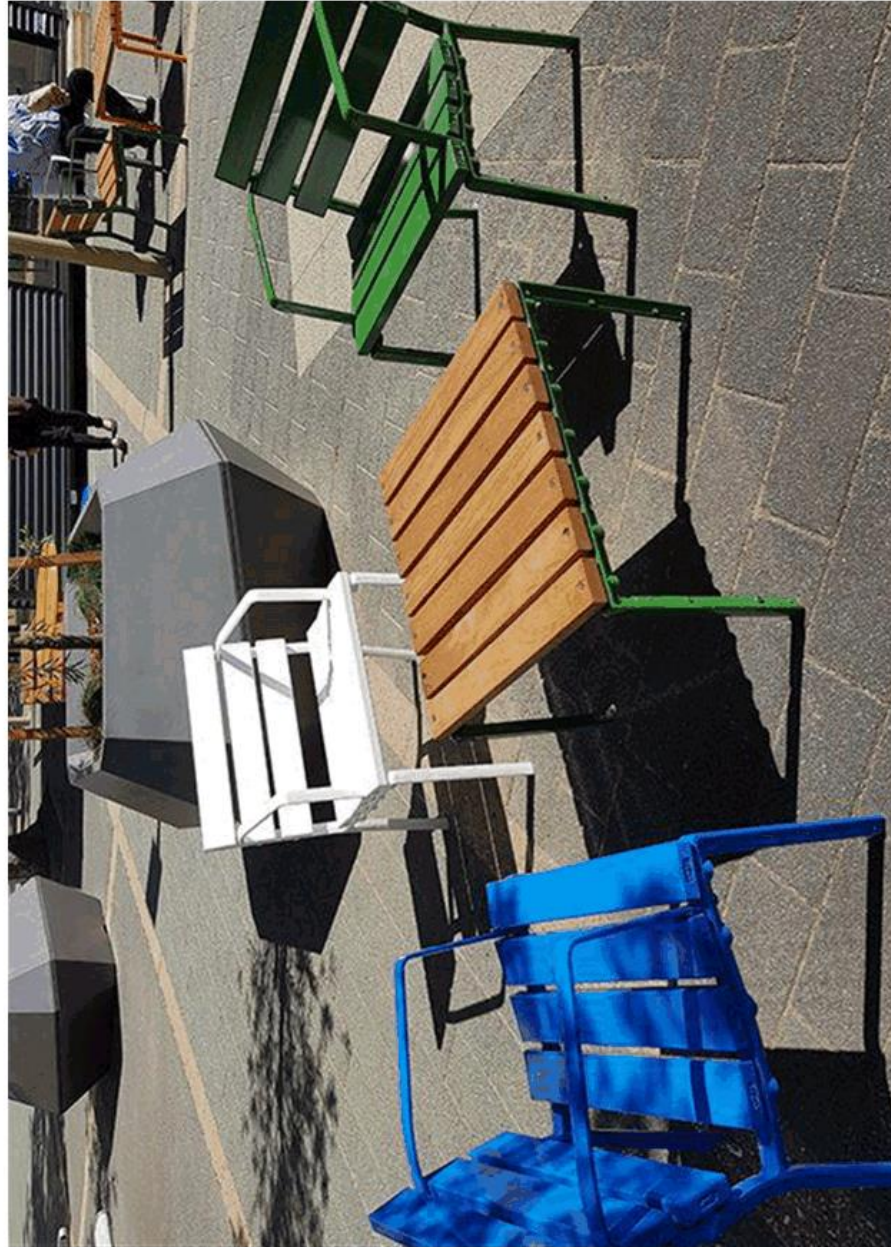


<https://streetfurniture.com/product/forum-seat/>

Furniture Option: Free Table (low)

Features:

- The Forum Low Table is a versatile outdoor coffee table or bench.
- Choose from hardwood, anodised or powder coated batters – including standard colours and woodgrain aluminium.
- Standard lengths include 690mm, 1500mm and 2500mm.
- Tailoring is available up to 5.5 metres in length.
- Pair with Forum Seats, Cafe Tables and Cafe Stools.



<https://streetfurniture.com/product/forum-low-table/>

Furniture Option: Fixed Stool

Features:

- Cafe Stool is a simple, compact seat perfectly matched with Cafe Round Table.
- Available as a freestanding, surface or sub-surface fixed seat.
- Activate your space with pops of colour – Cafe Settings are perfect for outdoor dining.
- Select from a range of powdercoat colours, including our UV-resistant DuraBright collection.



<https://streetfurniture.com/product/cafe-stool/>

Furniture Option: Fixed Table

Features:



- Durable cast aluminium table for the public realm.
- Pair with matching Cafe Stools for ideal outdoor dining settings
- Seats up to six people.
- Select from our range of powdercoat colours, including the UV-resistant DuraBright collection.









<https://streetfurniture.com/product/cafe-round-table/>

Furniture Summary:

Council Budget

Location	Bench 	Bin 
Coffee Bar On Hoskins	1	1
Gazanne's	1	1
Design A Candle		1
Westpac (Hoskins St)	1	
TOTAL	3	3

Furniture Summary: Funding Application

Location	Planter 	Bench 	Free Chair 	Free Table 	Fixed Stool 	Fixed Table 
White Rose Cafe	4					
French Hot Bread	4					
Temora Hotel		1				
Living & Giving	4					
Tiger Moth Cafe	2					
Shamrock Hotel	4					
Mee Ling Building	4					
Temora Deli	4					
Hong Kong	4					
Indian	4					
Paleface Park			8	2		
Sadie Michael (Loftus)					4	1
ANZ (Hoskins)					4	1
TOTAL	34	1	8	2	8	2

White Rose Cafe

- Features:**
- Existing bin
 - Shop front width = 5.8m approx.
 - Existing outdoor dining furniture located shop-side

- Advice :**
- Install 4 x 1m planters to kerbside



Zest / Combaning Larder

Features:

- Existing blister, landscaping, bench and bin
- Existing outdoor dining furniture located shop-side for both businesses

Advice :

- Do not install new street furniture as it will have the potential to reduce accessibility and detract visual appeal



Temora French Hot Bread



Features:

- Shop front width = 5.8m approx.
- Existing outdoor dining furniture located shop-side

Advice :

- Install 4 x 1m planters to kerbside



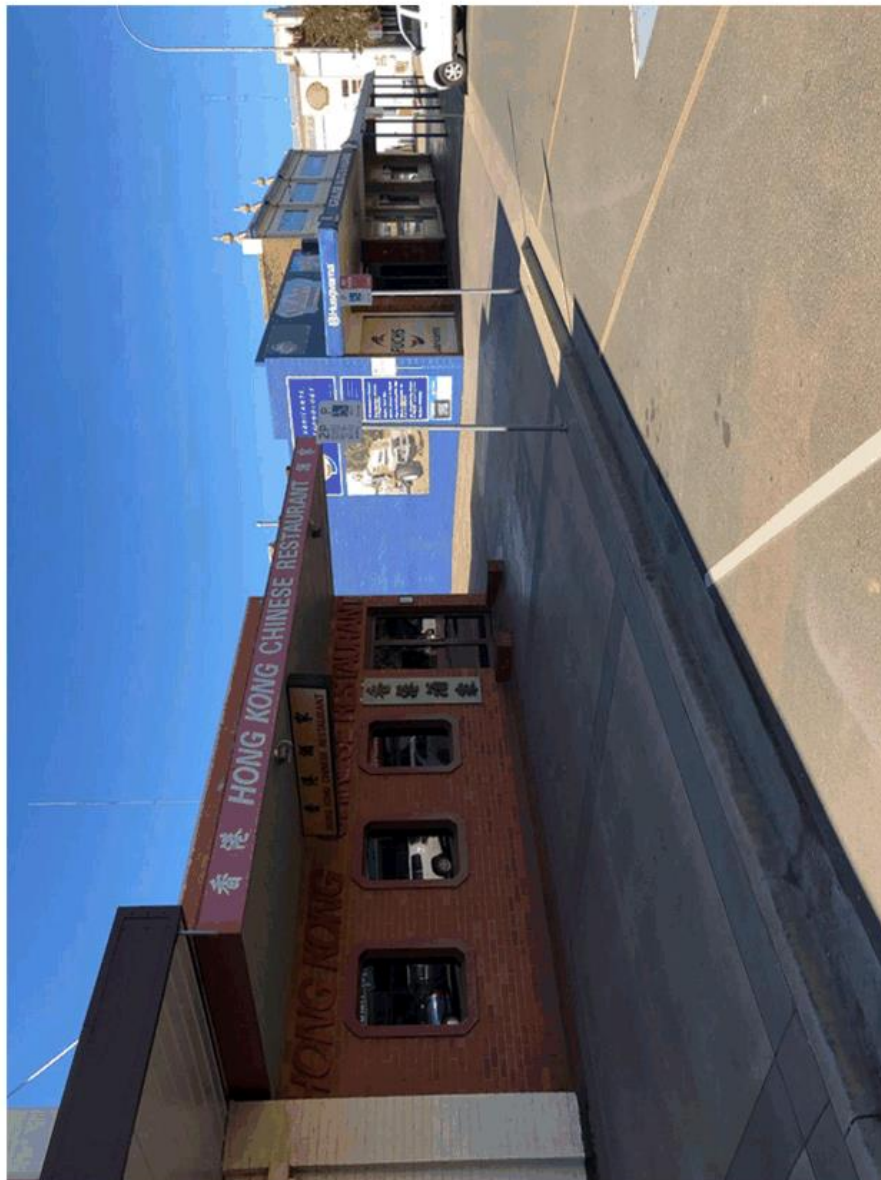
Hong Kong Chinese Restuarant

Features:

- No current outdoor dining
- Disabled parking space
- Shop front width = 9m approx.

Advice :

- Install 4 x 1m planters to kerbside
- Avoid disabled parking space



x 4

Living & Giving Cafe

Features:

- Shop front width = ?m approx.
- Existing outdoor dining furniture that alternates between shop-side and kerbside

Advice :

- Install 4 x 1m planters to kerbside



Indian Restaurant

Features:

- No current outdoor dining
- Shop front width = 7m approx.

Advice :

- Install 4 x 1m planters to kerbside



x 4

Temora Hotel

Features:

- Existing blister, landscaping and bin
- Currently no active outdoor dining

Advice :

- Install bench to match design of other blisters



x 1

Waratah Cafe

- Features:**
- Existing blister, landscaping, bench and bin
 - Shop front width = ?m approx.
 - Existing outdoor dining furniture located shop-side

- Advice :**
- Do not install new street furniture as it will have the potential to reduce accessibility and detract visual appeal



Coffee Bar on Hoskins



Features:
Existing
blister
landscaping

Advice :
- Install bin
and bench
(budgeted
for 2020/21)



x 1



x 1

Tiger Moth Cafe

Features:

- Existing outdoor dining furniture located shop-side due to western sun
- Shop front width = 7m approx.

Advice :

- Install 2 x 1m planters at either edge of premises on shop-side



x 2



Shamrock Hotel

Features:

- No existing outdoor dining
- Shop front width = ?m approx.

Advice :

- Install 4 x 1m planters to kerbside with option for business owner to purchase additional planters



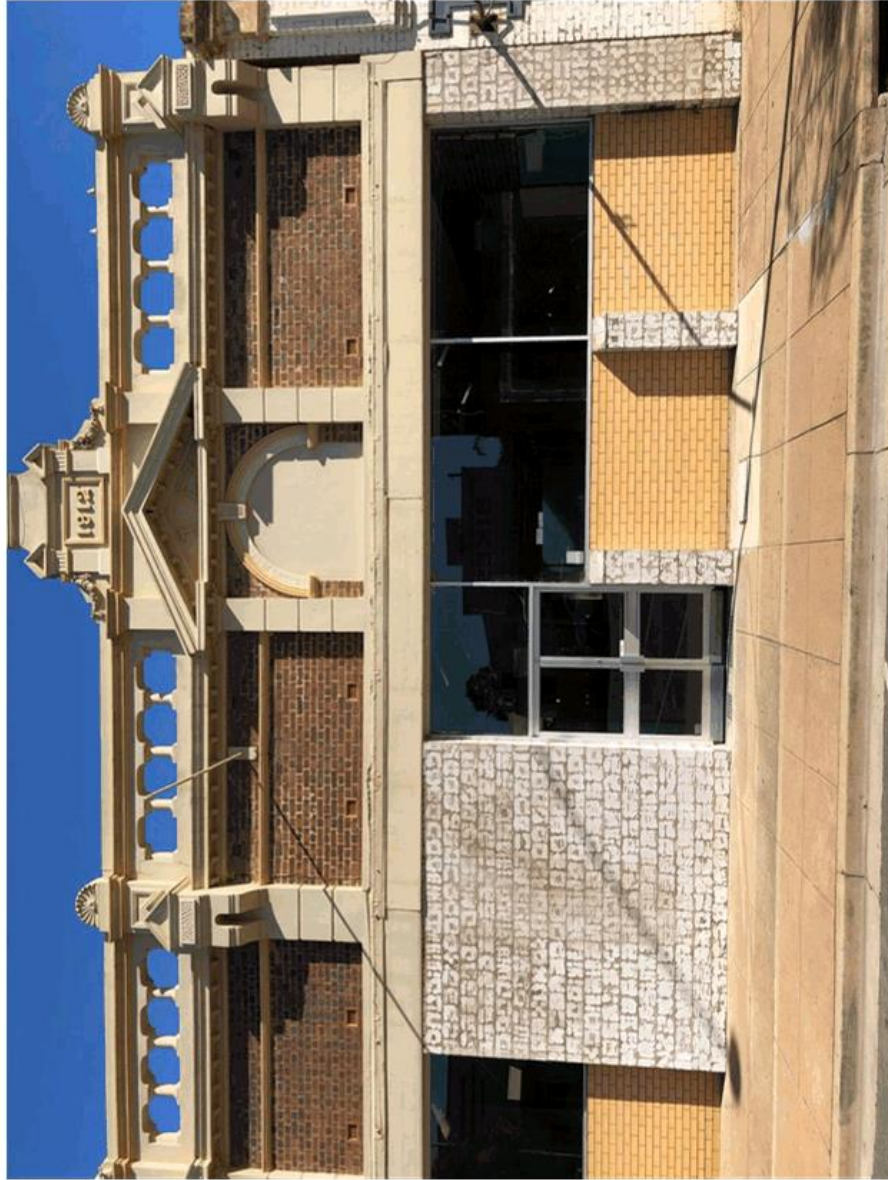
x 4



Mee Ling Building

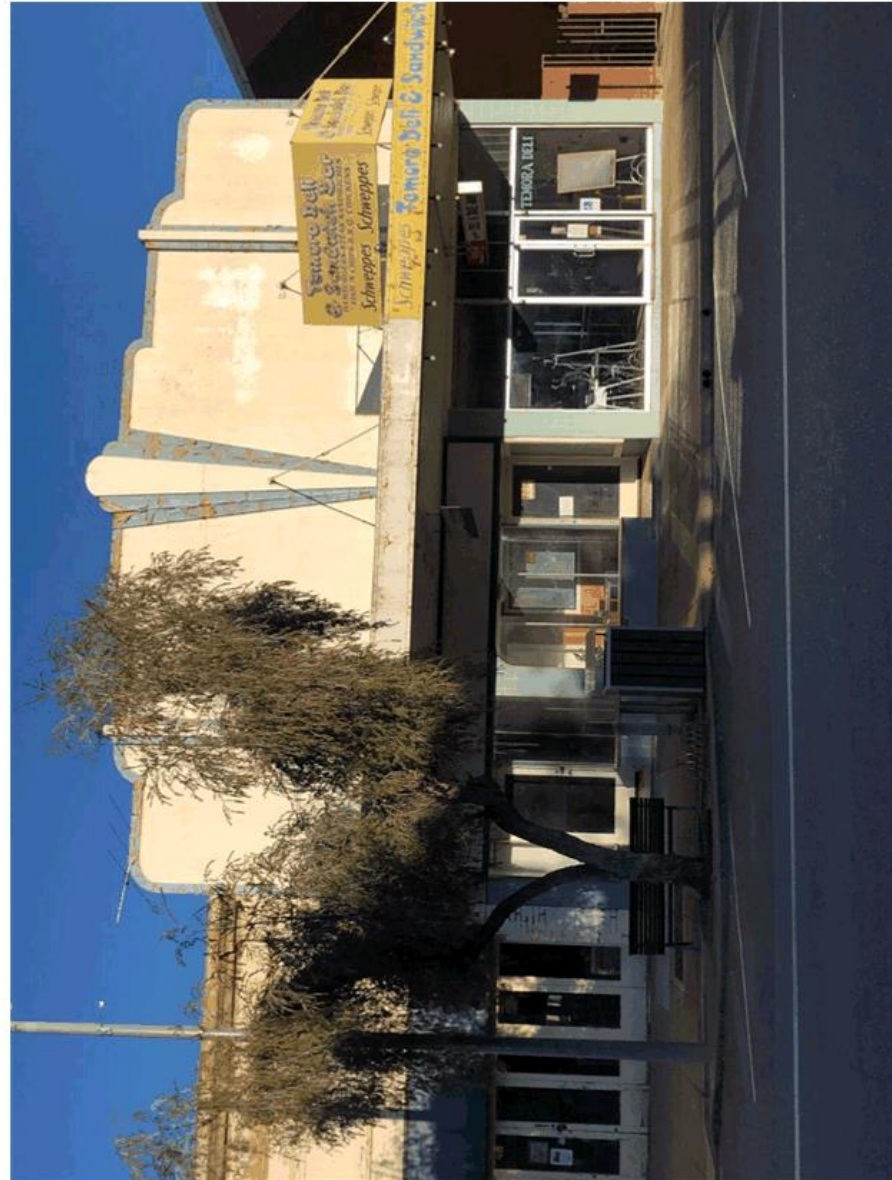
- Features:
- DA for coffee shop pending
 - Shop front width = ?m approx.

- Advice :
- Install 4 x 1m planters to kerbside



x 4

Temora Deli



Features:

- Existing outdoor dining furniture located kerbside
- Shop front width = 5.8m approx.

Advice :

- Install 4 x 1m planters to kerbside



x 4

Design A Candle



Features:

- Existing bin blister and landscaping

Advice :

- Install bin (budgeted for 2020/21)



x 1

Gazanne's

Features:

- Existing blister and landscaping

Advice :

- Install bin and bench (budgeted for 2020/21)



x 1



x 1

Julez



Features:

- Existing blister, landscaping, bench and bin
- Existing outdoor dining furniture located both shop-side and against railings

- Advice :
- Do not install new street furniture as it will have the potential to reduce accessibility and detract visual appeal

Paleface Park



Features:

- Existing mix of fixed bench seating and tables
- Lack of dining table options (2)
- Lack seating options for groups of more than 2
- Underutilised grass area

Advice :

- Install non-fixed furniture to create more flexible options for dining and group interaction
- Use individual chairs and lower coffee tables for flexibility and easy mobility



x 8



x 2

Sadie Michael - Loftus St

(Artist Impression)



Features:

- Open blister area with shaded tree and no current street furniture

Advice :

- Install 4 x fixed stools and 1 x fixed table to activate this space



x 1



x 4

ANZ - Hoskins St

(Artist Impression)



Features:

- Open blister area with shaded tree and no current street furniture

Advice :

- Install 4 x fixed stools and 1 x fixed table to activate this space



x 1



x 4

Repairs & Maintenance



Bin: Cracked metal frame (Vinnies)



Table: Broken timber (Paleface Park)



Info sign: Cracked Perspex (Paleface Park)



Table: Graffiti (Paleface Park)



Quote
QTE#0034758

Order Contact

Temora Shire Council
Craig Sinclair
Ph: 0439364572

Delivery

Steven Block 02 6980 1200
Temora Shire Council
Ph:
Temora Council Works Depot
13 Hakea St
TEMORA NSW 2666
Australia
accounts@temora.nsw.gov.au

Issue Date:

9 Jun 2020

Expiry:

3 Jul 2020

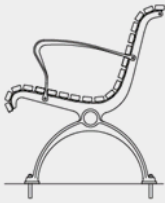
Sales Contact: Nicole Rich**Direct Line:** 02 8774 8825**Email:** nrich@streetfurniture.com**Billing**

Temora Shire Council
P.O. BOX 262
Temora NSW 2666
Australia
ABN 55048860109
accounts@temora.nsw.gov.au

Project Name:

Streets as Shared Spaces-Woodgrain aluminium option

Your Street Furniture Australia products will be made to order.
Please discuss lead time with your sales representative.

Product		Qty	Unit Price	Amount
Frame Planter : PT3 CONFIGURATION: 500Wx1000Lx560H FRAME: Fabricated Aluminium MOUNTING: Surface Fixed with Adjustable Feet LINER: Black polyliner (standard) DRIP TRAY: Yes COLOUR: To Be Confirmed Tailoring notes: [BODY] Solid Perforations		34	\$1,600.00	\$54,400.00
Classic Galleria Seat : CMG1 CONFIGURATION: 1750mm FRAME: Cast Aluminium Powder Coated LEG: 02 Arch MOUNTING: Surface Fixed BATTEN: Woodgrain Spotted Gum ARM: 2 Bolt-on Angle Arms Polished COLOUR: Ironstone Satin - GP136A Tailoring notes: end cap colour to be confirmed		1	\$1,970.00	\$1,970.00

Street Furniture Australia Pty Limited ABN 46 070 910 100

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International +61 2 8774 8888

Email info@streetfurniture.com
 PO Box 417 Chester Hill NSW 2162 AUSTRALIA
 N6 391 Park Rd, Regents Park NSW 2143 AUSTRALIA



streetfurniture.com

Quality and Environment Certified
 PAS99:2012, ISO 9001:2015,
 ISO 14001:2015, ISO 45001:2018
 & AS/NZS 4801:2001.

Page 1/4



Quote
QTE#0034758

Product		Qty	Unit Price	Amount
Forum Seat : FS7 CONFIGURATION: 1-seater 590mm FRAME: Cast Aluminium Powder Coated MOUNTING: Freestanding BATTEN: Woodgrain Spotted Gum ARM: Integral Arms COLOUR: Palladium Silver - Satin - GY184C Tailoring notes: end cap colour to be confirmed		8	\$605.00	\$4,840.00
Forum Low Table (Bench) : FT7 CONFIGURATION: 690mm FRAME: Cast Aluminium Powder Coated MOUNTING: Freestanding BATTEN: Woodgrain Spotted Gum COLOUR: Palladium Silver - Satin - GY184C Tailoring notes: end cap colour to be confirmed		2	\$655.00	\$1,310.00
Cafe Stool : S1 TOP: Cast Aluminium Powder Coated HEIGHT: 450mm FRAME: Aluminium Powder Coated BASE: Dome MOUNTING: Surface Fixed COLOUR: Palladium Silver - Satin - GY184C		8	\$285.00	\$2,280.00
Cafe Round Table : T1 BASE: Dome TOP: Cast Aluminium Powder Coated HEIGHT: 720mm (Dining Table) FRAME: Aluminium Powder Coated MOUNTING: Surface Fixed COLOUR: Palladium Silver - Satin - GY184C		2	\$565.00	\$1,130.00
Memo 7 week lead time. deduct \$225+gst for no drip tray on the planter		Subtotal Delivery Taxable Subtotal Tax Total	 	
				\$74,338.00

Street Furniture Australia Pty Limited ABN 46 070 910 100

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streetfurniture.com

Quality and Environment Certified
 PAS99:2012, ISO 9001:2015,
 ISO 14001:2015, ISO 45001:2018
 & AS/NZS 4801:2001.

Page 2/4



Quote
QTE#0034758

- NOTE:**
1. Please inform your sales representative should you require a tailgate truck (additional cost applies).
 2. Seating and table products shipped outside of the Sydney metro area may require basic leg assembly. Please refer to installation guides.
 3. Please inspect goods on delivery. Claims for defects or damage, shortage in quantity or failure to comply with the description or quote must be made within seven (7) business days. In case of damage, Street Furniture Australia requires photographic evidence. If the damage occurred during transport, we highly recommend taking photos prior to removing packaging.
 4. Stainless steel SS304 is not suitable for coastal and polluted urban environments.
 5. Street Furniture Australia will be in touch seven (7) business days before goods are dispatched from the factory. Delivery dates cannot be changed after this point.

Street Furniture Australia Pty Limited ABN 46 070 910 100

Australia 1800 027 799

United States +1 415 365 7186

International +61 2 8774 8888

Email info@streetfurniture.com

PO Box 417 Chester Hill NSW 2162 AUSTRALIA

N6 391 Park Rd, Regents Park NSW 2143 AUSTRALIA



streetfurniture.com

Quality and Environment Certified
PAS99:2012, ISO 9001:2015,
ISO 14001:2015, ISO 45001:2018
& AS/NZS 4801:2001.

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Quote
QTE#0034758

Issue Date: 9 Jun 2020
Expiry: 3 Jul 2020

Sales Contact: Nicole Rich
Direct Line: 02 8774 8825
Email: nrich@streetfurniture.com

Quote Acceptance

Project Name:

**Streets as Shared Spaces-Woodgrain
aluminium option**

Total: \$74,338.00

Payment details

Select option

☐ **Cash sale**

30% deposit is required, unless order value is under \$3000. Balance must be paid seven (7) business days prior to dispatch.

☐ **Bank details**

BSB 032-000, ACCT 164 247, SWIFT: WPACAU2S. Send proof of payment to accounts@streetfurniture.com

☐ **Credit card**

Secure online payment link will be sent when your order is processed. (Visa & Master Card only)

☐ **Credit account**

Request delivery date

____ / ____ / ____ (DD/MM/YY)

Purchase order (optional)

Confirmation

1. I wish to make an order for the goods described in this quotation;
2. I agree to the terms and condition of trade. Refer to streetfurniture.com.au/terms-conditions-trade.
3. The information provided in this document is accurate, correct and complete.

Street Furniture Australia Pty Limited ABN 46 070 910 100

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International +61 2 8774 8888

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Quality and Environment Certified
PAS99:2012, ISO 9001:2015,
ISO 14001:2015, ISO 45001:2018
& AS/NZS 4801:2001.

streetfurniture.com

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TEMORA SHIRE COUNCIL

105 Loftus Street, Temora
 Postal Address:
 PO Box 262, Temora NSW 2666

Telephone: (02) 69801100
 Fax: (02) 69801138
 ABN: 55 048 860 109

QUOTATION

Name: Temora Shire Council

Address: PO Box 262
 TEMORA NSW 2666

Council contribution to Streets as Shared Spaces Grant Application
 Hoskins Street Outdoor Dining Activation Project

DESCRIPTION	Works	Total
Installation of 3 x bins and 3 x benches. Council funded	2 x staff @ \$50/hr x 6 hours labour	\$600
Supply of soil for planter boxes		\$800
Supply of 3 plants x 34 planter boxes		\$1,500
Installation of 34 planter boxes, 1 bench, 8 x fixed stools and 2 x fixed tables, placement of non-fixed furniture	2 x staff @ \$50/hr x 25.5 hours labour	\$2,500
TOTAL AMOUNT PAYABLE (Total amount exclusive of GST)		\$5,400

Please note: this quote is valid for 30 days only. Dated: 9 June 2020

3.7 PROCUREMENT POLICY AND PROCEDURE

File Number: REP20/723

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Procurement Policy
2. Procurement Procedure

REPORT

Following the recent workshop, the amended documents are attached, including:

1. G3 – Procurement Policy. Note changes to the fuel arrangements
2. Procurement Procedure. Note that the new Tendering Procures are still being developed

COMMITTEE RESOLUTION 42/2020

Moved: Cr Rick Firman

Seconded: Cr Dale Wiencke

That the Committee resolved to recommend to Council to place the policy on public exhibition for a period of 28 days for comment.

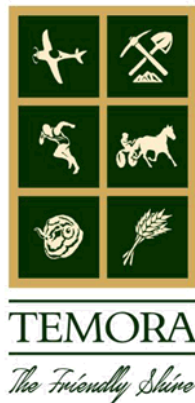
CARRIED

Report by Gary Lavelle

Function: Engineering

Temora Shire Council
Policy Number: G3

TEMORA SHIRE COUNCIL



PROCUREMENT POLICY

ACTIVE

Revision 1
File Name: [2_G3 - Procurement Policy](#)~~2_G3—Procurement Policy~~~~G3—Procurement Policy~~

Revision Date: 15 November 2018
Page Number 1 of 7

Function: Engineering

Temora Shire Council
Policy Number: G3

Review Details

ABOUT THIS RELEASE

DOCUMENT NAME: Procurement Policy
 CODE NUMBER: G3
 AUTHOR: Temora Shire Council
 ENDORSEMENT DATE: ~~19 April 2012~~ To be advised

REVIEW

Revision Date	Revision Description	Date approved by Council	General Managers Endorsement
24/10/2019	Initial Draft		

PLANNED REVIEW

Planned Review Date	Revision Description	Review by
24/10/2020	General Review	

Revision 1

File Name: ~~2_G3 - Procurement Policy~~~~2_G3 - Procurement Policy~~~~G3 - Procurement Policy~~Revision Date: 15 November 2018
Page Number 2 of 7

Function: Engineering

Temora Shire Council
Policy Number: G3

1. PURPOSE

Temora Shire Council is committed to procurement practices that achieve the best possible value for money, and employ highly transparent, accountable and ethically-sound processes.

This is realised by conducting thorough evaluations of the whole-of-life cost of purchases, and ensuring that best practice procurement processes are communicated, understood and adhered to by all parties.

This Policy applies to Council's procurement functions including purchasing, tendering, contract management, payments and asset disposal as they relate to the acquisition, use and disposal of goods and services.

Through observing this Policy, Council will be able to use procurement as an opportunity to manage the community's money wisely and to deliver much needed goods and services in a financially, environmentally and socially sustainable way.

2. OBJECTIVES

To ensure purchasing arrangements comply with the following organisational objectives;

- Compliance with Local Government Act and Regulations;
- Efficient and effective use of Council resources;
- Open and effective competition;
- Value for money;
- Quality product and service;
- Enhancement of the capabilities [and sustainability](#) of local business and industry;
- Sustainable procurement;
- Environmental protection;
- Ethical behaviour and fair dealing; and
- Safety compliance, including transport chain of responsibility compliance.

3. POLICY

3.1 GENERAL INFORMATION

It is generally accepted that purchasing by publicly funded authorities is guided by the following key principles:

- Compliance with the NSW Local Government Act 1993 and the NSW Local Government (General) Regulations 2005 in relation to the procurement of goods and services;
- Purchasing procedures be designed to provide the best value for money through the effective and efficient use of resources;
- Purchasing procedures used ~~must, and~~ must be perceived to achieve the highest level of public accountability;

Revision 1

File Name: ~~2_G3 - Procurement Policy~~~~2_G3--Procurement Policy~~~~G3--Procurement Policy~~

Revision Date: 15 November 2018
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Function: Engineering

Temora Shire Council
Policy Number: G3

- Purchasing procedures must achieve the best value for money, ensure open competition and ensuring no individual supplier is given advantage over others;
- Purchasing procedures comply with all of Council's policies;
- Purchasing procedures should mitigate and manage the exposure to all risks associated with procurement.

3.2 APPROVED SUPPLIER ARRANGEMENTS

3.2.1 Approved Suppliers

Approved Supplier means a supplier who has been approved by Temora Shire Council to supply ~~approved products and any other goods and/or services to the organisations.~~

~~Council maintains a register of Approved Suppliers that meet specified WHS criteria in relation to insurance, registration and licensing, along with a commitment to compliance with Council's adopted policies and procedures.~~

Council ~~continually undertake biennial renewal of~~ maintains the ~~an~~ Approved Supplier Register. Register, with suppliers successfully meeting the specified criteria ~~set by Council being established/re-established as an Approved Supplier, on the Approved Supplier Register. Successful plant and labour hire suppliers are to be grouped in like service fields (electrical, plumbing, etc.)~~

~~Assessment criteria relates to supplier insurance, registration and licensing, along with a commitment to Work Health and Safety and compliance with Council's adopted policies and procedures.~~

SKILLS LIST ON APPLICATION

Council utilise the ~~The Approved Approved Supplier Register Register to obtain goods and service proposals through seeking Quotations and Tenders, combined with is designed to allow high volume undertaking specific purchases relating to , low valuedirect plant and labour hire (hourly rate) purchases by authorised delegates without calling for quotations up to a value of \$1550,000.~~

~~The intentintention of the Approved Supplier Arrangement is to facilitate an efficient purchasing process that maintains value and mitigates purchasing risk. .~~

~~Selective direct his arrangement is to allow plant and labour hire purchasing aims to efficiently support to Councils existing resource base, base that is efficient to administer, through the elimination of of the need to clearly define project scope and obtain multiple or, duplicate quotations for high volume routine purchases. for high volume, routine purchases of low value.~~

The results for Council is maintenance of good value for money, flexibility in procurement methods (labour/plant hire vs project quote for minor routine works) and more efficient use of internal resources.

Under this arrangement Council maintains the right to test the market and call for open quotations for any products or services it deems necessary.

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Temora Shire Council
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Organisations seeking to become a Council Approved Supplier can access an Approved Supplier Application Pack via Councils website or via the following link [Approved Supplier Application](#).

3.2.2 Preference for Local Suppliers

A local supplier is defined as individuals, organisations or companies whose main business functions are based within the geographical Temora Local Government Area.

The preference of Local Suppliers is to recognise the importance of local business by ensuring acknowledging that such businesses should be given every consideration in the purchasing function of Council. Council will endeavour to ensure that local providers are afforded the opportunity to participate in the process.

In considering purchasing options, a local purchase preference, to a value of 510% or \$51,000, whichever is the lesser value, will be given where a product is available locally.

In the case of fuel, agreements for supply by the local provider will be tested annually against the Terminal Gate Price and rates provided by LGP. In annual terms, the local purchase preference policy will apply.

In the case of fuel supply, preference will be given at the following rate:

- i) \$0.05 per litre where a company has wholesale storage facilities within the Shire of Temora and operates a distribution point from that facility.
- ii) \$0.01 per litre where a company, not having wholesale distribution facilities within Temora Shire Council area employs a local contractor to distribute the fuel.

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3.3 ETHICAL STANDARDS AND FAIR DEALINGS

Council is committed to ethical business practice based on the principles of public duty. Such principles include value for money, transparency, impartiality and fairness.

Temora Shire Council will ensure that procedures and practice relating to procurement of goods and services are consistent with best practice and the highest standards of ethical conduct. Council staff are in all circumstances bound by Council's Code of Conduct when carrying out their duty as an employee of Council.

- Staff are expected to abide by state and federal law and all relevant Council policies and procedures;
- Staff are accountable for their actions and are expected to act in the public interest;
- Staff are expected to act with due care and diligence;
- Staff are expected to use public resources effectively and efficiently; and
- Staff should avoid any conflicts of interest either perceived, pecuniary or non-pecuniary.

In addition, procurement activities are guided by the following core business principles;

- All potential suppliers will be treated with impartiality and fairness and given equal access to information and opportunities to submit bids.

Revision 1
File Name: 2_G3 - Procurement Policy2_G3-Procurement PolicyG3-Procurement Policy

Revision Date: 15 November 2018
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Function: Engineering

Temora Shire Council
Policy Number: G3

- All procurement activities and decisions will be fully and clearly documented to provide an effective audit trail and to allow for an effective performance review of contracts.
- Tenders will not be called unless Council has a firm intention to proceed to contract. Council will not disclose confidential or property information.

Council expects all providers of goods and services to observe the following principles when doing business with Temora Shire Council.

- Provide accurate and reliable advice and information when required;
- Declare actual or perceived conflicts of interest as soon as the business becomes aware of the conflict;
- Respect the obligation of Council staff to act ethically, fairly and honestly in all business dealings;
- To act ethically, fairly, respectfully and honestly in all dealings with Council;
- To not exert pressure on Council staff to act in ways that contravenes the business ethics or code of conduct of our organisation.
- To refrain from engaging in any form of collusive practice, including offering Council employee's inducements or incentives designed to improperly influence the performance of their duties.
- To commit to not offer Council staff inducements or incentives such as money, gifts, benefits, entertainment or employment opportunities.
- To assist Council to prevent unethical practices in its business relationship.
- To refrain from contact with Councillors in relation to supply of goods or services to Council

Council reserves the right to suspend or cease dealings with contractors or suppliers who do not comply with any of the above principles.

For comprehensive further detail regarding ethical standards and Council Code of Conduct, please refer to Governance Policies G15 - Statement of Business Ethics and G17 - Code of Conduct available on Council's website.

3.4 SAFETY, ~~QULAIT~~ QUALITY AND ENVIRONMENT

All suppliers must adhere to current Workplace Health and Safety, Quality and Environmental legislative requirements.

The relevant Council Officer in charge of the procurement activity shall ensure all suppliers comply with the provisions of Council's safety, quality and environmental policy and procedure.

For further detail regarding safety quality and environmental expectations, please refer to Council policies IMS 1.0 Health and Safety Policy, IMS 1.1 Quality Policy and IMS 1.2 Environmental Policy available on Councils Website from Council on request.
Add a bit more detail??

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3.5 SUSTAINABLE PROCUREMENT

Revision 1

File Name: 2 G3 - Procurement Policy2 G3-Procurement PolicyG3-Procurement Policy

Revision Date: 15 November 2018
Page Number 6 of 7

Function: Engineering

Temora Shire Council
Policy Number: G3

Sustainable procurement is a process whereby Council will meet its needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment.

Practicing sustainable procurement will assist Council in:

- Eliminating unnecessary inefficiency, manage demand, waste and expenditure;
- Minimise environmental impacts of the goods and service over the whole of life cycle;
- Contributing to the combined purchasing power of local government to further stimulate demand for sustainable products;
- Increasing awareness about the range and quality of sustainable products available;
- Delivering its commitments in relation to environmental and social objectives;
- Playing a leadership role in advancing long term social and environmental sustainability;
- Supporting local businesses and organisations.

3.6 DISPOSAL OF ASSETS

The disposal of plant, equipment and goods must be carried out in a manner consistent with relevant Council policies and procedures, [providing maximum benefit to Council.](#) ~~Add more info on Councils approved disposal method??~~

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3.7 SOLE SOURCE OF SUPPLY

Where a purchasing requirement is of a specific nature that can only be reasonably obtained from one supplier, procurement may be permitted without undertaking a tender or quotation process where:

- There is a genuine need for a proprietary product to ensure compatibility with existing equipment and there is a sole source of supply for the proprietary product;
- A genuine emergency arises that seriously threatens employees, customers, assets or corporate reputation;
- An urgent and important operational need where the welfare of customers or employees faces an impending and serious threat; or,
- There is a need for unique intellectual property or expertise that is available from only one supplier.

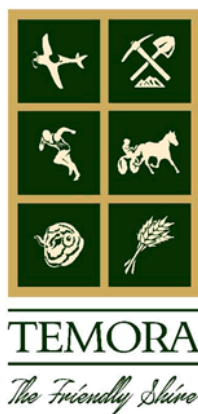
This approach may only be used for non-complex, low risk procurements with a value under the tendering threshold. Using a sole source of supply is only permitted under circumstances where Council is satisfied and can provide evidence that there is only one source of supply for those goods, services or works.

Revision 1

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TEMORA SHIRE COUNCIL



PROCUREMENT PROCEDURE

ACTIVE

Review Details

ABOUT THIS RELEASE

DOCUMENT NAME: Procurement Procedure
 CODE NUMBER: G3
 AUTHOR: Temora Shire Council
 ENDORSEMENT DATE: 19 April 2012 TBD

REVIEW

Revision	Date	Revision Description	Date approved by Council	General Managers Endorsement
24	10/2019	01/06/2020	Initial Draft	

PLANNED REVIEW

Planned Review Date	Revision Description	Review by
24	10/2020	01/09/2021
	General Review	

4 Procurement Procedure (3)(alt)4 Procurement Procedure (3)(alt)Procurement Procedure (3)Procurement Procedure

Procurement Procedure

The following sets out the process for the procurement of goods and services at Temora Shire Council.

It is set out so that the user can select options that will lead them to the correct method of procurement based on the value of the goods or services being obtained.

Procurement Value (GST exclusive)	
Less than \$ 25 ,000	Go to Section 1
Between \$ 52 ,001 - \$ 25 10 ,000	Go to Section 2
Between \$ 25 10 ,001 - \$50,000	Go to Section 3
Between \$50,001 - \$150,000	Go to Section 4
Between \$150,001 - \$250,000	Go to Section 5
Tender & Contract in excess of \$250,000	Go to Section 6
Government Contract (all values)	Go to Section 7
Emergency Event (all values)	Go to Section 8

~~4 Procurement Procedure (3)~~~~(alt)4 Procurement Procedure (3)~~~~(alt)Procurement Procedure (3)~~Procurement Procedure

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1. Goods & Services less than \$25,000 (ex. GST)

A minimum of one (1) verbal quotation must be obtained, or use tendered rates from Council's [Approved Supplier Register](#).

A summary of the process is available in [Table 1 – Levels of Purchase](#).

2. Goods & Services between \$25,001 - \$2510,000 (ex. GST)

A minimum of one (1) written quotation must be obtained, or use tendered rates from Council's [Approved Supplier Register](#).

If for some reason a written quotation cannot be obtained, the reasons are to be documented on the [requisition-Quotation Record Form](#) and referred to the appropriate departmental Manager prior to commitment to purchase.

The Manager will review the requisition and make a determination on the acceptance of the purchase.

When considering quotations, reference should be made to the [Preference for Local Provider Policy](#).

~~There may be instances where a tender is beneficial below threshold levels in accordance with procedures for Tenders for Policies below \$250,000~~

A summary of the process is available in [Table 1 – Levels of Purchase](#).

3. Goods & Services between \$2510,001 and \$50,000 (ex. GST)

A minimum of two (2) written quotations must be obtained, or use tendered rates from Council's [Approved Supplier Register](#) ~~(max \$15,000)~~.

Where two (2) written quotations are obtained, the quotation most advantageous to Council shall be selected.

If for some reason two (2) written quotations cannot be obtained, or the quotation most advantageous to Council is not recommended for selection the reasons are to be documented on the [Quotation Record Form](#) ~~requisition~~ and referred to the appropriate departmental Manager prior to commitment to purchase.

The Manager will review the requisition and make a determination on the acceptance of the purchase.

When considering quotations, reference should be made to the [Preference for Local Provider Policy](#).

~~There may be instances where a tender is beneficial below threshold levels in accordance with procedures for Tenders for Policies below \$250,000~~

A summary of the process is available in [Table 1 – Levels of Purchase](#).

4. Goods & Services between \$50,001 - \$150,000 (ex. GST)

Check you have the appropriate ~~Delegated Authority~~ ~~Delegated Authority~~ ~~Delegated Authority~~ ~~Delegated Authority~~.

For purchases of goods or services in this category it is necessary to ensure a [Quotation Specification](#) is developed to be disseminated to prospective suppliers including any Council Approved Suppliers.

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~~4 Procurement Procedure (3)(alt)4 Procurement Procedure (3)(alt)Procurement Procedure (3)Procurement Procedure~~

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Where three (3) written quotations are obtained, the quotation most advantageous to Council shall be selected.

If for some reason three (3) written quotations cannot be obtained, or the quotation most advantageous to Council is not recommended for selection the reasons are to be documented on the [Quotation Record Form](#) requisition and referred to the appropriate departmental Manager prior to commitment to purchase.

The Manager will review the requisition and make a determination on the acceptance of the purchase.

When considering quotations, reference should be made to the [Preference for Local Provider Policy](#).

[There may be instances where a tender is beneficial below threshold levels in accordance with procedures for Tenders for Policies below \\$250,000](#)

A summary of the process is available in [Table 1 – Levels of Purchase](#).

5. Goods & Services between \$150,001 - \$250,000 (ex. GST)

Check you have the appropriate [Delegated Authority](#) ~~Delegated Authority~~ ~~Delegated Authority~~ ~~Delegated Authority~~.

For contracts between \$150,001 - \$250,000, either a formal Request for Tender (RFT) or Request for Quotation (RFQ) is to be invited by either selective or public advertisement.

It is good practice to call for tenders; however it is NOT a legislative requirement. ~~The~~ The following circumstances may arise where a formal tender would not be feasible:

- (a) Timeframe does not permit a full tender process
- (b) The tender is of a local nature (unlikely that businesses external to Riverina business would apply)
- (c) The potential benefit of tendering is likely to be outweighed by the cost of the process

If selecting an RFT purchasing process, refer to [Request for Tender Procedure](#)

If selecting an RFQ process a minimum of three (3) written quotations shall be obtained and the quotation most advantageous to Council shall be selected.

It is required when undertaking an RFQ process that a [Quotation Specification](#) is developed to be disseminated to prospective suppliers including any Council Approved Suppliers

If for some reason three (3) written quotations cannot be obtained, or the quotation most advantageous to Council is not recommended for selection the reasons are to be documented on the [Quotation Record Form](#) requisition and referred to the General Manager prior to commitment to purchase.

The General Manager will review the requisition and make a determination on the acceptance of the purchase.

When considering quotations reference should be made to the [Preference for Local Provider Policy](#).

[There may be instances where a tender is beneficial below threshold levels in accordance with procedures for Tenders for Policies below \\$250,000](#)

A summary of the process is available in [Table 1 – Levels of Purchase](#).

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[4 Procurement Procedure \(3\)](#) ~~4 Procurement Procedure (3)~~ ~~4 Procurement Procedure (3)~~ ~~4 Procurement Procedure (3)~~

6. Tenders & Contracts in excess of \$250,000 (ex. GST)

Check you have the appropriate ~~Delegated Authority~~~~Delegated Authority~~~~Delegated Authority~~~~Delegated Authority~~.

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For purchases in excess of \$250,000 (GST ex) a formal RFT process shall be undertaken by public advertisement in accordance with *Section 55 of the Local Government Act 1993 & the Local Government (General) Regulation 2005*.

Note: This excludes purchasing under Clause 7.2 - Government Contracts.

A summary of the process is available in [Table 1 – Levels of Purchase](#).

7. Government Contract

Should the purchase of goods and services be available under an existing contract with one of the prescribed organisations listed below, Council staff have the option to engage them without referring to the Levels of Purchase requirements.

- Local Government Procurement (LGP)
- Procurement Australia (PA)
- Another Council
- State or Federal Government

In this instance, purchases shall be undertaken consistent with [Purchase Order Administration](#). In addition, the organisation utilised for supply of the goods or services must be listed on the order.

A summary of the process is available in [Table 1 – Levels of Purchase](#).

8. Emergency Event

For the purposes of this Procedure, an emergency is defined as:

The immediate non supply of the goods or service would pose a health, safety or financial risk to the Council and /or the community.

Should the purchase of goods and services be required in the event of an emergency, the following is to be obtained without referring to the Levels of Purchase requirements.

- Written approval shall be obtained from the General Manager prior to proceeding with purchase, and the reason is to be adequately documented.

A summary of the process is available in [Table 1 – Levels of Purchase](#).

Tendering for Purchases below \$150,000

~~Purchases below \$150,000 are typically carried out in accordance with Table 1 – Levels of Purchase.~~

~~Whilst not a legislative requirement, the below triggers form a basis for which a formal RFT process should be considered over standard purchasing methods.~~

- ~~• Likely a better outcome will be achieved through an RFT process~~
- ~~• Highly contentious or complex purchases~~
- ~~• Perception of favouritism or pecuniary interest between suppliers and staff~~

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Table 1: Levels of Purchase

Category	Value of Goods & Services (GST Ex.)	Requirement Summary	Purchase Records
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4 Procurement Procedure (3)(alt)4 Procurement Procedure (3)(alt)Procurement Procedure (3)Procurement Procedure

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Category	Value of Goods & Services (GST Ex.)	Requirement Summary	Purchase Records
1 2	Goods & Services less than \$25,000	<ul style="list-style-type: none"> Minimum of 1 verbal quote or use tendered rates from Approved Supplier Register. Quotation Record Note: Quote and/or Approved Supplier selection must be deemed reasonable by a Delegated Authority. 	<ul style="list-style-type: none"> Purchase Order Form Quotation Record Form Daily Plant and Labour Hire Timesheet
	\$25,001 - \$50,000	<ul style="list-style-type: none"> Minimum of 1 written quote or use tendered rates from Approved Supplier Register. Quotation Record Note: Quote and/or Approved Supplier selection must be deemed reasonable by a Delegated Authority. 	<ul style="list-style-type: none"> Purchase Order Form 1 Written quote Quotation Record Form Daily Plant and Labour Hire Timesheet
	\$50,001 - \$150,000	<ul style="list-style-type: none"> Minimum of 2 written quotes or use tendered rates from Approved Supplier Register. Note: If 2 quotes are not possible, the reasons must be documented on the Quotation Record (max \$15,000). Quotation Record Note: Quote and/or Approved Supplier selection must be deemed reasonable by a Delegated Authority. 	<ul style="list-style-type: none"> Purchase Order Form 2 Written quotes Quotation Record Form Daily Plant and Labour Hire Timesheet
	\$150,001 - \$250,000	<ul style="list-style-type: none"> Quotation Specification development Distribution via email to Approved Suppliers and other suitable suppliers. Minimum of 3 written quotes. Prescribed evaluation Supplier outcome response Quotation Record 	<ul style="list-style-type: none"> Purchase Order Form 3 Written quotes Quotation Specification Form Quotation Record Form Declaration of Interest Form Quotation Evaluation Form Process documentation Letter notifying suppliers of outcome
2	\$150,001 - \$250,000	<ul style="list-style-type: none"> Where feasible, a formal tender process (public or selective) should be adopted (see purchases >\$250,000). Where not possible, the below conditions apply: Detailed Detailed-Quotation Specification development Distribution via email to Approved/other suitable suppliers Minimum of 3 written quotes Prescribed evaluation Supplier outcome response Quotation Record 	<ul style="list-style-type: none"> Compliance with Tender Procedure OR Purchase Order Form 3 Written quotes Quotation Specification Detailed Quotation Specification Form Quotation Record Form Declaration of Interest Form Quotation Evaluation Form Process documentation Letter notifying suppliers of outcome
3	\$250,001 and above	<ul style="list-style-type: none"> Formal tender process. 	<ul style="list-style-type: none"> Compliance with Tender Assessment Procedure
Other	Government Contract	<ul style="list-style-type: none"> Less than \$5000. Delegated Authority Approval \$5,001 - \$150,000. Departmental Manager / Director Approval Greater than \$150,000. General Manager Approval 	<ul style="list-style-type: none"> Purchase Order Form

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Category	Value of Goods & Services (GST Ex.)	Requirement Summary	Purchase Records
	Emergency Event	<ul style="list-style-type: none"> Written approval from General Manager 	<ul style="list-style-type: none"> Written approval from General Manager

Purchase Order Administration

Council Purchase Orders are to be issued in respect of any purchase entered into by Council with the exception of acquisitions made using credit cards, NDIS and Home Care Package purchases, or contracts entered into by Council which are repetitive in nature e.g. utility accounts.

Credit Card usage is to be strictly in accordance with [Policy G9 – Corporate Credit Card Usage](#).

Where a Council purchase card is used, the purchase must be backed by a Council Purchase Order, completed prior to the purchase.

Management of Council Purchase Orders booklets shall be restricted to the Council Procurement Officer, Councils executive management, or a delegate of the executive (secretary).

Council Purchase Orders shall be issued in strict accordance with the following procedure;

1. Obtain agreement from a staff member with the appropriate Delegated Authority, that satisfactory purchasing process and compliance with this Procedure ~~have~~has been achieved and that purchasing may proceed.
2. Acquire the Purchase Order booklet from the Delegated Authority and complete the Purchase Order Form.

Information recorded must include;

- (a) the business name and address of the supplier,
- (b) the date of the requisition to purchase,
- (c) an estimated quantity of goods or service being purchased,
- (d) a description of the goods or service being purchased,
- (e) a delivery address for the goods or service (if applicable),
- (f) a job number relating to the purchase,
- (g) an estimate of the purchase price, excluding GST or a notation that GST is included for each individual item,
- (h) the name of the Council officer requisitioning the order, and
- (i) a signature from the Delegated Authority.

3. Provide a copy of the signed Purchase Order Form to the supplier as confirmation to proceed with the purchase.

Note: For orders under the value of \$1550,000 the Purchase Order number may be verbally conveyed to the supplier, at the supplier's discretion.

4. Attach appropriate purchase records listed in [Table 1 – Levels of Purchase](#) to the original Purchase Order Form and forward to the Records Officer, ~~Secretary, or Procurement Officer~~ for electronic filing within Council's records management system.
5. Following completion of the contract, the supplier shall quote the Purchase Order number on the tax invoice and forward to accounts@temora.nsw.gov.au for processing.

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6. Invoices received shall be matched by Purchase Order numbers and distributed to the appropriate Delegated Authority for reconciliation.
7. The Delegated Authority shall reconcile the invoice with the Purchase Order Form and return the invoice and the blue carbon copy of the Purchase Order Form to the accounts section of Council. The Delegated Authority shall state the words "OK to Pay", along with his or her signature on the Purchase Order Form to confirm payment can be processed.

Notes:

1. Under no circumstances are orders to be split so that the total value of the order falls under a particular purchase level. If an entire order is of greater value than the individuals Delegated Authority level, it must be referred to the appropriate manager for further authorisation.
2. No orders are to be placed with suppliers without an official Purchase Order being supplied by Council first.
3. All suppliers are instructed not to supply goods unless they make reference to an official Temora Shire Council Purchase Order number.
4. Multiple plant and labour hire purchases from the Approved Supplier Register may be combined into one rolling Purchase Order provided the following conditions are met;
 - a. The combined purchase is from an individual contractor.
 - b. The value of the combined purchase does not exceed \$1550,000.
 - c. The maximum length of the rolling purchase order is 10-30 working-days (two weeks one month)
 - d. Each individual purchase is verbally approved by a delegated authority.

If a provider supplies goods/services without a Purchase Order number, and produces an invoice to Council without reference to an official Purchase Order number, Council reserves the right to refuse payment for those goods or services.

Tendering for Purchases below \$250,000

Purchases below \$250,000 are typically carried out in accordance with Table 1 – Levels of Purchase.

Whilst not a legislative requirement, the below triggers form a basis for which a formal RFT process should be considered over standard purchasing methods.

- Likely a better outcome will be achieved through an RFT process
- Highly contentious or complex purchases
- Perception of favouritism or pecuniary interest between suppliers and staff

[Home](#)

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Quotation Process

Submission of Quotation

For [Category 1](#) purchases, there is no pre-defined timeframe for the submissions of quotations and the successful quotation may be awarded once [Table 1 – Levels of Purchase](#) conditions have been met.

For [Category 2](#) purchases, a minimum of seven (7) days is to be allowed for submission of quotations, unless deemed urgent by an appropriate manager.

Quotations may be forwarded by email, or in writing (posted or hand-delivered) and must be received in accordance with the timeframe in the [respective Quotation Specification](#).

Procurement records may be retained during the purchase process by the staff member undertaking the purchase, however following completion of the purchase all records must be forward to the Records Officer, ~~Secretary, or Procurement Officer~~ for electronic filling within Council's records management system.

If for any reason conditions of [Table 1 – Levels of Purchase](#) cannot be achieved in the quotation process, the Delegated Authority approving the purchase must note accurately on the [Quotation Record](#) Form, reasons why the conditions have not been achieved.

Evaluation of Quotations

A formal evaluation of quotations shall be undertaken for purchases in [Category 2](#), noting that formal assessment can be undertaken for quotations in [Category 1](#) at the Authorised Delegates discretion. Where evaluation is required the [Quotation Evaluation Form](#) is to be used.

A Delegated Authority shall approve the assessment process and have regard for, but not limited to, the following criteria;

- (a) Track record of company, its general reputation for work competence, delivery, service etc.
- (b) Product quality, quality standards, suitability etc.
- (c) Technical expertise, credential of key personnel, systems and techniques, depth and nature of support.
- (d) Time performance, ability to provide goods and services on time.
- (e) Price, type of fee, contingencies, terms and conditions.
- (f) The price should not be limited to up front price alone, as this may distort the true long-term cost to Council. Price should also include consideration of the life cycle costs and incorporating issues such as cost of installation, maintenance, replacement and disposal.
- (g) The ability of the provider to demonstrate that they can comply with current Workplace Health and Safety, Workers Compensation and Environmental Legislation applicable to the contracted works.
- (h) The ability of the contractor to demonstrate that they can meet the provisions of Temora Shire Council's Workplace Health, Safety and Environmental Policies and Procedures
- (i) Enhancement of the capacity of local business, goods and services supplied locally. Is the quotation in accordance with the Local Purchase Policy of Council
- (j) Degree to which the goods and services meet Council's sustainable procurement principles

For the purpose of the assessment a weighting is to be assigned to the attributes within the assessment criteria.

~~4 Procurement Procedure (3)~~~~4 Procurement Procedure (3)~~~~Procurement Procedure (3)~~~~Procurement Procedure~~

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Acceptance of Quotations

Quotation details are to be documented on the [Quotation Record](#) Form. Once evaluation of quotations and/or selection of a successful supplier is decided, all process documents are to be forwarded to the Records Officer, ~~Secretary, or Procurement Officer~~ for electronic filling within Council's records management system.

The issue of a signed Council Purchase Order to a supplier in accordance with [Purchase Order Administration](#) process signifies Council's acceptance of the supplier terms and approves a purchase to be executed.

Successful and unsuccessful suppliers are to be notified as soon as possible after a contract is awarded. For purchases in [Category 2](#), a [Notification Letter](#) must be sent to all suppliers advising of the quotation outcome. This notification advice shall not disclose confidential particulars of the successful quotation.

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Approved Supplier Arrangements

Approved Supplier Register

Procurement of plant and labour hire services (up to the value of \$1550,000) from the [Approved Supplier Register \(hyperlink\)](#) shall be undertaken consistent with [Purchase Order Administration](#), and further, plant and labour hire suppliers shall complete the [Daily Plant and Labour Hire Timesheet](#) which is to be signed by a Council delegate and submitted with invoice for payment.

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The Council officer initiating the purchase shall be responsible for ensuring all supplier information is current (registration, insurance, etc.) and that any subcontractor engagement proposed by the supplier is established as a Council contractor prior to the supply of a Council Purchase Order.

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Preference for Local Provider Policy

A Local Provider is defined as a supplier of goods or services which conducts a business from premises located within the Temora Shire Council area and which is engaged in the supply of goods or services similar to those which are subject of the tender or quotation.

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- 1 When considering tenders and quotations, [preference shall consideration should](#) be given to local suppliers [where, and the following](#) taken into consideration:
 - (a) Price (including freight)
 - (b) Availability of goods and services;
 - (c) Availability and access to after-sales service and maintenance;
 - (d) Competence and ability to supply the goods and services to specification;
 - (e) Quality and type of the product;
 - (f) Long term benefits of a competitive marketplace and local economic effect of the decision;
 - (g) All other factors relevant to consideration of the tender or quotation;
 - (h) Consideration of the specialist nature of supply.

Note: Council staff shall allow a purchase preference for Local Providers to a value of 10% or \$1,000, whichever is the lesser value.

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- 2 [Ideally, Qg](#) quotations should be sourced from the local supplier, except in the following instances:
 - (a) Unavailability of a business that is a core supplier of the product or service required. That is the business should be specifically established to provide expertise in the area required. An example would be where Council requires a service such as a landscape design, there are several individuals and businesses who provide facets of the requirement but do not provide a total solution. In this instance no local quotation would be sought.
 - (b) Where an item is provided in accordance with NSW Government procurement contract by a local provider, the local purchase policy will not apply, and the conditions of the contract will be strictly applied.
 - (c) Past Pricing Experience. Council are fortunate to be able to access government contracts which in reality local business cannot generally compete with. After initially

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establishing this by quotation, there will be no need to test each subsequent purchase within a 12-month period.

- (d) Availability of Expertise. Some local businesses can access goods and services however these are not core items; hence knowledge, advice and assistance can be lacking. An example could be high end electronic technology with which significant advice on product could be required. In this instance the immediate approach would be to the experts in the field.
- (e) Expediency. Where a delay occurs in the delivery of a local product, Council may seek alternative supplies.
- (f) Materiality. Where an item is insignificant or part of a larger project contracted externally, expediency dictates that the item will be purchased externally.

3 Council will not negotiate with local suppliers to reduce the pricing structure after considering the market. That is, all suppliers are expected to supply their best price initially, and Council will operate on this assumption.

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4 Council purchasing staff must be prepared to justify to Council external purchases where a similar product is available locally. It is expected that justification will be in the form of written record detailing conformity with this Procedure the reasons for the decision.

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5 Tenderers for major projects should be advised that where possible, local services should be used and preference will be given to tenderers utilising local contractors.

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6 All tenderers should be advised of this Procedure when tenders are called;

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67 This procedure is a statement of intent by Council and takes account of the importance of local business by acknowledging that such businesses should be given consideration in the procurement function of Council. This procedure is a guidance document and should not be read as a legal requirement.

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Delegated Authority

Only those Council staff with Delegated Authority from the General Manager to authorise expenditure, subject to the nominated monetary limitations, may execute a purchase on Council's behalf. The nominated monetary limits vary depending on the individual's level of authority and role within Council.

The levels of authority for those Council staff with authority to incur and approve expenditure can be found under "Council Policies - Staff Delegations" on Council's delegation system.

The limits put in place are to be strictly adhered to with the onus being on the individual employee to ensure that they do not abuse their authority level. Under no circumstances are orders to be split so that the total value of the order falls under the amount of the individual's authority level.

Staff authority to requisition, order and approve purchases is governed by Staff Delegations of Authority made by the General Manager. This includes the specific upper limits on purchasing approvals permitted by individual staff positions. No staff must act outside their delegation of authority.

Staff with Delegations of Authority to purchase must adhere to the procedures relating to the obtaining of quotations, use of Purchase Orders, and the obtaining of invoices as detailed in this Procurement Plan. Staff with Delegations of Authority to purchase must have regard to budget considerations and the management of existing resources when making purchasing decisions. Managers and supervisors shall oversee their reporting staff member's use of Council resources.

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Appendices



Appendix A: [Quotation Record](#) Form

Appendix B: [Daily Plant and Labour Hire Timesheet](#)

~~Appendix C: [Declaration of Interest Form](#)~~

Appendix ~~DC~~: [Quotation Specification](#) Form

[Appendix D: Detailed Quotation Specification & Supplier Response Forms](#)

Appendix E: [Quotation/Tender Evaluation](#) Form

Appendix F: [Outcome Letter](#)

~~Appendix ~~GG~~: [Declaration of Interest Form](#)~~

Appendix ~~GH~~: [Tender Procedure](#)

[Appendix I: Approved Suppliers Register](#)

[Appendix J: Approved Suppliers Application Pack](#)

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1. GENERAL MANAGER

Antique Motor Club is advising that they are hosting a Heritage Motor club Rally in April 2021. Will be utilising the Greyhound Club Facilities, Ex-Services Club, Arianh Park and Lake Centenary for a Show & Shine event. They enquired if they require an event application.

General Manager advised that they do not require an event application.

2. REGENCY RAMBLERS

Enquired if Council has heard from the Regency Ramblers with an event application.

General Manager advised that Regency Ramblers and Mary Gilmore requests will be presented to the Council meeting this month.

4 CONFIDENTIAL REPORTS**COMMITTEE RESOLUTION 43/2020**

Moved: Cr Nigel Judd

Seconded: Cr Max Oliver

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 3:02PM:

4.1 Combaning Road Proposed Renaming

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

4.2 Unnamed Road Springdale - Naming

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

4.3 Council Roads

This matter is considered to be confidential under Section 10A(2) - b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

CARRIED

CARRIED

COMMITTEE RESOLUTION 44/2020

Moved: Cr Kenneth Smith

Seconded: Cr Rick Firman

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

5 CLOSE MEETING

The Meeting closed at 4:02PM.

This is the minutes of the Assets & Operations Committee meeting held on Tuesday 7 July 2020.

.....

GENERAL MANAGER

.....

CHAIRMAN

6.3 MINUTES OF THE AERODROME USERS COMMITTEE MEETING HELD ON 7 JULY 2020**File Number:** REP20/752**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Aerodrome Users Committee Meeting held on 7 July 2020**RECOMMENDATION**

It was resolved that the reports be received.

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



Date: Tuesday, 7 July 2020
Time: 6:00PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Aerodrome Users Committee Meeting

7 July 2020

Order Of Business

1	Open Meeting	3
2	Apologies	3
3	Reports	4
3.1	Taxiway Numbering.....	4
3.2	Signage & Security Fencing	8
3.3	Airport Works Update	10
3.4	Warbirds Update - Temora Aviation Museum.....	15
3.5	Aerodrome Calendar of Events - July 2020.....	16
4	Close Meeting	17

**MINUTES OF TEMORA SHIRE COUNCIL
AERODROME USERS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 7 JULY 2020 AT 6:00PM**

PRESENT: Cr Nigel Judd (Chair), Mr Grant Johnson, Mr Nick Wills, Mr Geoff King, Mr Robert Maslin, Mr Peter Harper, Mr Peter McIntyre (Observer), Mr Graham Engel,

IN ATTENDANCE: Rob Fisher (Engineering Technical Manager), Bimal Shah (Engineering Works Manager)

1 OPEN MEETING

6:00PM

2 APOLOGIES

COMMITTEE RESOLUTION 1/2020

Moved: Mr Robert Maslin

Seconded: Mr Peter Harper

That apologies from Cr Rick Firman, Cr Dale Wiencke, Building Inspector/Quality Assurance Officer James Durham and Mr Frank Lovell be received and accepted.

CARRIED

3 REPORTS

3.1 TAXIWAY NUMBERING

File Number: REP20/697

Author: Executive Assistant

Authoriser: General Manager

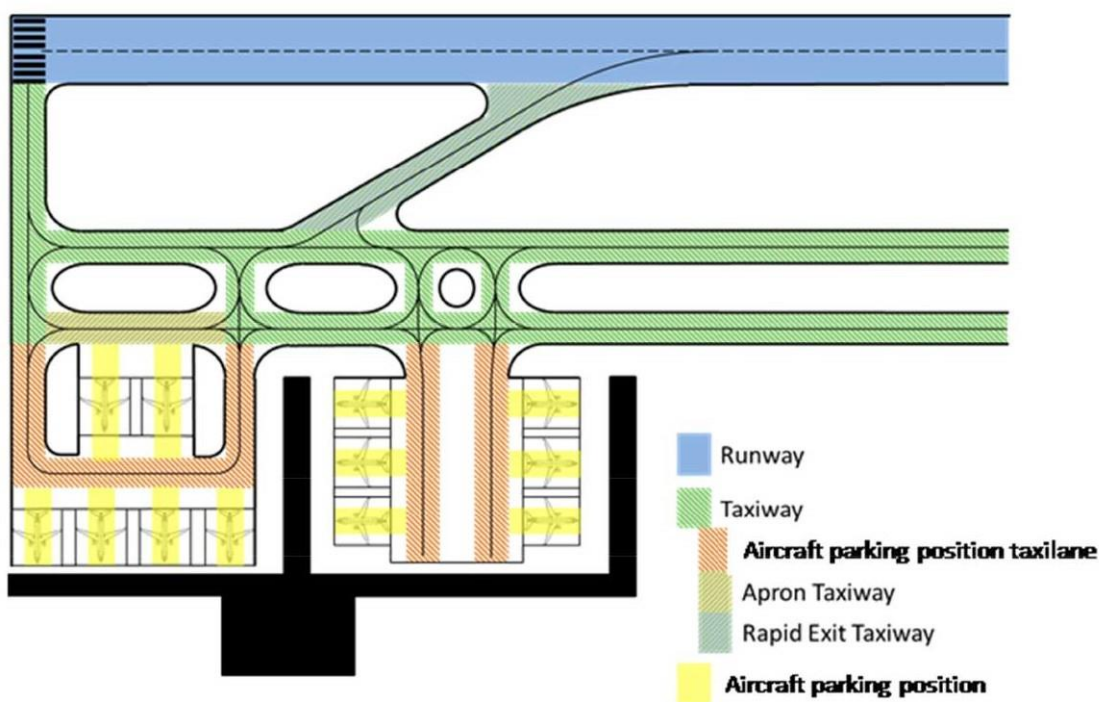
Attachments: 1. Airport Taxiways

REPORT

Consideration needs to be given to the Taxiway identification. Layouts of taxiways are attached with the addition of new sealed TWYs. There were some Discussions had earlier, around confusion with taxiway Charlie. Example does Taxiway C run from the RWY to the apron only with the Sealed section accessing the Private hangers be noted as Taxilane C. Does 18/36 remain Taxiway A with Spitfire Taxiway being Taxilane A?

Re: Taxiway vs. Taxilane

Taxilane - The portion of the aircraft parking area used for access between taxi ways and aircraft parking positions.



vs

Taxiways - defined path established for the taxiing of aircraft from one part of an airport to another.

Taxilanes. Taxilanes are located outside the movement area. Taxilanes provide access from taxiways (usually an apron taxiway) to airplane parking positions and other terminal areas.

COMMITTEE RESOLUTION 2/2020

Moved: Mr Robert Maslin

Seconded: Mr Grant Johnson

That the Committee resolved to recommend to Council that the user groups consider the taxiway numbering system and report back to Council for consideration at the August Council meeting.

CARRIED

Report by James Durham





Temora Shire Council
105 Lofan Street
PO Box 262
TEMORA NSW 2666
Ph: (02) 6960 1100
Fax: (02) 6960 1155
Web: www.temora.nsw.gov.au

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Created By: James Duhon

Projection: GDA94 / MGA zone 55

Date: 30/06/2020 7:59 AM

3.2 SIGNAGE & SECURITY FENCING

File Number: REP20/699
Author: Executive Assistant
Authoriser: General Manager
Attachments: 1. Airport Signage

REPORT

Areas have been identified around the airport perimeter fencing that lacked any signage or confusing signage. New signs have been ordered and will be consistent with the newer signs that have been installed (photo attached). The security fencing is nearing completion with installation of the new fencing along the apron area. Installation of an automatic sliding gate to main entry is also being installed. Taxiway E also had fencing installed, separating residential areas from the taxiway strip.

COMMITTEE RESOLUTION 3/2020

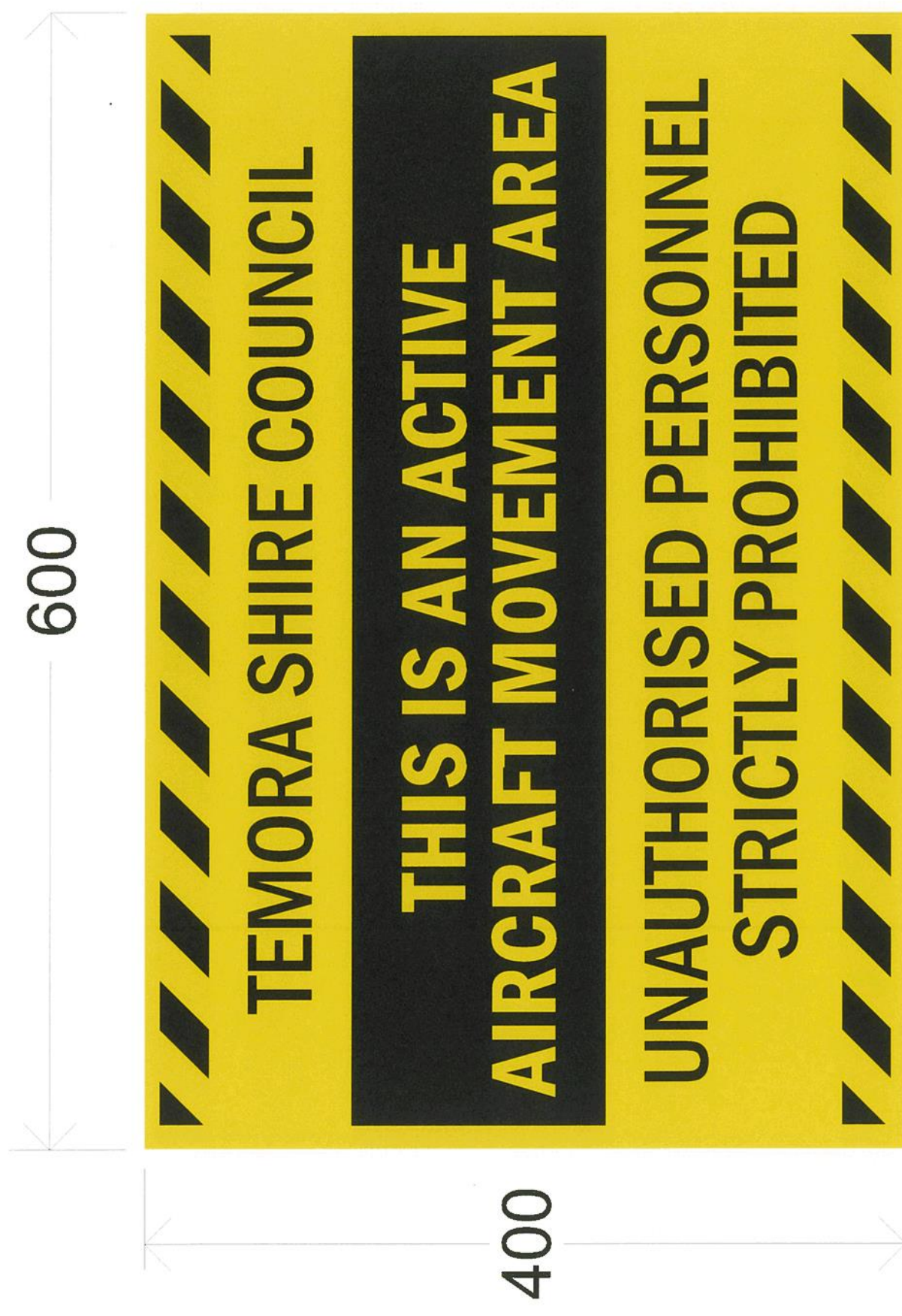
Moved: Mr Robert Maslin

Seconded: Mr Peter Harper

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

CARRIED

Report by James Durham



3.3 AIRPORT WORKS UPDATE

File Number: REP20/706
Author: Executive Assistant
Authoriser: General Manager
Attachments: 1. Airport Program
2. Airport Staging
3. Airport updated stage
4. Airport Photos

REPORT**Temora Airport Upgrade Progress Report 30/06/2020**

Construction work of Code B apron located outside of Temora Aeroclub was completed in May 2020. Some photos of the progress have been attached to the report. The water pipe, storm water and sewer lines were upgraded during the construction work.

On 29th June 2020 we received an advice from the General Manager of Temora Aviation Museum in regards to Warbirds Downunder 2020. The Event of 2020 has been postponed and scheduled for March/April 2021 and the exact dates to be confirmed.

To meet the strict funding guidelines and requirement of project to be completed by 01 June 2021 the Project Works Program requires updating and revising to allow for new event time frames. As the current supplied timeframe of the event is too broad, the work of the 18/36 runway (Stage 05 & 06) may need to be brought forward and other stages may need to be constructed after 25th December 2020. Project's works program will be updated in coming weeks to reflect the changes.

There are four attachments to the report

Attachments:

- A – Overall Lay out of the Temora Airport
- B – Staging Plan
- C – Construction Program (Original and not modified)
- D – Photos

COMMITTEE RESOLUTION 4/2020

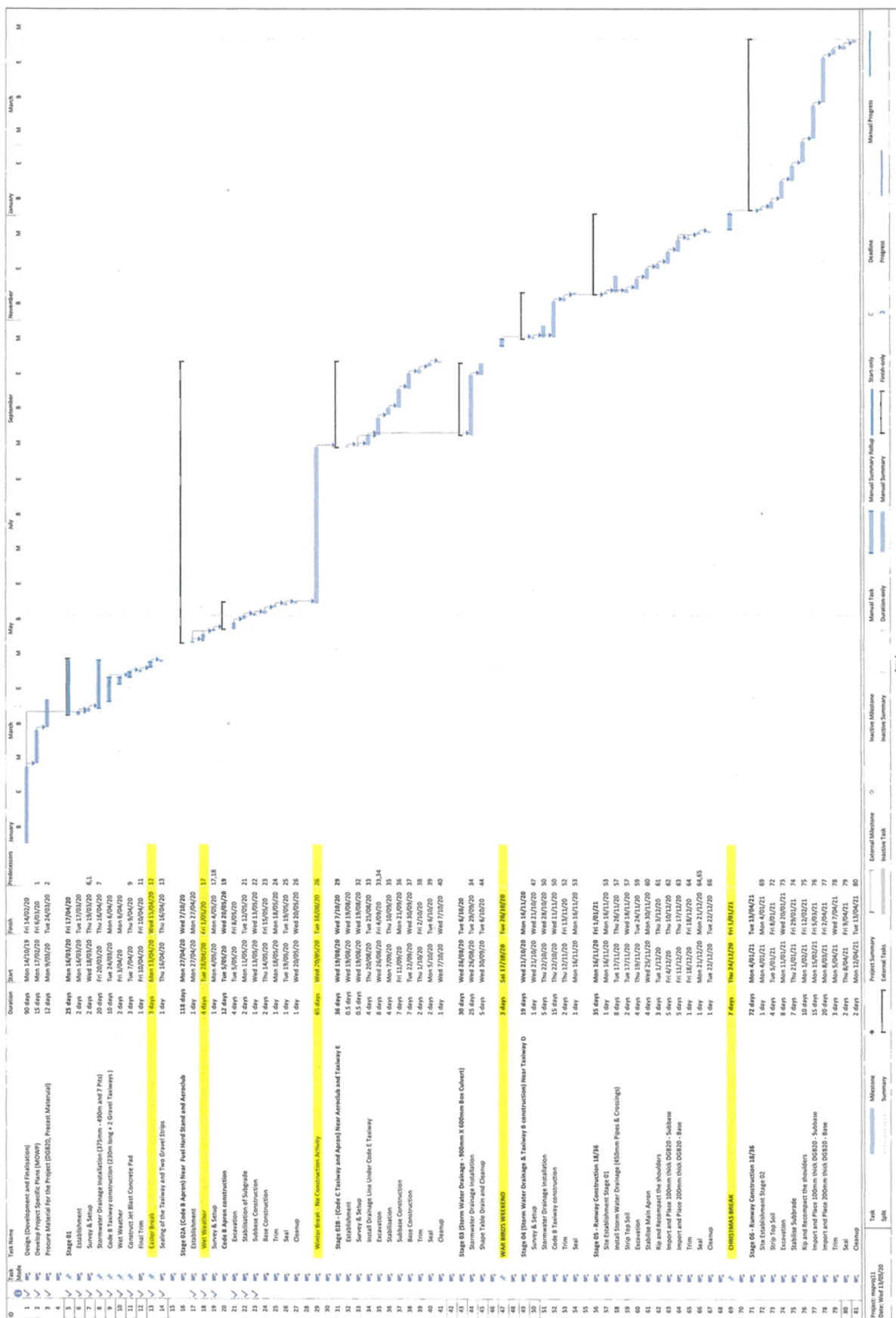
Moved: Mr Grant Johnson

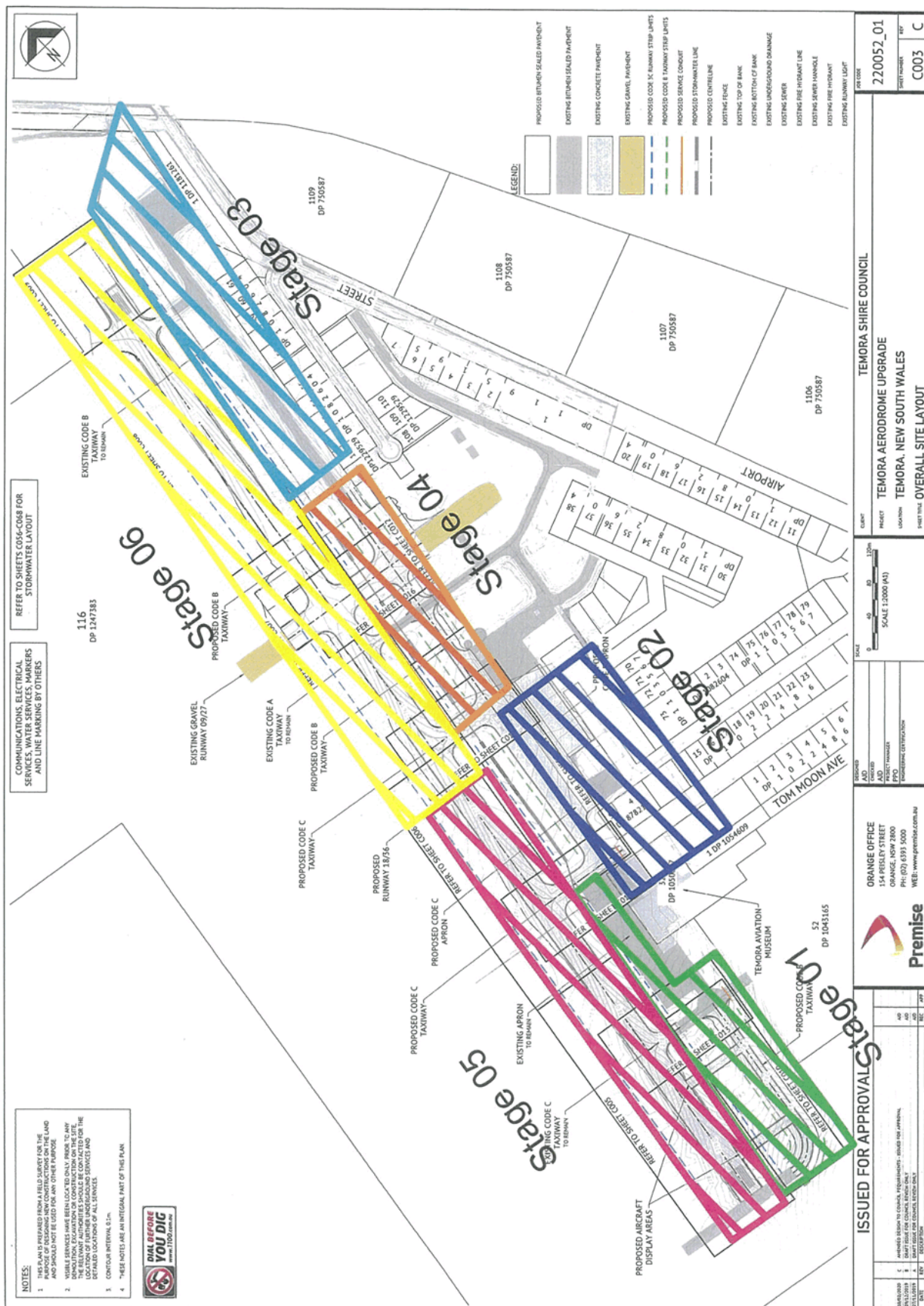
Seconded: Mr Peter Harper

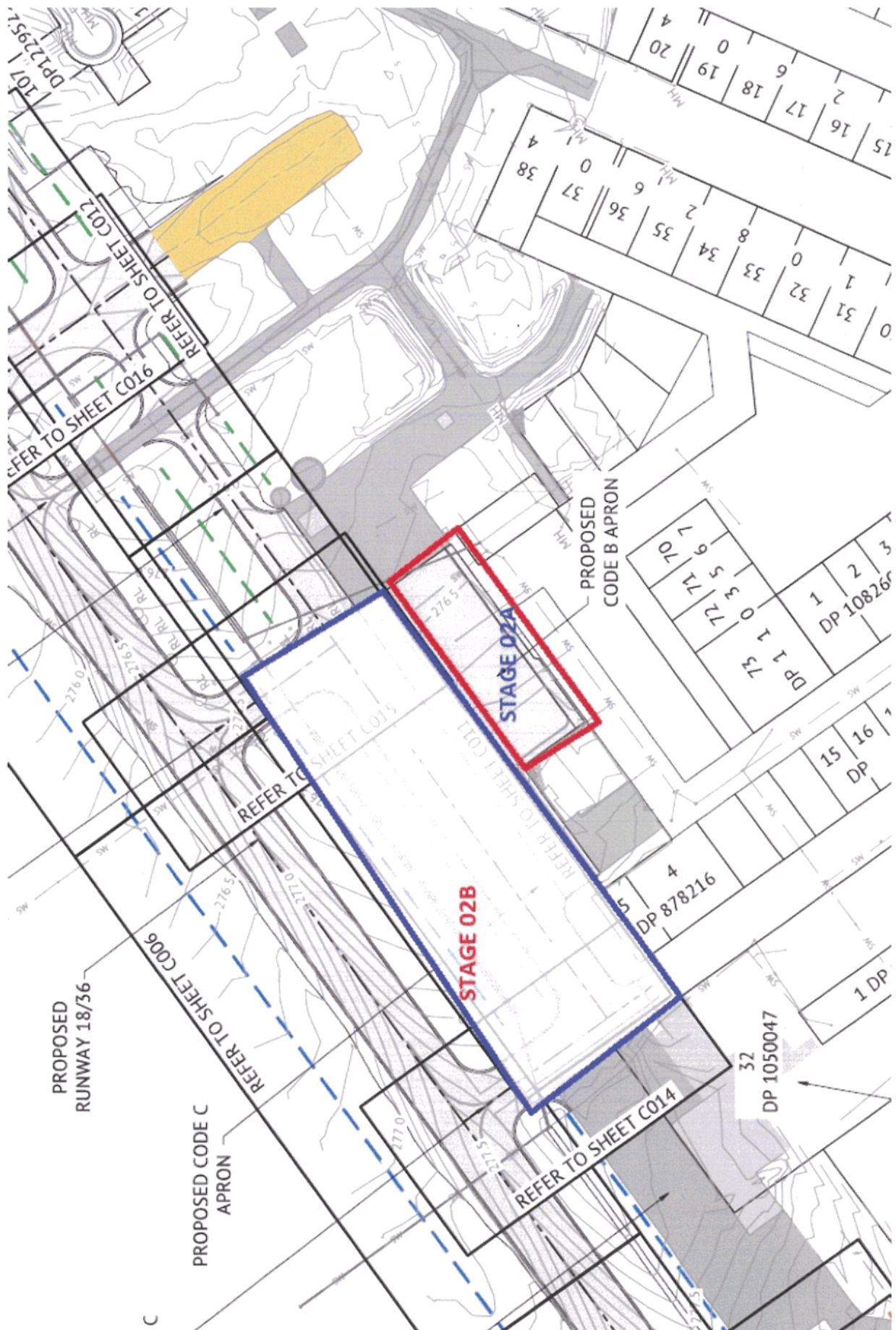
That the Committee resolved to recommend to Council to note the report.

CARRIED

Report by Bimal Shah









3.4 WARBIRDS UPDATE - TEMORA AVIATION MUSEUM

File Number: REP20/704
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

Temora Aviation Museum would like to inform you that a decision has been made regarding the future of the Museum's major event Warbirds Downunder 2020, the event will be postponed to a date in the March/April period 2021 (exact date TBC).

We are continuing with the August 29th Aircraft Showcase event which will be limited to align with NSW government restrictions, currently those restrictions will limit the event to 500 people total which includes staff & volunteers.

We have decided to keep the October 17th and 18th dates which will now be marketed as an Aircraft Showcase event in place of the Warbirds Downunder event, again we will need to adhere to whatever the government restrictions are at that time in mid-October.

COMMITTEE RESOLUTION 5/2020

Moved: Mr Robert Maslin
Seconded: Mr Grant Johnson

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

CARRIED

Report by James Durham

3.5 AERODROME CALENDAR OF EVENTS - JULY 2020

File Number: REP20/705
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT**2020**

August 29 - Aircraft Showcase

October 17 & 18 - Aircraft Showcase

December 26, 2020 – 26 January 2021 - Summer Gliding Camp

2021

March 26-28, 2021 – Antique Aircraft Association of Australia

COMMITTEE RESOLUTION 6/2020

Moved: Mr Peter Harper
Seconded: Mr Robert Maslin

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

CARRIED

Report by James Durham

4 CLOSE MEETING

The Meeting closed at 7:05PM.

This is the minutes of the Aerodrome Users Committee meeting held on Tuesday 7 July 2020.

.....

GENERAL MANAGER

.....

CHAIRMAN

7 DELEGATES REPORTS

8 MAYORAL REPORT**8.1 MAYORS REPORT - JUNE 2020**

File Number: REP20/681
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

2nd June – I attended the Council Chambers.

4th June – I had meetings all day at Council.

- I had a meeting with Riverina Eastern regional Organisation of Councils (REROC) Executive.

5th June – I attended Council Chambers.

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

9th June – Councillors, Senior Staff & I attended various workshops on Asset Management and Procurement Policies.

- I had a meeting with Mayor of Wagga City, Mayor Greg Conkey OAM.

10th June – The General Manager (Mr G C Lavelle PSM) and I had a meeting with our NSW Member for Cootamundra, Ms Steph Cooke MP re: several matters of importance to Council.

- The General Manager (Mr Lavelle) and I attended the official announcement of an \$189,000 Library Grant for Temora. This is great news and our warm thanks to Ms Steph Cooke MP (NSW Member for Cootamundra) for her strong advocacy and support.
- I chaired the Temora West Public School Council special meeting. This was the first occasion we've attended a meeting for some months, due to COVID-19. Cr Max Oliver was also in attendance, as a member of the School Council.
- I had a meeting with Mayor John Seymour OAM, of Coolamon Shire.

12th June – I chaired the Performance Review of Riverina Joint Organisation's (RivJO) Chief Executive Officer, Mrs Julie Briggs. We have an outstanding CEO in Mrs Briggs and are grateful for her dedication to the role and member Councils. This was carried out via Zoom videoconferencing.

- I chaired a meeting of the Riverina Eastern Regional Organisation of Councils (REROC) Executive, via Zoom.

15th June – I attended the Council Chambers re: Council Business papers.

- I conducted the draw for the Rotary Club of Temora's Wood Raffle. This was rather a unique experience as it was done on-line and live streamed. I thank Club President, Cr Nigel Judd OAM, Mrs Ingrid Wotten and all Rotarians for the great work they do serving our Shire community.

16th June – I had a teleconference with the Chief Executive of REROC and Riverina Joint Organisation (RivJO), Mrs Julie Briggs.

17th June – I had a meeting with NSW Local Government Boundaries Commission Chairman, Mr Bob Sendt.

18th June – Councillors, Senior Staff and I attended our monthly Council meeting, held in the Supper room at the Temora Memorial Town Hall.

19th June – I attended a sitting of the NSW Local Government Boundaries Commission (via teleconference). This is to further work through the De-Merger proposals for Cootamundra-Gundagai Regional Council and Snow Valleys Council.

21st June – I attended our first Church service at St Paul's Anglican Church, the first time in months. I had the honour of ringing our church bell, which broke the stillness of the day.

22nd June – I had teleconference meetings with the Mayors of Cootamundra-Gundagai (Mayor Abb McAllister), Coolamon Shire (Mayor John Seymour OAM) & Lockhart Shire (Mayor Rodger Schirmer). We discussed issues pertaining to Riverina JO and REROC.

24th June – The General Manager (Mr Lavelle) and I held a meeting with BFB Pty Ltd's Chief Executive (Mr Shane Bird) and General Manager (Mr Stuart Wiencke).

- The General Manager (Mr Lavelle), Director of Administration & Finance (Mrs Elizabeth Smith) and I held a meeting with Lindt Café Seige survivor, Ms Selina Win Pe. Ms Win Pe is the Founder of 'Will of Courage', with her purpose now being to support our farming and business communities across rural NSW.

25th June – I attended a meeting of the NSW Joint Organisation (JO) Chairmen's Forum, via Zoom videoconference. I'm the Deputy Chairman of this group of 13 Chairmen from across NSW's 13 JOs. There are some challenging times ahead for the JO, however, we must work hard to make it work. REROC & RivJO Board meetings...

- I had a teleconference with NSW Member for Cootamundra, Ms Steph Cooke MP.
- I had a teleconference with NSW Country Mayors President, Mayor Katrina Humphries.
- I had a teleconference with the Mayor of our Australian Sister City, Mayor Danny Said.
- I had teleconference with LGNSW President, Cr Linda Scott.

26th June – I had a teleconference with the Mayor of Kempsey, Mayor Liz Campbell. Mayor Campbell is also the Chairman of her JO.

29th June – I attended a meeting in Wagga with Mayor Greg Conkey OAM and General Manager, Mr Peter Thompson, to discuss JO related matters. I was accompanied by our Chief Executive, Mrs Julie Briggs.

- I had a teleconference with Mayors Abb McAllister (Cootamundra-Gundagai) & John Seymour OAM (Coolamon Shire).

30th June – Teleconference with Mayor Brian Monaghan (Bland Shire), Mayor Rodger Schirmer (Lockhart) & Mayor Heather Wilton.

- Congratulations to Inspector Andrew Ryabovich, Sergeant Tyrone Stacey and all involved with the significant Search Warrants which took place. Crime, in any form, will not be tolerated and as a community will stand up and assist the Police in any way we can. Criminals are in all communities, however, we need to remember to play our role – they will only win if we turn a blind eye.

RECOMMENDATION

It is recommended that the Mayoral report be noted.

Report by Mayor Rick Firman

9 STAFF REPORTS

10 GENERAL MANAGER**10.1 CALENDAR OF EVENTS - JULY 2020**

File Number: REP20/695

Author: Executive Assistant

Authoriser: General Manager

Attachments: Nil

REPORT**JULY 2020**

7th Committee Meetings

16th Council Meeting

AUGUST 2020

11th Committee Meetings

20th Council Meeting

RECOMMENDATION

It is recommended that the Calendar of Events be noted.

10.2 SEALS - JULY 2020

File Number: REP20/741
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

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





- Temora Motorcycle Cub – License Agreement
- Lease – Temora Preschool & Out of School Hours terminating 30 June 2024
- Lease – Temora Preschool & Out of School Hours terminating 30 June 2029
- Lease – Temora Preschool & Out of School Hours terminating 30 June 2034
- Lease – Temora Preschool & Out of School Hours terminating 30 June 2039
- Contract for Sale – 16 Spitfire Drive, Temora

RECOMMENDATION

It is recommended that the Council Seal be affixed to the above documents.

10.3 HILLTOP ACCOMMODATION CENTRE - CANCER PATIENTS**File Number:** REP20/620**Author:** Executive Assistant**Authoriser:** General Manager

Attachments:

1. Hilltop email presentation [↓](#) 
2. Hilltop accommodation centre [↓](#) 
3. Launch article [↓](#) 
4. Pledge Form [↓](#) 

REPORT

Capital Fundraising Campaign Director Hilltop Fight Cancer Foundation, Alice Glachan has forwarded information regarding the building of a Regional Cancer Centre for patients and carers who attend cancer treatment in Albury.

Stage 1 was completed in 2012 and now with frequent occurrences of the accommodation being 'full', Stage 2 has been brought forward by 4 years, with occupation anticipated for August 2020.

The community is being asked to raise 25% of the funds for Stage 2. The public appeal target is \$1M.

They are seeking donations to assist in raising these funds.

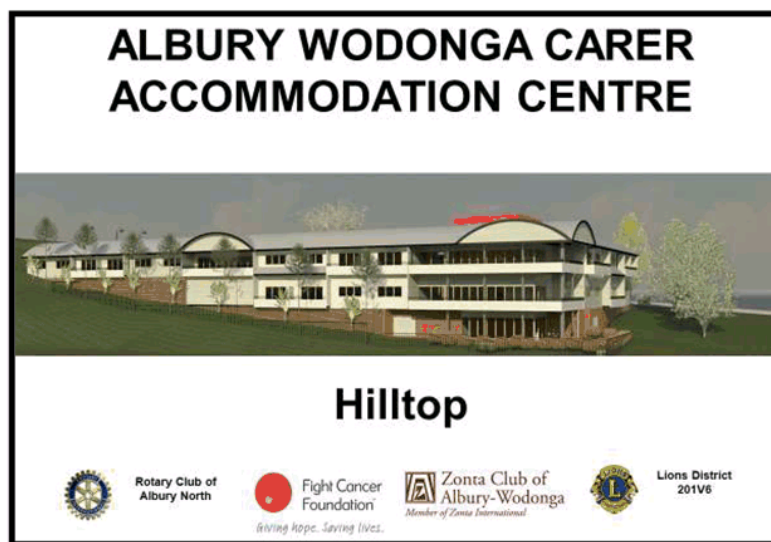
RECOMMENDATION

It is recommended that Council considers the request.

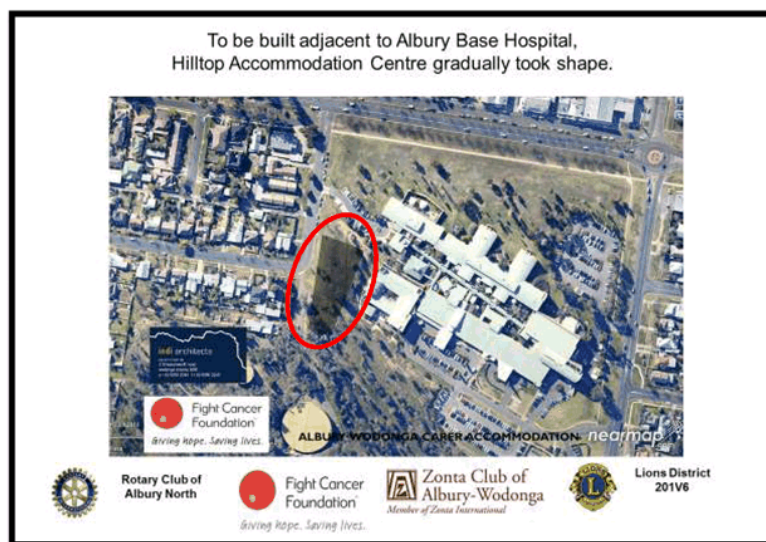
Report by Gary Lavelle

Hilltop – Albury Wodonga’s Accommodation Centre for patients and carers attending the Regional Cancer Centre for treatment

In 2010 the Rotary Club of Albury North, Fight Cancer Foundation, Lions District 201V6 and the Zonta Club of Albury Wodonga joined forces with a plan to address a community need; accommodation for cancer patients, and their carers, attending Albury for treatment.



The site selected was on the same block as the Albury Base Hospital and a short walk from where the planned Regional Cancer Centre was to be built.



Hilltop Stage I was completed in 2012 at a cost of \$5.2 million. The facility provides 20 modern motel style rooms with ensuites, lounge and kitchenette facilities. **Hilltop** also offers communal areas including fully equipped kitchens, dining, lounge, library, BBQ and children's play area.



Accommodation is safe, comfortable and available for all regional cancer patients and their carers coming to Albury for their treatment, at a vastly subsidised rate. Hilltop has been incredibly successful and with now frequent occurrences of the accommodation being 'full'.

Stage 1 – 24 Month Snapshot

- 11,077 room nights provided.
- 893 families assisted.

Wangarratta 1224 / 39	Shepparton 625 / 44	Tocumwal 359 / 40	Griffith 275 / 32	Tumbarumba 121 / 12
Yarrowonga Mulwala 1213 / 77	Bright 553 / 43	Euroa 336 / 17	Wagga Wagga 227 / 31	Corowa 115 / 16
Cobram Barooga 1087 / 74	Finley 445 / 42	Jerilderie 331 / 37	Albury Wodonga 204 / 36	Leeton 113 / 16
Deniliquin 944 / 85	Corryong 375 / 46	Berrigan 322 / 28	Numurkah 181 / 12	Tallangatta 109 / 14
Benalla 841 / 63	Myrtleford 363 / 29	Mansfield 320 / 15	Lake Eildon 170 / 10	Hay 98 / 16

Room nights provided / families assisted



Rotary Club of
Albury North



Fight Cancer
Foundation

Living hope. Saving lives.



Zonta Club of
Albury-Wodonga

Member of Zonta International



Lions District
201V6

Stage II (an additional 10 rooms) has been brought forward by 4 years, construction has begun, with occupation anticipated for August 2020.



The community is being asked to raise 25% of the funds required for **Stage II**.



All gifts to the **Hilltop** Appeal are tax deductible and a range of partnership opportunities are available to individuals, families, clubs and businesses.

Stage 2 – Cost & Funding

Total Costing	\$3,808,000
Commonwealth Government Grant	\$1,904,000
Cash on hand	\$1,134,796
Shortfall	\$769,204
Public Appeal Target	\$1,000,000

Projected surplus funding to go to Future Fund – preliminary planning for Stage 3 is underway!



Rotary Club of
Albury North



Fight Cancer
Foundation

Beating Rape. Saving lives.



Zonta Club of
Albury-Wodonga

Member of Zonta International



Lions District
201V6

Gifts of \$5,000 and more will be acknowledged on the perpetual Honour Boards with specific Naming rights (subject to availability) possible from \$10,000 and range up to \$250,000 for various components of Stage II.

Gifts to assist with furnishings and equipment are also possible.

Donations can be made over one or a number of years so as to assist donors with phasing their gift to suit their personal circumstances. Payment is possible by cheque, Direct Bank Transfer or card.

To discuss your involvement in this vital community project, or for further information, please contact:

Alice Glachan

Hilltop Fundraising Campaign Director

alice.glachan@fightcancer.org.au

0439 583 805

We are seeking our communities continued support of this charitable regional facility that helps so many patients and carers at what is a desperately difficult time for them and their families.

Anne Rands

Subject: FW: Hilltop Accommodation Centre
Attachments: Alice's Hilltop emailed presentation.pdf; Launch article 12 Dec in BM.pdf; Pledge Form 2 page version.pdf

-----Original Message-----

From: Glachan, Alice [<mailto:alice.glachan@fightcancer.org.au>]
Sent: Friday, 17 April 2020 2:56 PM
To: Gary Lavelle
Subject: Hilltop Accommodation Centre

Gary,

thank you for taking my call just now. It was nice to be able to explain a bit more of the back ground to Hilltop, but also to have a chat more generally.

Attached is the presentation on Hilltop that I created in lieu of a PowerPoint presentation when Covid19 started to curtail my ability to make presentations to organisations. I have also attached the launch article by way of a good summary of the project and the donation pledge information as I had raised with you the possibility of being able to donate over more than one year which obviously helps to spread the load.

Hilltop has been immensely successful and is focussed on ensuring that it continues to be able to provide these comfortable, friendly and convenient accommodation? facilities well into the future for cancer patients and their carers at such significantly reduced rates at what is otherwise an extremely difficult and stressful time.

I would be very pleased to be able to provide an on line presentation to the Council and or management team with some background to Hilltop and its immense success, should an opportunity be available for me to do so.

My mobile number is below but my home number is 02 6023 1453.

Regards,

Alice

?

Alice Glachan
Capital Fundraising Campaign Director (Hilltop) Fight Cancer Foundation alice.glachan@fightcancer.org.au
0439 583 805

[FCF Logo #4 Horizontal (50mm on white)]

\$1M DREAM

Appeal steps up for cash to help build cancer accommodation

BY ELLEN EBSARY

ONE hundred more patients are using the Albury-Wodonga Regional Cancer Centre daily than first expected, and a fundraising push to accommodate them is ramping up. The Fight Cancer Foundation has recruited former

Albury mayor Alice Glachan to help raise \$1 million for the 10-room expansion of the Hilltop centre completed in 2013.

FCF managing director Eric Wright said stage two of the centre, which has helped 1000-plus families, was needed ahead of time.

"We were expecting it to be OK for the best part of 10 years," he said.

"[But] we're now six years in and reaching capacity."

"The throughput of the cancer centre was capped at about 250 patients a day and Robyn Gillis, the director there who is on our board,

tells me it is now approaching 350 a day ... and that impacts on us.

"That's why we're doing this two or three years earlier than I would have thought."

Patients are choosing the Border's centre over Melbourne, Ms Glachan said.

"Because when they're

here, they're in a community where they feel very welcome," she said.

"I truly believe a big part of why this [stage two] has come on so early, is because people choose to use these facilities, both the treatment and Hilltop, because it's a comfortable environment."

Ms Glachan was announced as fundraising campaign director at a launch on Tuesday night.

"It was a fantastic opportunity to renew the interest of the service groups who were significant leaders in the first stage," she said.

■ Continued: P6

Appeal for \$1 million for centre launched



APPEAL: Work has started on the \$4 million, second stage of the Hiltrop patient accommodation centre, and Eric Wright and Alice Glachan are seeking donations.

■ From P1

"What I always found so amazing was that people in the inner part of our community - Albury and Wodonga - were happy raising money for the broader community."

"Local people use this facility on occasion, but the vast majority of users are from hours away."

Rotary Club of Albury North, Lions District 201V6 and the Zonta Club of Albury-Wodonga are long-term partners and helped to raise \$3.2 million for the initial build of 20 rooms and communal facilities.

"The place was paid for completely, two weeks before we opened the front door - that's unheard of," Mr Wright said.

"People just came out of the woodwork with incredible generosity."

"We're thoroughly excited about this new phase."

"The project will cost just on \$4 million."

"We're three-quarters of the way there with funding already - we have a grant from the federal government for \$1.9 million and the foundation is putting in \$1.1 million."

"So we're asking the communities that feed into this place to put in the other \$1 million."

Ms Glachan said the opportunities to support stage two were endless.

"If a business can't provide cash, they can provide in-kind support," she said.

Past donations have ranged from \$1.49, the balance remaining on a child's gift card, to \$100,000 raised between the 2519 people of Finley.

Those wanting to help can email Alice.Glachan@fightcancer.org.au.

HILLTOP – ALBURY WODONGA CANCER PATIENT AND CARER ACCOMMODATION CENTRE

A community project of:

FIGHT CANCER FOUNDATION

ROTARY CLUB OF ALBURY NORTH

LIONS DISTRICT 201V6

ZONTA CLUB OF ALBURY WODONGA



Statement of Intention to Give

I / We

Of

..... Postcode

Wish to support the patients, carers and families in our community by making a gift of:

\$

INPAYMENTS

I / We intend to give

\$.....	On...../...../.....	\$.....	On...../...../.....
\$.....	On...../...../.....	\$.....	On...../...../.....
\$.....	On...../...../.....	\$.....	On...../...../.....
\$.....	On...../...../.....	\$.....	On...../...../.....

Or as follows

.....

Cheques should be made payable to: Fight Cancer Foundation – Albury Appeal

Credit Card and EFT facilities see overleaf.

Gifts are tax deductible

I / We understand that this commitment may be altered should circumstances make it necessary.

This gift is to remain anonymous Yes No

Signed Dated/...../.....

My Credit Card DetailsPlease debit my ☐ Visa ☐ Mastercard ☐ American Express

Cardholder Name:																
Signature:																
Expires:				M	M	Y	Y									

Electronic Funds Transfer

Commonwealth Bank of Australia

Account Name: Fight Cancer Foundation – Albury Public Appeal

BSB: 063- 003

Account No: 1001-8147

To ensure prompt receipt of your generous gift please advise details of your electronic funds transfer to:

alice.glachan@fightcancer.org.au

11 ENGINEERING SERVICES

11.1 PROPOSED DEVELOPER CONTRIBUTIONS - STORMWATER

File Number: REP20/640
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

Current situation

As Council will be aware, Temora Shire Council has had a Section 7.12 (previously Section 94A) Developer Contributions Plan in place since 2018. The Plan, which is prepared under the Environmental Planning and Assessment (EP&A) Act 1979, allows Council, as a condition of development consent, to require an applicant to pay a levy of the percentage of the cost of carrying out a development. The purpose of the levy is to assist Council with contributions to provide public infrastructure, amenities and services. A works schedule within the plan details the works that the developer contributions are to be spent on.

Under Section 7.12 of the EP&A Act and Section 25K of the EP&A Regulation 2000, the maximum amount of levy rates that may be collected by a Council, without a special variation, are as follows:

- (i) if the proposed cost of carrying out the development is up to and including \$100,000—nil, or
- (ii) if the proposed cost of carrying out the development is more than \$100,000 and up to and including \$200,000—0.5 per cent of that cost, or
- (iii) if the proposed cost of carrying out the development is more than \$200,000—1 per cent of that cost

The current levy rates charged by Temora Shire Council are as follows:

Proposed Cost of the Development	Maximum Percentage of the Levy
Up to \$100,000	Nil
\$100,001-\$200,000	0.25 Percent
\$200,001 +	0.5 Percent

Table 1: Current Developer Contributions rates under Temora Shire Council Developer Contributions Plan 2019

As Council will note, Temora Shire Council currently charges only half the maximum fee that is allowed under the regulation.

Current and proposed projects

Under the current Temora Shire Developer Contributions Plan, Council collects contributions towards a number of planned community infrastructure projects. These include the Temora Main Street Upgrade and the Loftus Street pedestrian upgrade, as well as projects that are currently

underway or recently completed including netball courts resurfacing, Nixon Park playground fence Gloucester Park upgrade and Aria Park main street upgrade. However, currently Council has no stormwater related projects included with this plan, even though Council is able to levy contributions for this purpose under the legislation.

The provision and funding of upgrades of stormwater infrastructure has been identified by Council's engineering department as an issue that requires further consideration. There are a number of stormwater infrastructure projects that have been identified by Council as requiring upgrades however there is a shortage of funding which current extends the timeframe for the delivery of these projects. Stormwater management is frequently highlighted by the community as an issue of concern, particularly in high traffic areas. If additional funding could be sourced through development contributions, which are currently not utilised by Council to their full potential, the community would benefit through the completion of these infrastructure projects within a shorter timeframe.

The particular community stormwater infrastructure projects that have been identified by Council, and their estimated costs are as follows, as shown by Table 2.

Table 2: Potential stormwater projects that may be completed over time with funding support

Victoria Street / Ironbark St U/G Drainage (200m)	\$100,000
Britannia Street / Hoskins Street Intersection Drainage (60m)	\$25,000
Gallipoli Street (Victoria St to Timmins St 250m)	\$80,000
Back Mimosa Road (1250m Drainage Channel Construction) Note: Major tree removal required	\$80,000
Baker Street U/G Drainage (240m Victoria St to Britannia St)	\$120,000
Delavan Street Box Culvert (Using Council owned culverts Ex RMS)	\$80,000
Chifley Street U/G Drainage (Williams to Joffre 220m)	\$66,000
Victoria Street U/G Drainage (Gallipoli St to Melaleuca St 200m)	\$80,000
Crowley St/Polaris St - Western Drain upgrade Crowley St to intersection of Polaris & Baker Sts	\$1,020,000
Hoskins Street (Parkes to Kitchener U/G Drainage)	\$770,000
Hoskins Street (Macauley to Ashelford U/G Drainage)	\$80,000
Austral Street U/G Drainage (DeBoos to Aurora St) 135m	\$100,000

Projects are not currently well scoped and cost is an estimate drawn from Councils forward budget.

If supported for further investigation by Council, a draft amendment to the Developer Contributions Plan would be prepared which would include the identified projects and increase the level of contributions to the following rates, which aligns with the majority of Councils, as shown by Table 3.

Proposed Cost of the Development	Maximum Percentage of the Levy
----------------------------------	--------------------------------

Up to \$100,000	Nil
\$100,001-\$200,000	0.5 Percent
\$200,001 +	1 Percent

Table 3: Proposed Developer Contributions rates under a draft Temora Shire Council Developer Contributions Plan 2020

It is recommended that the inclusion of the stormwater infrastructure projects within an updated Developer Contributions Plan is the simplest approach to securing additional funding, compared to preparing a standalone stormwater contributions plan. A standalone plan is often the approach taken by large Councils, who also collect contributions for sewerage infrastructure, however such plans are quite costly to prepare. Contributions towards sewerage infrastructure are not permitted under a Developer Contributions Plan and must have a separate plan. A sewer Development Servicing Plan is funded as part of Councils IWCM strategy process and Council can consider recommendations relating to sewerage infrastructure at a later date.

Discussion

The suggested changes to the Developer Contributions Plan proposes that developers should be expected to contribute towards collector and arterial drainage required to transport stormwater away from development sites / areas.

There are number of developments and / or areas around town where reticulation drainage has been installed sometimes as a condition of development, but there has been no collector or arterial drainage network to connect to resulting in charged outlets to above ground surface drainage of which creates significant challenges. There are areas of the above ground drainage network that operate above capacity causing flooding of private property.

Currently there is no clear way to fund collector and/or arterial drainage works within urban areas of the Temora LGA other than Council funding from general revenue. Grants for routine storm water projects are limited and it is generally accepted stormwater infrastructure is to be provided by Council within Councils own funds.

Council has a minor backlog of collector and arterial drainage projects, of which a number have resulted from either Council zoning/rezoning or development. Many of these projects have been left unfunded due to the relative significant cost and lack of clarity around who should be responsible.

Councils stormwater levy is helpful in building funds for stormwater projects, however it should be acknowledged there are many stormwater projects (upgrade and renewal) not associated with development that do and will require funding into the future.

RECOMMENDATION

It is recommended that Council

1. Support the concept of the inclusion of stormwater infrastructure projects within an amended Developer Contributions Plan
2. Support the concept of an increase in the current developer contributions rate in order to fund the completion of the identified stormwater infrastructure projects, and

3. Receive a future report to present the Draft Developer Contributions Plan 2020, incorporating changes proposed within this report.

Report by Claire Golder

12 ENVIRONMENTAL SERVICES**12.1 FOOD AND DRINK SERVICES AT LAKE CENTENARY****File Number:** REP20/767**Author:** Building Surveyor**Authoriser:** Director of Environmental Services**Attachments:** 1. EOI - Food and Drink Services at Lake Centenary [↓](#) **REPORT**

Temora Shire Council has been in receipt of a written expression of interest from an approved vendor to operate a mobile food van at Lake Centenary.

This application compliments what Council attempted to achieve in October, 2017. At which time Temora Shire Council advertised and sought expressions of interest for the provision of food and drink services at Lake Centenary.

During this process Council Officers developed an expression of interest form and a specification detailing the requirements to utilise the site for food and drink services.

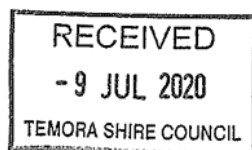
Unfortunately during the advertising process in October 2017 Temora Shire Council received Nil enquiries and/or applications.

The received written expression of interest is for Councils consideration.

RECOMMENDATION

It is recommended that Council in the interest of transparency re-advertise the expression of interest for food and drink services at Lake Centenary.

Report by Belinda Bushell



9.7.2020

Dear Mr Garry Lavelle & Temora Shire
Councillors,

This is a letter we would like to submit, to express our interest to serve food & drinks at the Lake Centenary. We are excited to introduce our new venture, a 1958 Vintage Caravan, that has been lovingly restored and refurbished to exceptional detail, with specific requirements and to council regulations. It was a local couples dream and inspiration, that stole our hearts at the very first glance, when they decided to sell the van. We knew the love and passion that went into the project with a vision of a much needed service to our amazing town. With our experience of 32 years of serving our local community in the food service industry, we were excited to take a chance with a new venture. Our van is named SUGAR & SPICE TEMORA! you guessed right....

*We are
happy to service the town as a Dessert,
Coffee, Mobile Bar and catering for events.*

We committed ourselves to this exciting venture last October 2019. Yes it has been a long wait. We were challenged with many unforeseen encounters. As we all know 2020 so far has not been the best with bushfires and now the COVID-19. Nevertheless we are hopeful to launch our dream within the restricted guidelines and as soon as permission from the Temora Council is granted.

We sincerely hope that you will give much consideration to this proposal and make our exciting venture of our van bring some SUGAR & SPICE to Temora !

*Thankyou
Yours Truly*

13 ADMINISTRATION AND FINANCE**13.1 MINUTES OF LOCAL GOVERNMENT WEEK MEETING HELD 7 JULY 2020**

File Number: REP20/776

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Local Government Week [↓](#) 

RECOMMENDATION

It is recommended that Council considers the report.

Report by Amanda Gay

**Local Government Week Committee Meeting
7 July 2020**

Attendees: Mayor Firman, Deputy Mayor Sinclair and CCSO Amanda Gay

Time: 10.00am – 11.00am

Location: Mayor Firman Office



Discussion Items:

1. Postcards celebrating Local Government in Temora Shire since 1892 – concept accepted.
2. Day in the life of Temora – A 3 minute video depicting the moving parts of Temora Shire Council, express through short fast video segments building to tell a 24 hours story of staff and Councillors at work. Adrian Merrigan to produce video – concept accepted
3. Careers Video – Due to Covid -19 there will be no careers bus tour 2020. The creation of careers video is proposed – concept accepted.
4. Councilors portrait competition – concept accepted
5. Understanding Signage, Council signage to be set up in Paleface Park with stencils worksheet provided to schools. Students will go to the park, find the TSC sign from the stencil sheet and write what they think it is saying. For smaller student there will be words with letter gaps to fill in – concept accepted
6. Morning Tea – how to move forward in these uncharted waters. Covid -19 safe morning tea Morning Tea Cr Firman and Sinclair will talk about the future of TSC, CCSO will talk to older resident about ways they can hand their vast skills and knowledge on to other in our community - Concept accepted.
7. Move LGW Cultural day and combine it with welcome new resident's dinner in October? Yes idea accepted
8. Shire Motion: CCSO to keep going ahead with all accepted Local government week

Moved: Cr Firman

Seconded: Cr Sinclair

Amanda Gay CCSO

13.2 COUNCILLORS FEES 2020/2021**File Number:** REP20/661**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Councillor Fees  **REPORT**

The Local Government Remuneration Tribunal has handed down its 2020 report and has determined that there will be no increase in the fees effective 1 July 2020.

The range of fees applicable to Temora Shire Council as a Rural Council are:

	<u>Minimum</u>	<u>Maximum</u>
Councillors	\$9,190	\$12,160
Mayor**	\$9,780	\$26,530

**This fee is paid in addition to the Councillors Fee.

As Council has previously determined that the appropriate level within these ranges is the 6th Decile. The Fees for 2020/2021 will be:

Councillors Fees	\$10,840
Mayor	\$19,085

RECOMMENDATION

It is recommended that the proposed fees be adopted for 2020/2021.

Report by Elizabeth Smith

Local Government Remuneration Tribunal

Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors

Pursuant to s.241 of the *Local Government Act 1993*, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2020 are determined as follows:

Table 4: Fees for General Purpose and County Councils

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	27,640	40,530	169,100	222,510
	Major CBD	18,430	34,140	39,160	110,310
	Metropolitan Large	18,430	30,410	39,160	88,600
	Metropolitan Medium	13,820	25,790	29,360	68,530
	Metropolitan Small	9,190	20,280	19,580	44,230
General Purpose Councils - Non-metropolitan	Major Regional City	18,430	32,040	39,160	99,800
	Major Strategic Area	18,430	32,040	39,160	99,800
	Regional Strategic Area	18,430	30,410	39,160	88,600
	Regional Centre	13,820	24,320	28,750	60,080
	Regional Rural	9,190	20,280	19,580	44,250
	Rural	9,190	12,160	9,780	26,530
County Councils	Water	1,820	10,140	3,920	16,660
	Other	1,820	6,060	3,920	11,060

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 10 June 2020

13.3 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM

File Number: REP20/775
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

Under the Federal Government's Local Roads and Community Infrastructure Program, Temora Shire Council has been offered and accepted a grant of \$825,968 (ex GST). The purpose of the program is to assist a community-led recovery from COVID-19 by supporting local jobs, firms and procurement. Where possible Council will use local businesses and workforces to deliver projects funded under the program.

At a Councillor workshop held on Tuesday 7 July, Councillors and senior staff considered a range of projects identified within Council's Delivery Program that may be brought forward, as well as potential projects identified by staff and through Council decisions and discussions. The final list of agreed projects is presented in Table 1.

Project name	Funding amount
Morangarell Road – widen and reseal 3.75km of road	\$150,000
Decorative aerodrome lighting replacement	\$35,000
Arts Precinct building construction	\$400,000
Bundawarra Centre – bridge over dam	\$20,000
Railway museum display cabinets	\$3,000
All access port-a-loo	\$20,000
Temora swimming pool landscaping and part pool filtration upgrade	\$197,968
TOTAL	\$825,968

Table 1: Projects endorsed by Councillor workshop for funding

Next steps

Following endorsement of the selected projects, Council staff will complete a project nomination form for each project for submission to the Federal Government for their assessment and approval. All nominated projects must be completed by 30 June 2021.

RECOMMENDATION

It is recommended that Council

1. Endorse the list of projects nominated for funding under the Local Roads and Community Infrastructure Program,

2. Direct Council staff to complete funding administration requirements, and
3. Commence works on the delivery of the nominated project once relevant approvals have been received.

Report by Claire Golder

14 CORRESPONDENCE**14.1 TEMORA SENIOR CITIZENS GROUP - RATES 2020/2021**

File Number: REP20/688

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Temora Senior Citizens Group [!\[\]\(003082e50e3009141f59bd5df831749f_img.jpg\)](#) 

REPORT

Temora Senior Citizens is requesting a reduction in their general rates for 2020/2021.

The Senior Citizens general rates for 2020/2021 are \$1,804.08. The donation will be 25% and equal to \$451.02.

The Council budget provides for this donation.

RECOMMENDATION

It is recommended that Council considers the request.

76349

Temora Senior Citizens Group
Cnr.DeBoos and Parkes Streets
TEMORA NSW 2666
25 /06/2020

The General Manager
Temora Shire Council
Loftus Street
TEMORA NSW 2666

Dear Sir,

Our Finance Committee respectfully asks Council to grant them a Senior Citizens Rate Reduction for the ensuing year 2020/2021. We have been most thankful for Councils care and generosity in past years and look forward council favourable consideration again this financial year

Yours sincerely

Lynda Cartwright Hon Secretary

Lynda Cartwright

17/41 7yrs

14.2 SOUTHERN SPORTS ACADEMY - SPONSORSHIP 2020**File Number:** REP20/692**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Southern Sports Academy [!\[\]\(cbe2492b119e39e02a1dab2af4a4b296_img.jpg\) !\[\]\(2f36c159ea3670f7a62f64a4f1cf5c05_img.jpg\)](#)**REPORT**

Seeking sponsorship for 4 athletes from Councils Local Government area by contributing \$200.00 per athlete with a total of \$800.00. It has been the practice of Council to support this initiative in the past.

RECOMMENDATION

It is recommended that Council considers the request.



76366
PO Box 8545, Koorringal NSW 2650
P: 02 6931 8111 | F: 02 6931 8011
www.ssa-nsw.org.au
ABN 15 193 274 996

Tuesday, 30 June 2020

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

Dear Gary,

The Southern Sports Academy (SSA) continues to provide elite young athletes from Southern NSW with cutting edge development programs designed to assist them in their pursuit of higher-level sporting achievements. The Academy has built on its focus of ensuring that athletes that graduate from the Academy do so as more rounded individuals possessing the necessary sporting and life skills to excel in the next phase of their lives.

SSA has been an active facilitator of sport in New South Wales for many years funded primarily through the State Government of the time, together with contributions from LGA's and other valuable partnerships. With the current challenges in mind and knowing that budget decisions may be affected, we felt it important to keep you informed of the academy's continued action to support sport and regional youth in southern NSW.

All regional academy (RASI) operations closed offices in mid-March and our collective network of 35 staff have/had been diligently working from home to facilitate the objectives of all Academy's and to continue giving our 2,500 athletes hope for their future. Our efforts have been well considered against the need to ensure effective mental health initiatives.

From the outset, our academy has maintained a positive outlook that focused on achieving engagement not only with our athletes but also with our many other stakeholders - parents and caregivers, our many volunteers, coaches and administrators, sponsors, Local Government authorities to name a few!

Primary among our strategies was the promotion of our sector-leading educational program (which has been gradually developed over the last 18 months through our partnership with Clubs NSW). Each Academy has taken an individual approach with the online courses as the core and added websites, webinars, competitions, recipe ideas, one on one strength and conditioning sessions to the mix.

Every athlete within our programs, their parents/caregivers, brothers and sisters have been able to access these online programs free of charge. As a result, a remarkable (and growing) amount of engagement and positive media coverage has been achieved throughout the State with many outlets asking for further stories and updates. The results demonstrate that necessity can be the catalyst for innovation and efficiency.

SSA have also been active across various social media channels including Facebook, Instagram, Twitter and Team App to facilitate our messages and continue engagement.

Other network actions have included:

- Staff calling athletes individually to check on their mental and physical health and well-being;
- voluntary governance teams meeting regularly to brainstorm ideas and institute change where required;
- Weekly squad Zoom sessions

Member of: REGIONAL ACADEMIES OF SPORT

Proudly Supported By:



Your local club



SthSportsAcad

facebook.com/SouthernSportsAcademy

southernsportsacad/

3/259 7yrs
Reach Your Goals!



PO Box 8545, Koorringal NSW 2650
 P: 02 6931 8111 | F: 02 6931 8011
www.ssa-nsw.org.au
 ABN 15 193 274 996

- the activation of school contacts to spread messages and promotion;
- live social media instruction;
- engagement with industry stakeholders for secondary market support.

At a management level and state level, the RASi Board of Directors representing every Academy continues to meet weekly to share ideas and forge a way forward. Individual Boards at regional level are meeting regularly and ideas are shared widely across the network and indeed the sports sector.

RASi has been included as part of the COVID-19 Recovery Group for our sector alongside the Office of Sport, Sport NSW and State Sporting Organisations.

Simply, at an individual and collective level we are taking strong action to ensure the future prosperity of sport and the welfare of our regional youth, and we remain committed to being integral to the economic and social recovery in our State.

Since the inception of the Academy in 1992, the collective contributions of LGA's from around the region have been vital not only to the success of the Academy, but also to its survival. Historically the Academy has invited you to contribute to the development of athletes from your Local Government Area by contributing \$200 per athlete to the Southern Sports Academy. We have found that there have been an increased number of councils that have declined to provide assistance, sadly putting at risk the sustainability of the Academy on a broader scale, as such we are extremely appreciative of your continued support.

Your area is currently represented in the Academy by:

Given	Surname	Town	LGA	Sport
Abbey	Reinhold	Temora 2666	Temora	Netball
Lily	Reinhold	Temora 2666	Temora	Netball
Luke	Tudulu	Temora 2666	Temora	Rugby
Waisea	Tudulu	Temora 2666	Temora	Rugby

On behalf of athletes from your region, we look forward to your continued support.

Yours sincerely,

Lincoln Kennedy

Lincoln Kennedy
 Chairman



Proudly Supported By:



SthSportsAcad



facebook.com/SouthernSportsAcademy



southernsportsacad/

Reach Your Goals!

14.3 EVENT APPLICATION - REGENCY RAMBLERS ROD & CUSTOM CLUB**File Number:** REP20/763**Author:** Secretary Engineering**Authoriser:** General Manager**Attachments:** 1. Regency Ramblers Request Letter [↓](#) 

Regency Ramblers Rod & Custom Club has lodged an event application to hold their annual Rod Run in Temora from Friday 2nd October to Monday 5th October, 2020. They have requested the closure of Loftus Street (between DeBoos & Hoskins Street & Baker & Hoskins Street) between the hours of 5pm to 10pm on Saturday 3rd October, 2020. They are also requesting FULL use of the Town Hall facilities from Thursday 1st October to Monday 5th October 2020.

The costs associated with the event are listed below:

Task	Time	Rate	Cost
Road Closure			
- 2 hour setup x 2 staff	2hr	\$72/hr	\$288
- 2 hour removal x 2 staff	2hr	\$72/hr	\$288
- Plant		\$20/hr	\$80
Road closure advertisement in the Temora Independent			\$60
Small Stage			
- setup x 2 staff	2hr	\$48/hr	\$192
- removal x 2 staff	2hr	\$48/hr	\$192
- Plant		\$20/hr	\$60
Loading of barricades	1.5 hour	\$48/hr	\$144
Unloading of barricades	1.5 hour	\$48/hr	\$144
Plant		\$20/hr	\$60
Additional garbage collection (10 bins @4/bin)			\$40
Banner Erection 4 x by staff	1h	\$48/hr	\$192
Plant		\$20/hr	\$40
Management	5 hour	\$80	\$400
TOTAL:			\$2,180
<p>As you can see from the costs outlined below the full use of the Town Hall facility could be quite a considerable amount over a 5 day period.</p> <p>We will be asking for a more detailed hiring schedule as per the Temora Memorial Town Hall Hiring Schedule.</p>			
Town Hall Charges			
Entire facility (excluding Bar/kitchen)	8 hours		\$360
Kitchen – Per Day			\$135
Bar Hire			\$115
Bar Deposit			\$150
Cleaning Deposit			\$400
Cleaning per hour			\$55
Cool room hire per day			\$35
Table hire			\$3 each
Chair hire			\$1 each
Crockery & Cutlery hire			\$30

Wine glass hire			\$65
TOTAL:			\$1,349 approx.

Task	Time	Rate	Cost
Street Banner			\$85
Road closure Application Fee			\$100
Large Event Application Fee <i>Note: Considered a large event as it involves a road closure request</i>			\$100
TOTAL:			\$285

RECOMMENDATION

It is recommended that Council consider the request.

Temora Shire Council
105 Loftus Street
Temora NSW 2666

Dear Sir/Madam

I am writing on behalf of Regency Ramblers Rod & Custom Club and we are again running our "Weekend In The Country" Rod Run in Temora from Friday 2nd Oct to Monday 5th October 2020 .

2019 was a very successful event and we completed a survey of our entrants and discovered the following information:

- *100% of Run entrants (167) stayed in Temora
- * The total spend on Accommodation, Food , Fuel and incidentals etc by Run Entrants was \$145450.32. approx
- *All food provided to run entrants is also purchased in Temora, with a spend of approx. \$4300 for 2019
- *62% of Run entrants said they would be returning to Temora PRIOR to the next run.
- *97% Said they would be attending the 2020 run
- *27% of run entrants had never been to Temora before

Run Entrants visited other points of interest while in Temora

- *Aviation Museum 42%
- *Railway Museum 23%
- *Rural Museum 20%
- *June Chocolate Factory 40%

We attracted many locals to view the Show and Shine and also come along to the Family Night and Street Cruise where we again raised funds for CanAssist Temora branch , for 2019 we were proud to hand them a cheque for \$2900 bring our total over the past 6 years to over \$20,000.

Based on prior years we expect the Run to be bigger again in 2020 with an increase in Entrant numbers, which in turn flows directly onto the Temora community. An event this size cannot happen without the support of locals and in particular the local Council is vital to the success of the event.

We now formally request that Council consider providing the following items, and waive any fees payable. These items ensure the success of this ongoing Event that provides not only a monetary benefit but also a social benefit to the town.

If council could see their way clear to provide the following for us:

- Councils small stage erected in Paleface park for the band on Saturday 3rd October
- Banner across the main st for the week preceding the run.
- Closure of Loftus street between Deboos & Hoskins St Saturday 3rd
- Closure of Loftus Street between Baker & Hoskins St Saturday 3rd
- Barricade Fencing for queue management on Saturday night 3rd
- Barricade fencing for Springdale Oval for use Sunday 4th (to be picked up and returned to council depot by us)
- Additional Garbage bins to Springdale Oval prior to Sunday 4th and collection of rubbish early the following week
- Town Hall Hire – If council could please consider waiving of all hire fees in relation to our use of the Town Hall Coolroom and Kitchen From Thursday 1st to Monday 5th and the Town Hall space on Sunday 4th to host our Gala presentation dinner.

We anticipate this will bring approx. 200 to 250 “Rodders” into the Temora shire to enjoy another “Weekend in the Country”

Thank you in anticipation



Graham Bevan

Regency Ramblers

Rod & Custom Club

14.4 T-LIGHT EVENT AT LAKE CENTENARY**File Number:** REP20/765**Author:** Secretary Engineering**Authoriser:** General Manager**Attachments:** 1. TBEG Request Letter  **REPORT**

Council has received an event application from the Temora Business Enterprise Group (TBEG) to hold the T-Light event at Lake Centenary on Saturday 29th August, 2020. They have requested the following as in-kind assistance from Council:-

- Exclusive use of Lake Centenary facilities and power
- Delivery of approximately 10 Council event wheelie bins to the Lake on the morning of Saturday 29th August and collection after Sunday 30th August
- Closure of the Lake including barricades at the entrance to ensure cars cannot be parked on the road reserve surrounding the information bay or the alternate entrance to TAIC off Goldfields Way

Task	Time	Rate	Cost
Closure of Lake Centenary (2 staff)- set up	2 hours	\$48	\$192
- removal	2 hours	\$48	\$192
Traffic Barricades – delivery and collection			\$30
10 red event bins including delivery and collection @ \$4 each			\$40
Large event application fee			\$100
TOTAL:			\$554

RECOMMENDATION

It is recommended that Council consider the report.

7th July 2020

Gary Lavelle
General Manager
Temora Shire Council
105 Loftus Street
Temora NSW 266

RE: Support for T-Light event at Lake Centenary

Dear Gary

I am writing to seek the support of Temora Shire Council to assist TBEG to host the inaugural 2020 T-Light event at Lake Centenary on Saturday, 29th August.

The purpose of this community event encourage socialisation (at a safe distance) following the COVID-19 restrictions, to provide opportunities for local businesses most impacted by the shutdowns in the hospitality sector to generate income, and to raise funds to host the 2020 NYE Celebration.

The event will utilise walking track at Lake Centenary to disperse the participants whilst making use of the firepits which will mark the location of food vendors. The pinnacle of the event is the fireworks display which will take place around 7.15pm. The fireworks will be set up in an exclusion zone on the north-western bank adjacent to the Jim Salmon Wetlands.

There will also be market stalls, children's activities, dragon boat racing, outdoor artwork, a jetboat display, and candle-lit lanterns available for participants to light and release over the lake. We anticipate around 450 people attending. The event will start at 3.00pm and finish at 7.30pm. There will be an admission charge of approximately \$15 for adults over 16, with children entering for free.

Spectators will be able to bring their own drinks, with the no glass rule being strictly enforced.

TBEG have request exclusive use of the lake from the Lake Centenary Management Committee. The lake will need to be closed for the event so admissions can be collected at the gate and to manage attendee numbers to comply with NSW limitations on public gatherings. TBEG will be encouraging pre-sale of tickets for purchase online to assist on this front.

TBEG would very much appreciate the following in-kind assistance from Temora Shire Council:

- Exclusive use of Lake Centenary facilities and power
- Delivery of approximately 10 red council event wheelie bins to the lake on the morning of Saturday 29th August and collection after Sunday 30th August
- Closure of the lake including barricades at the entrance to ensure cars cannot be parked on the road reserve surrounding the information bay or the alternate entrance to TAIC off Goldfeilds Way.

The support that can be provided to TBEG by Temora Shire Council for this initiative would be greatly appreciated and we would kindly welcome your response to the proposal.

Please do not hesitate to contact me if you have any questions

Kind Regards

Robert Heinrich
TBEG Executive Officer

15 NOTICE OF MOTION

Nil

16 BUSINESS WITHOUT NOTICE

17 COUNCILLORS INFORMATION PAPER**17.1 TEMORA MEMORIAL TOWN HALL - INCOME & EXPENDITURE JUNE 2020**

File Number: REP20/696
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

INCOME \$

Balls
 Bar
 Dance Prac
 Dances
 Foyer
 Hall
 Kitchen
 Piano Hire
 Performances
 Presentation Nights
 Rehearsals
 Stage Hire
 Supper Room
 Workshops

TOTAL INCOME \$NIL**EXPENDITURE** \$**Utilities**

Gas
 Water \$181.56
 Electricity
 Rates

Cleaning

Supplies
 Wages \$81.82
 Sanitary Service

Maintenance

Includes Plant, Stores, Contractors & Maintenance \$2,387.99

Administration

Wages \$417.58
 Miscellaneous
 Organisation Support Costs

TOTAL EXPENDITURE \$3,068.95**YEAR TO DATE**

Income \$7,706.25
 Expenditure \$150,339.08

17.2 WORKS REPORT - JUNE 2020

File Number: REP20/762
Author: Secretary Engineering
Authoriser: General Manager
Attachments: Nil

Main Roads

- Milvale Road - Routine inspection, Pot Hole Patching and Repairs
- Mary Gilmore Way - Routine inspection, Pot Hole Patching and Repairs

Local Roads Maintenance Grading

- Back Springdale Road
- Longs Road
- Fergusons Road
- Terlichs Road
- Haeuslers Road
- Grants Lane
- Dunns Road
- Kellows Road
- Doolans Road
- Bartondale Road
- Wieses Road
- Rogers Road
- Cassidy Gravel Patching

Tree Pruning Local Roads

- Glynburn tree pruning
- Derricks tree pruning
- Springdam & tree pruning
- Campbells tree pruning
- Back mimosa tree pruning
- Traegers drains

Road Works

- Thanowring shoulder widening

Urban Temora

- K&G Maintenance
- Footpath Maintenance
- Street Tree Program – Planting and Removal of Trees, Preparation for reseals
- Gloucester Park Play Equipment Upgrade – Delayed due to wet weather

Ariah Park

- Coolamon main street upgrade – Bollards Installation, Street Furniture, Irrigation and Turf
- Skate Park Upgrade installation of Tables & Chairs etc.

Airport Upgrade

- Winter break and works are scheduled to commence in September 2020

Report by Mick Mannion

17.3 MANSFIELD ROAD SPEED ZONE CHANGE**File Number:** REP20/654**Author:** Senior Engineering Technical Officer**Authoriser:** Engineering Technical Manager**Attachments:** 1. New 80km/h Speed Zone Map [↓](#) **FIRST HEADING**

Mansfield Road has undergone a recent speed zone review by TfNSW following previous correspondence presented to Traffic Committee and Council with concerns on the speed of vehicles causing safety concerns. This section of Mansfield Road incorporating Leary Place (between Britannia St and Back Mimosa Rd) is currently signposted as 100km/h.

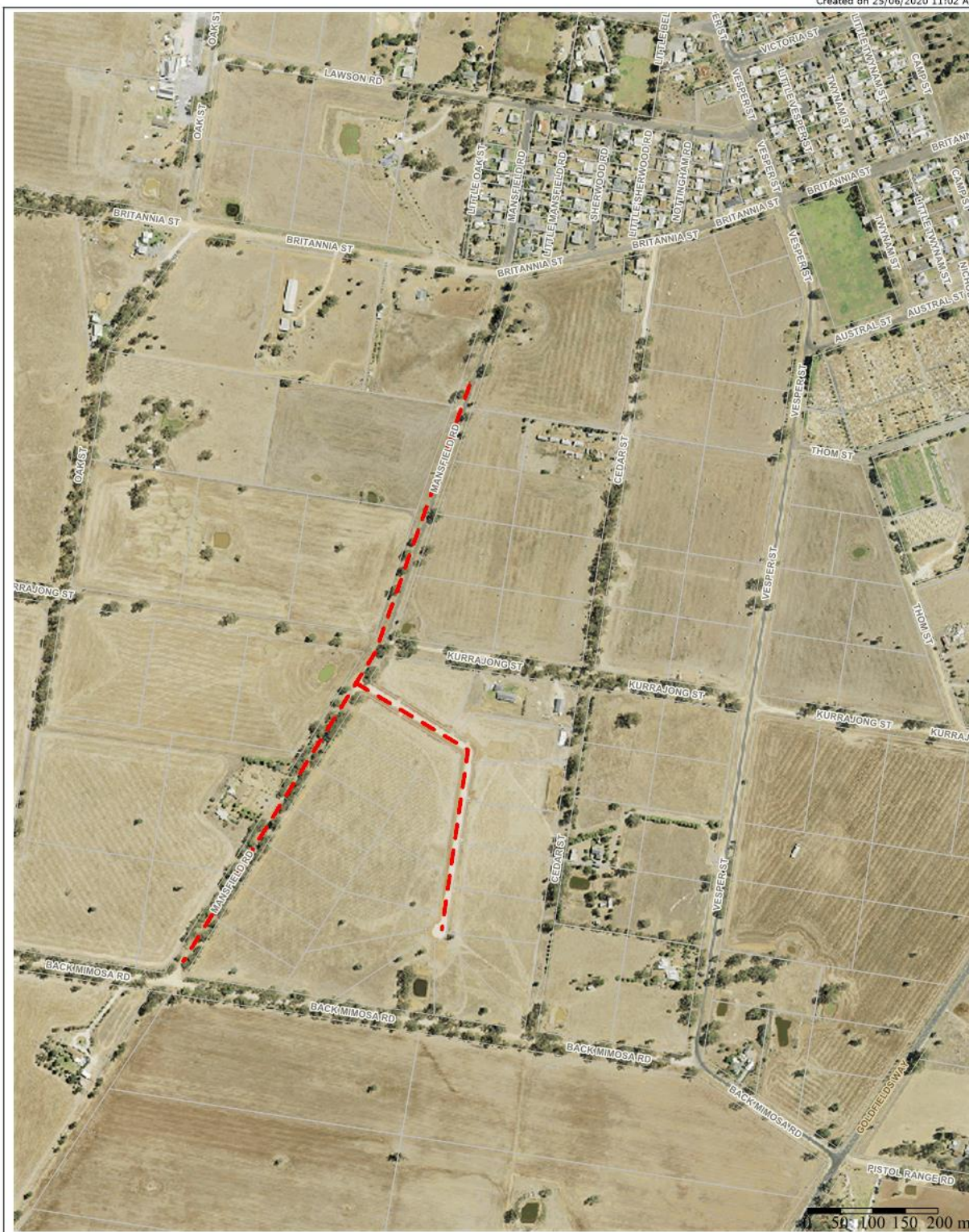
Councils Engineering Staff had requested that if the speed zone is reduced that a 70km/h zone is preferred to coincide with other speed zones on the fringe of Temora, like Bundawarra Road, Trungley Hall Road, Rosella Street, etc. The speed zone review has been completed with an 80km/h speed zone has been approved for implementation following the development of properties accessing on to this section of Mansfield Road. This 80km/h speed zone replacing the current 100km/h speed zone will be implemented over the coming months once TfNSW has finalised all required speed zone approval processes.

No change will be made to the 50km/h speed zone which commences 150 metres prior to turning onto Britannia Street.

Note: A 70km/h speed zone was not approved by TfNSW as TfNSW has gone away from using 70km/h speed zones with any new 70km/h speed zones requiring further processes to seek approval under the new guidelines.

Report by Alex Dahlenburg

Created on 25/06/2020 11:02 AM



Temora Shire Council
105 Loftus Street
PO Box 362
TEMORA NSW 2666
Ph: (02) 6980 1100
Fax: (02) 6980 1138
Web: www.temora.nsw.gov.au

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Created By: Alex Oshenborg

Projection: GDA94 / 1984 zone 55

Date: 25/06/2020 11:02 AM

Mansfield Road New 80km/h Speed Zone

17.4 BUILDING APPROVALS - JUNE 2020

File Number: REP20/760
Author: Environmental Secretary
Authoriser: General Manager
Attachments: Nil

BUILDING APPROVALS – JUNE 2020

- ✓ SUB 19/2020 – Lot 123; DP 1236055; 496 Cedar Road – Rural Subdivision
- ✓ DA/CC/FSS 24/2020 – Lot 2; DP 335413; 107 Kitchener Road, Temora – Steel Framed Shed/Garage
- ✓ DA 28/2020 – Lot 19; DP 1073421; 14 Harrier Street, Temora – Steel Framed Shed/Garage (Residential Purposes Only)
- ✓ DA 29/2020 – Lot 66; DP 750864; 45 Bectric Hall Road, Bectric – YouCamp
- ✓ DA 30/2020 – Lot 7; DP 1236963; 2 Leary Place – Secondary Dwelling (Convert Existing Shed)
- ✓ DA/CC 31/2020 – Lot 9; DP 259193; 9 Wellingham Place, Temora – Residential Storage Shed/Garage
- ✓ SUB 32/2020 – Lot 13; DP 1100241; Chifley Street, Temora – Stage 1 Residential Subdivision (5 Lots)
- ✓ SUB 35/2020 – Lot 39; DP 750592; 183 Junee Combaning Road, Temora – Boundary Adjustment

COMPLYING DEVELOPMENT ISSUED

- ✓ CDC 16/2020 – Lot 3; DP 1207345; 3 John Rands Place, Temora – New Dwelling
- ✓ CDC 17/2020 – Lot 4; DP 16519; 60 Hoskins Street, Temora – Residential Storage Shed/Garage
- ✓ CDC 18/2020 – Lot 10; DP 13950; 135 Britannia Street, Temora – Alfresco Area

17.5 REGULATORY CONTROL - JUNE 2020**File Number:** REP20/759**Author:** Environmental Secretary**Authoriser:** General Manager**Attachments:** Nil

Item	Investigate Incidents	Orders Issued Y/N	Penalty Infringement Y/N	Notes
Illegal Parking - Check	4	No	No	No issues. Plenty of parking at the moment.
Scooters & Bikes	1	No	No	School kids warned not to ride on main street footpaths.
School Zones	16	No	No	All schools checked. No issues.
Noise	7	No	No	2 x Nothing found. 5 x Monitoring.
Air Quality		No	No	
Illegal Dumping/Littering	2	No	No	1 x Nothing found. 1 x Tree cuttings picked up on Gardner Street.
Overgrown/Untidy Blocks	9	No	No	3 x Letter Issued. 1 x Cleaned Up. 2 x Actioned. 3 x Monitor.
Lake Walking Track – leashed animals	38	No	No	No issues.
Animal Welfare	14	No	No	1 x Dog seized 1 x Monitor Rooster/Hens 3 x Monitor 1 x Spoke to owners to keep dogs in property 1 x Dog/Cat removed 1 x Dog picked up from Goldenfields Water 1 x Goats in Hospital Carpark 1 x Dept. Housing contacted 1 x Pound 1 x Wandering dog returned to owner 1 x Injured dog on Grey St 1 x Ongoing trapping
Dangerous Dogs	2	No	No	1 x Owner warned 1 x Nothing found
Impounded	4	No	No	7 x Dog 5 x Cats to Rescue
Noise Animals	4	No	No	4 x Monitor

Nuisance Animals / Trapping	9	No	No	3 x Cat Trap 2 x Remove Feral Cat 3 x Remove Possum 1 x Pound
Dead Animal Removal	4	No	No	2 x Kangaroo removed 2 x Cat removed
Keeping of Horses in Residential Areas	2	No	No	1 x Removal ongoing
Main Street Sign Approvals Inspections		No	No	
Rural Stock Incidents	2	No	No	1 x Sheep put back in paddock. 1 x Cow & Calves put in paddock.
Fruit Fly		No	No	
Euthanised	6	No	No	6 x Feral Cats
Other	32	No	No	7 x Check Showgrounds 10 x Check Airport – Birds 7 x Check Caravan Parks 1 x Truck Stops 1 x Check Railway 6 x Rescue Dogs

Report by Ross Gillard

17.6 CASH & INVESTMENTS - PERIOD ENDED 30 JUNE 2020**File Number:** REP20/769**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Cash & Investments [!\[\]\(cbe2492b119e39e02a1dab2af4a4b296_img.jpg\)](#) 




Temora Shire Council

Cash & Investments

For the period ended 30th June, 2020

	Original Budget 2019/20	Revised Budget 2019/20	Actual YTD Figures
Externally Restricted			
Sewerage Services	1,697,093	1,697,093	2,075,623
Domestic Waste Management	977,027	977,027	1,289,153
Stormwater Drainage Flood Studies & Construction Programs	153,622	153,622	155,672
S94 Contributions	31,341	31,341	132,670
HACC Unexpended	1,481,632	1,481,632	1,906,581
Drought Funding	0	0	446,720
Total Externally Restricted	4,340,715	4,340,715	6,006,419
Internally Restricted			
Leave Reserves	324,774	324,774	1,637,014
Roads Reserve	1,121,398	1,121,398	1,320,460
Local Roads	215,302	215,302	457,803
FAGS Received in Advance	0	0	1,868,186
Industrial Development	197,603	197,603	197,603
Plant & Vehicle	124,013	124,013	436,880
Izumizaki Donation	2,152	2,152	2,152
Gravel Royalty	312,723	312,723	306,754
Medical Complex Development	48,192	48,192	3,645
Infrastructure	793,571	793,571	853,203
Infrastructure - Airpark Estate	0	0	323
MapInfo/GIS Upgrades	17,700	17,700	17,700
Digital Two Way Radio Upgrade	35,000	35,000	35,000
Computer Upgrade	140,713	140,713	215,577
Sports Council Requirements	10,000	10,000	10,000
Youth Hospitality	10,642	10,642	32,894
Revotes	748,709	902,281	513,781
Airside Maintenance	29,090	29,090	33,819
Total Internally Restricted	4,131,582	4,285,154	7,942,793
Total Reserves	8,472,297	8,625,869	13,949,211
Cash & Investments			
Westpac Cheque Account			121,901
Macquarie Bank DEFT Account			91,188
AMP Business Saver Account			1,051,450
AMP Notice Account			3,589
Westpac Cash Reserve			351,336
Term Deposits:			
Bank of Queensland			500,000
National Australia Bank			500,000
National Australia Bank			516,193
National Australia Bank			500,000
Bank of Queensland			500,000
National Australia Bank			500,000
Bank of Queensland			500,000
National Australia Bank			506,869
Macquarie Bank			500,000
AMP Bank			515,087
AMP Bank			504,364
National Australia Bank			536,497
National Australia Bank			524,213
Suncorp Bank			517,024
Bank of Queensland			500,000
Macquarie Bank			502,096
Westpac Bank			500,000
Macquarie Bank			500,000
National Australia Bank			500,000
National Australia Bank			500,000
National Australia Bank			500,000
National Australia Bank			500,000
National Australia Bank			500,000
Macquarie Bank			500,000
Total Cash & Investments	8,472,297	8,625,869	13,741,808
Less Funds required for operational purposes			(300,000)
Cash & Investments Available for Reserves			13,441,808
Reserves Funding Deficit			(507,403)

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


Elizabeth Smith
Responsible Accounting Officer

17.7 RATES COLLECTION - JUNE 2020**File Number:** REP20/744**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Rates Collection June 2020 [↓](#) 

Rates Collections											
Rates 2019/20											
Category	Arrears	Levies including Interest & Legals	Total	Pension Rebates	Adjusted Total	Payments	Rates Outstanding 30/06/2020	Rates Outstanding % 30/06/2020	Rates Outstanding 30/06/2019	Rates Outstanding % 30/06/2019	same period last year
Farmland	19,611.90	1,906,146.29	1,925,758.19	-4,154.52	1,921,603.67	-1,871,878.41	49,725.26	3%	19,611.90	1%	
Residential Temora Occupied	28,187.54	1,243,141.04	1,271,328.58	-87,169.06	1,184,159.52	-1,125,325.62	58,833.90	5%	28,187.54	2%	
Residential Temora Vacant	3,941.11	65,287.14	69,228.25	-8.43	69,219.82	-65,335.26	3,884.56	6%	3,941.11	5%	
Residential Ariah Park	12,985.29	72,315.05	85,300.34	-7,070.92	78,229.42	-63,081.82	15,147.60	19%	12,985.29	18%	
Residential Springdale	-452.77	9,625.39	9,172.62	-1,178.61	7,994.01	-7,222.53	771.48	10%	-452.77	-6%	
Rural Residential	6,275.04	149,370.88	155,645.92	-10,602.84	145,043.08	-137,912.22	7,130.86	5%	6,275.04	4%	
Residential - Temora Aviation	-926.80	40,138.28	39,211.48	-423.38	38,788.10	-38,523.26	264.84	1%	-926.80	-3%	
Business Temora - Hoskins Street	15,053.64	248,942.02	263,995.66		263,995.66	-257,454.25	6,541.41	2%	15,053.64	6%	
Business Temora - Town	5,329.60	261,757.51	267,087.11		267,087.11	-259,070.01	8,017.10	3%	5,329.60	2%	
Business Temora - Aviation	0.00	26,352.82	26,352.82		26,352.82	-26,352.82	0.00	0%	0.00	0%	
Business Ariah Park	1,000.39	16,307.19	17,307.58		17,307.58	-15,666.75	1,640.83	9%	1,000.39	6%	
Business Other	0.00	9,961.04	9,961.04		9,961.04	-9,826.70	134.34	1%	0.00	0%	
Residential Sewer	40,793.65	899,696.36	940,490.01	-41,664.68	898,825.33	-857,394.26	41,431.07	5%	40,793.65	5%	
Non-Residential Sewer	8,142.81	192,843.58	200,986.39		200,986.39	-190,544.98	10,441.41	5%	8,142.81	4%	
Storm Water Levy	2,415.00	48,759.14	51,174.14		51,174.14	-48,807.81	2,366.33	5%	2,415.00	5%	
Domestic & Rural Waste	29,369.25	546,216.13	575,585.38	-39,326.70	536,258.68	-505,443.41	30,815.27	6%	29,228.71	6%	
Trade Waste	7,139.60	121,731.56	128,871.16		128,871.16	-124,207.23	4,663.93	4%	7,280.14	6%	
Assessments in Credit		0.00	0.00			-84,401.56	-84,401.56				
	\$178,865.25	\$5,858,591.42	\$6,037,456.67	-\$191,599.14	\$5,845,857.53	-\$5,688,448.90	\$157,408.63	3%	\$178,865.25	3%	

17.8 PINNACLE COMMUNITY SERVICES - FINANCIAL REPORT - 30 JUNE 2020**File Number:** REP20/737**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** 1. Pinnacle Community Services - June Financial Report [!\[\]\(e3f8612927870f2e0f9f5989e6dd3064_img.jpg\)](#) 

**Pinnacle Community Services
Financial Report
As at 30th June 2020**

	June YTD
Disability Services - State Block Funding	9,492
Supported Independent Living	(187,616)
NDIS Packages	(233,020)
Contracted/Brokered Services	(4,775)
Aged Care - Commonwealth Funded Block Funding	(116,902)
Home Care Packages	(782,663)
Community Transport Programs	(44,047)
Overheads - to be distributed quarterly	36,861
Net (Surplus)/Deficit	<u>(1,322,671)</u>

Note: The figures above will change as transactions are still being processed in relation to the 19/20 financial year.

17.9 TOWN HALL THEATRE - OPERATING RESULT JUNE 2020**File Number:** REP20/739**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Cinema Operating Result June 2020 [↓](#) 

TOWN HALL THEATRE
Operating Statement

	July	August	September	October	November	December	January	February	March	April	May	June	Total YTD
Candy Bar													
Income	8,738	1,662	2,127	3,653	1,263	2,358	5,806	1,702	890	-	-	-	28,198
Purchases	(2,309)	(615)	(695)	(364)	(896)	(397)	(531)	(1,072)	(89)	-	-	-	(6,970)
	6,429	1,046	1,431	3,289	366	1,961	5,275	630	801	-	-	-	21,228
Admissions													
Income	18,054	3,527	4,722	9,446	3,017	8,110	9,624	5,200	3,556	-	-	30	65,286
Audio Visual Purchases	(4,462)	(8,489)	(1,727)	(5,111)	(2,491)	(1,492)	(5,470)	(3,590)	(2,744)	-	-	-	(35,575)
	13,592	(4,961)	2,995	4,336	526	6,617	4,154	1,610	812	-	-	30	29,712
Other Income													
Facility Hire	600	218	545	755	764	-	-	136	-	-	-	-	3,018
Sale of Advertising	182	182	364	182	182	182	182	182	182	-	-	-	1,818
Event Catering	-	-	473	200	-	-	-	-	-	-	-	-	673
	782	400	1,382	1,136	945	182	182	318	182	-	-	-	5,509
Other Costs													
Advertising	(245)	(175)	(338)	-	(175)	(175)	(175)	-	-	-	-	-	(1,281)
Bank Fees	(89)	(241)	(85)	(96)	(127)	(85)	(112)	(138)	(99)	(20)	(20)	-	(1,132)
Building Maintenance	-	-	(1,370)	-	(1,588)	(1)	(18)	-	-	-	-	-	(2,977)
Cleaning	(425)	(680)	(592)	(479)	(143)	(662)	(309)	(304)	(125)	-	-	-	(3,720)
Computer Costs	-	(824)	(924)	(228)	(2,637)	(469)	(212)	(359)	(411)	(313)	(218)	-	(6,674)
Event Catering Expenses	-	-	-	(471)	-	-	-	-	-	-	-	-	(471)
Freight	(100)	(70)	(69)	(49)	(67)	(34)	(17)	-	-	-	-	(16)	(422)
General Maintenance	-	-	-	(89)	(295)	-	-	-	-	-	-	-	(384)
Insurance	(4,283)	-	-	-	-	-	-	-	-	-	-	-	(4,283)
Materials Purchased	-	(52)	(23)	(492)	-	(98)	(189)	(162)	(25)	-	-	-	(1,040)
Contractors	-	-	(254)	-	(3,062)	-	-	(538)	-	-	-	-	(3,854)
Rates & Electricity	(1,153)	(1,566)	-	-	(174)	(1,140)	(1,169)	(174)	-	(1,023)	(173)	-	(6,573)
Stationery & Office Consumables	-	-	-	-	-	-	(6)	-	-	-	-	-	(6)
Employee Costs	(2,711)	(4,302)	(3,651)	(3,883)	(4,207)	(3,105)	(4,817)	(2,909)	(3,054)	(680)	-	(524)	(33,843)
Sundry Expenses	9	-	26	12	-	-	0	-	-	-	-	-	47
Telephone & Internet	(82)	(84)	(82)	(82)	(82)	(83)	-	(168)	(84)	(82)	(27)	-	(938)
Volunteer Support	(130)	(182)	-	-	-	(971)	(313)	-	-	-	-	-	(1,597)
Depreciation	-	-	(675)	-	-	(733)	-	-	(733)	-	-	-	(2,140)
Total Cinema Surplus/(Deficit)	(9,208)	(8,174)	(8,036)	(5,858)	(12,556)	(7,555)	(7,336)	(4,753)	(4,532)	(2,118)	(439)	(722)	(71,287)
	11,595	(11,689)	(2,227)	2,904	(10,718)	1,204	2,274	(2,195)	(2,737)	(2,118)	(439)	(692)	(14,838)

17.10 ARIAH PARK MARY GILMORE FESTIVAL MINUTES HELD 3 MARCH 2020**File Number:** REP20/652**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Ariah Park Mary Gilmore Festival [↓](#) 

Ariah Park Mary Gilmore Festival CommitteeA Section 355 Committee Of The Temora Shire CouncilMinutes From Meeting Held 3/3/2020

Meeting Opened by President-Chris Mutton

Present - R Wall, Chris Mutton, Nigel Judd, Margaret Speirs, Lorraine Coupe, Patty Vearing, Bruce Ryan Janet Popple, Janice Lewis

Apologies Julie Colwill

Minutes Of Meeting

Read by Robyn Wall

Moved Robyn Seconded - Allen

Minutes be Accepted Passed

Treasures Report

Given by M Speirs

Opening Balance	\$ 23,136.84
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Inward

Bunning bbq	\$2161.56
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Sale of excess drinks/sausages	\$77.81
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<u>total income</u>	\$2239.36
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Expenditures**Outwards**

Float bbq	\$360.00
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Bbq supplies (Food Work's)	\$88.70
----------------------------	---------

Turvey Park butcher	\$416.85
---------------------	----------

R Wall supplies	\$71.98
-----------------	---------

Toner cartridge	\$463.00
-----------------	----------

Term deposit SWSCU	\$16000.00
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Total Expenditure	\$17390.5
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Closing balance	7,985.67
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Profit from bbq	\$1325.00
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Moved –M Speirs Seconded Bruce

Correspondence:**Inward**

E/mail from G Lavelle re 355 committee re possibility that Festival no longer in the future awaiting more information

Out ward

Letter to Scott Morrison re opening festival

Letter to Charmaine re committee now going to do their own booking of artists

e/mail to Garry Lavelle re ? being removed as 355 committee

Business Arising:

1. printing of new flyers needed

2 Discussion over artists for 2021/list+ costing

3 concerns raised over how much our budget is for all program

4 Hotel to be paid as per Quote

5 Do we have a person trained in first aid for festival this year ?

6 days booked for raffle

7 awaiting to hear from council if we remain a 355 committee

8 e/mail sent re another bbq people reminded that all rules must be followed including number present each shift

9 list of artists discussed for 2021

10 need to start advertising that War Birds on same week end and extra caravan available at area but people need to pay for festival if camping in area

Outcomes

Moved Robyn seconded Bruce that we book artists as per list attended by Bruce and Chris
Cost approx..10,150

moved Allen seconded Bruce that we check that artists are all booked

Moved Robyn seconded Allen we continue talks with John Harris re more power points

Shows on Friday & Saturday night to be \$10 or by wrist ban Thursday night \$5

After a long discussion it was decided not to charge food stall holders on Saturday a fee but ask if they would like to make a donation to the festival

Discussions

Robyn to talk to Maureen re meals.

Price for Thursday night extra show(Ged Trudy) \$250

Show trust to be asked to do inspection of grounds with committee member to ensure that everything is in working order when we hire ground

Costing of waste bins \$120 per bin we would need about 3 for discussion at later date

Ricki Lee Campbell will do walk ups, Charlie Hackett will also do same on

Wednesday&Thursday nights

Meeting closed 9.50

17.11 TEMORA & DISTRICT SPORTS COUNCIL - AGM MINUTES 17 JULY 2019**File Number:** REP20/755**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. TDSC - AGM Minutes 2019 [↓](#) 

TEMORA AND DISTRICT SPORTS COUNCIL**REPORT OF THE ANNUAL GENERAL MEETING OF THE
TEMORA AND DISTRICT SPORT & RECREATION COUNCIL
HELD ON WEDNESDAY, 17th July 2019, AT 6.30 PM AT THE
TEMORA EX-SERVICES CLUB**

PRESENT: Rick Firman (TSC) Denise Breust (Basketball) Tony Stringer (Vice President Sports Council) Jack Morton (Temora Old Boys) Hack Hetherington (Swimming) Max Oliver (TSC) Rob Fisher (TSC) Bill Schwencke (Greyhounds) Robert Ferguson (Temora Sporting Clays) Linc Macauley (Cricket) Maree Liston (Pistol Club/Temora United Soccer Club) Raymond Wells (Temora Town Tennis) Bruce Lack (Temora Bowling Club)

APOLOGIES: Judy Gilchrist, Sheree Elwin Michele Stewart, Jack Fuller, Michelle Mawbey
Moved Hack Hetherington seconded Max Oliver carried

Minutes: The minutes of the previous meeting were read and confirmed on the motion of Tony Stringer. Moved Hack Hetherington seconded Linc Macauley Carried

BUSINESS ARISING FROM THE MINUTES:
Nil.

TREASURERS' REPORT:
Balance as per bank statement \$ 15,142.69

The Treasurer's Report was read and confirmed on the motion of Denise Breust.
Seconded Bill Schwencke Carried

Discussion: Linc Macauley asked what happened to the Ex-Services club sponsorship, President R, Firman explained that the club was in election mode when payment was required and discussions are under way to resume normal relationships.

Correspondence:
Outgoing:

Business Papers

Incoming:

Nil

Moved Bruce Lack seconded Jack Morton carried

PRESIDENTS REPORT:

Moved Rick Firman Seconded Jack Morton carried

ELECTION OF OFFICE BEARERS:

All positions were declared vacant

President:

Rick Firman Nominated by Jack Morton seconded Maree Liston

Rick accepted nomination

Vice Presidents:

Tony Stringer Nominated by Moved Hack Hetherington seconded Maree

Liston

Tony accepted nomination

Jack Morton Nominated by Rick Firman seconded Denise Breust

Jack accepted nomination

Treasurer:

Denise Breust Nominated by Hack Hetherington seconded Linc

Macauley

Denise accepted nomination

Secretary:

Judy Gilchrist Nominated by Jack Morton seconded Raymond Wells

Judy Accepted nomination

Patron:

Hack Hetherington Nominated by Denise Breust accepted and carried

Seconded by Jack Morton

Executive Committee Member:

Max Oliver nominated by Hack Hetherington Seconded Raymond Wells

Max accepted the nomination

Honorary Solicitor:

Jason Goode Nominated by Jack Morton seconded by Maree Liston
accepted and carried

General Business:

Membership renewal to stay due on the 31st October for a yearly fee of \$50,00.

Moved Jack Morton seconded Bill Schwencke carried

Meetings to be held on the third Wednesday of the month excluding December and January, at the Temora ex-Service Memorial Club commencing at 6.30 pm.

Moved Jack Morton seconded Bill Schwencke carried

President Rick Firman indicated that the executive will meet in early August to:

- a. Inspect the Stadium
- b. Discuss Greg Wiencke's suggestion of a slide show at the presentation night, and
- c. Discuss the 2020 direction for the sportsperson walk of fame.

There being no further business the AGM meeting was declared closed at 6.55pm

Next meeting 15th July 2020 6.30pm

**17.12 TEMORA & DISTRICT SPORTS COUNCIL - EXECUTIVE COMMITTEE MEETING MINUTES
APRIL TO MAY 2020**

File Number: REP20/753

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. TDSC Executive Meetings [!\[\]\(e3f8612927870f2e0f9f5989e6dd3064_img.jpg\)](#) 

Temora and District Sports Council

Executive Committee Meeting Held on the 9th April 2020 at 4.00pm Temora Shire Council

Attendance: Rick Firman, Denise Breust, Judy Gilchrist

Apologies: Tony Stringer, Jack Morton Tony and Jack both passed on their views for the following discussions.

Discussion was had on the Awards for the Annual Sports Council Presentation Night that has been cancelled re the Covid -19 situation.

We decided that we will still award the

Junior, Intermediate and Senior Sports person of the year for the 2019/2020 season.

The Junior Team of the Year 2019/2020 season

The Life time Achievement in Sport Award for the 2019/2020 season.

Also, we will present the following without the money

The Michael McCormack Award

The Luke Breust OMP award

The Temora Shire Council Encouragement Award

The Rick Firman Award

The Brian Walker Memorial Award.

We the Temora & District Sports Council will pay for these trophies as we are not asking the sponsors this year for the any money due to the trying circumstance.

We will hold off on updating the honour boards until next year. We had someone correct a name from the 80's, so that will be changed then.

Letter from Jean Dahlenburg.

This reply has been sent to Jean Dahlenburg, Gary Lavelle and the Executive of the Sports Council.

Due to the Constitution we have to advertise for Executive Committee re AGM. As we haven't been doing this.

We have produced an executive committee nomination form, with a closing date, this information and closing date will be advertised in the ads in the local paper in due course.

All things have been cancelled for the presentation night.

Letters sent out to get perpetual trophies returned and they all have been.

We have met as a committee and this is what we have come up with.

Meeting Closed at 4.45pm

Judy Gilchrist Secretary TDSC

TDSC Executive Committee Meeting held on the 6th May 2020 5.00pm.
Held at the Temora Shire Council.

Attendance: Rick Firman, Denise Breust, Judy Gilchrist, Max Oliver Jack Morton, Tony Stringer, Hack Hetherington.

Apologies: Nil

Discussions:

Letter received from the Temora Shire Council asking the Temora & District Sports Council to organise a working party re the Protocols for the Nixon Park Club House.

People to have on the committee

- Gary Lavelle General Manager
- Rob Fisher Council Staff
- Rep from the Snr & Jnr Aussie rules
- Rep from the Cricket Snr & Jnr
- Rep from the Temora Ruby League
- Rep from the Little A's
- Tony Stringer School Rep

Rick Firman and Judy Gilchrist will word a letter to be sent out.

Stating that

- your delegates must be committed to attending the meetings,
- Working on an agenda
- Bookings at the council offices
- Working Party
- 3 weeks to respond after receiving letter.

Other discussion:

Try to encourage more attendance at our meetings

Maybe council could send out a letter to delegates, asking clubs to select a delegate our TDSC meetings. And stating the importance of attending our meetings.

Leave the time and date for the AGM

Consider changing starting times for meetings from 6.30 to 6.00pm starts summer and winter,

Moved Jack Morton seconded Denise Breust carried

AGM due date 15th July 2020. (Depending on Covid -19)

Nomination form for positions,

Executive resolved that we hold the AGM on July the 15th and dispense with the May and June delegates meetings.

Moved Tony Stringer seconded Max Oliver carried

Maybe we may have to look at holding zoom meeting.

We need to source a new Sponsor re a \$500 Building & Equipment Grant, maybe approach BFB.

It was moved by Jack Morton that from a sponsor's point of view that it is not being supported for the \$500 value.

- Due to consistent lack of nominations for the last several years
- That we create a new building & equipment Grant re a new sponsor.
- That we cancel the Junior Sports Development Grant

Moved Jack Morton seconded Max Oliver carried

Jack, Denise and Rick will organise a meeting with Stuart Wiencke from BFB to discuss sponsorship.

Meeting Closed at 5.50pm

Judy Gilchrist
Secretary
TDSC

TDSC Executive Meeting Held on the 13th May at 4.00pm 2020

Held at the Temora Shire Council.

Attendance:

Rick Firman (President Sports Council) Judy Gilchrist (Secretary Sports Council) Denise Breust (Treasurer Sports Council) Gary Lavelle (General Manager Temora Shire Council) Rob Fisher (Council Staff) Michael Reinhold (President Temora Aussie Rules)

Discussion was held on the following points:

That we form a document re the using of the Nixon Park Club House.

Michael Reinhold spoke on behalf of the Australian Rules Football Club, he put forward their thoughts about the usages of the club house, The Committee of the Aussie rules don't think there is too much wrong with how things have been going for the last several years.

The rules committee have done all the hard yards re all of the voluntary work that has been involved with the building of the extension of the clubhouse, working bee after working bee.

More discussion

- Multiple Users. Only Nixon Park User Groups
- Booking made via council Offices
- A fee to be set for Hire
- A different fee for the use of the kitchen/canteen, as the rules club now all the equipment
- Paying of electricity
- AFL Winter use
- Cricket Summer Use
- Suggested Key system
- Council need to know when it is being used and by who
- What the clubhouse can be hired for
- What the hire fee will go towards
- And who is responsible for what

Council just want a clear understanding of how it can be utilised and by who?

We will convene a meeting with the above as soon as possible to discuss the next step.

Meeting closed at 5.15 pm

Next Meeting to be held on the 27th of May at 4.00pm to start the draft process.

TDSC Executive Meeting. Held on the 27th May 2020 4.00pm
Held at the Temora Shire Council

Attendance: Rick Firman (President Temora District Sports Council) Judy Gilchrist (Secretary TDSC) Denise Breust (Treasurer TDSC) Gary Lavelle (General Manager TSC)
Rob Fisher (TSC) Michael Reinhold (President Temora Australian Rules Football & Netball Club)

Discussion Points.

Terms of Usage
Draft Document

Earlier today Rick had a lengthy conversation with Judy Grant (Treasurer of the Australian Rules Club) Judy had some very valid points,

Draft a letter.

Meet with the executive of the Rules Club.

Once the document is agreed to, then go ahead with the document in a draft form.

Things that need to be included in the draft policy.

- Statement on Intent
- Multi Use Facility – identifying user groups
- Terms Of usage
- Booking arrangement
- Primary Users AFL Winter Cricket Summer
- Fees to be set
- Mutually agreed to fee
- Maintenance cost responsibility Primary users
- 3rd Party fee
- Out of pocket costs
- Bond for usage damages etc
- Fee for Building only
- Fee for Kitchen/Canteen hire
- Who is to clean? Council to clean the main toilet that is open to the public daily
- Hand over
- Checklist form to be invented by the rules club re what is in the clubhouse and the condition of the items
- Entry exit checklist
- Contact persons re rules club and cricket club
- NO Private functions i.e. 18th, 21st and any other parties as they cannot be controlled.

- Sanctioned events by the primary users are acceptable
- Key holders (Not allowed for everyman and his dog)
- In the event of a dispute it will be dealt with by the sports council as the final arbiter.

The terms of usage will be reviewed again in 12months once the policy has been agreed upon and signed off.

With the 2nd Primary user, the Cricket club, it is acceptable for them to place an honour board and a trophy cabinet at the club house.

Rick Firman and Judy Gilchrist will meet to put together the draft policy for printing and then sent out to the committee and the primary users to comment on, then changes will be made and sent out again to all committee and primary users.

It will then be taken to the 15th July Temora & District Sports Council meeting for it to be voted upon and then forward to the Temora Shire Council for its approval.

Meeting closed 5.10pm

Judy Gilchrist
Secretary
TDSC

17.13 MICHAEL MCCORMACK MP - PRE POLL CENTRE**File Number:** REP20/690**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Michael McCormack - Pre Poll Centres [↓](#) **FIRST HEADING**

Advising that it not usual practice to reply to the submission that was forwarded to the Joint Standing Committee on Pre Poll Centres. The submission was received and recorded and will be considered as part of the inquiry process.

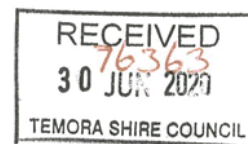
Michael McCormack MP

Federal Member for Riverina

Deputy Prime Minister of Australia

Minister for Infrastructure, Transport and Regional Development

Leader of The Nationals



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

Rick
Dear Mayor Firman

I am aware of your passion and interest in ensuring Temora has a pre-poll voting centre at the next Federal election and the article, 'Pre-polling woes not over', published in the *Temora Independent* last month prompted me to write on this occasion to provide you with an update on the status of the inquiry being conducted by the Joint Standing Committee on Electoral Matters following the 2019 Federal Election.

I note the article mentioned Temora Shire Council had not received a reply in response to its submission to the Joint Standing Committee. As you are likely aware, it is not usual practice for submissions to be responded to and I can confirm the Council's submission has been recorded as having been received and will be considered as evidence by the Committee as part of the inquiry process.

For your interest, the Committee received 157 written submissions, with my submission and Council's, counting towards this total.

Furthermore, you may be interested to learn four public hearings have been conducted to date. Three hearings have taken place in Canberra, on 6 December 2019, 26 February 2020 and 17 June 2020 and one hearing held in Melbourne on 16 March 2020. Regrettably, the Coronavirus pandemic has caused some logistical issues with the ability for the Committee to hold face-to-face meetings and hearings hampered by social distancing and travel domestic travel restrictions. However, the Committee has indicated it expects to visit and hold hearings in each State and Territory across the country as part of the inquiry process.

I encourage you to keep up to date and monitor the progress of the inquiry by visiting:
www.aph.gov.au/Parliamentary_Business/Committees/Joint/Electoral_Matters/2019FederalElection

Like you, I look forward to learning of the outcomes of the Committee's findings before the next Federal election and appreciate your ongoing interest in this matter.

Yours sincerely

Michael McCormack
Michael McCormack MP
Federal Member for Riverina
mm.amc.wga

26/6/2020

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11/11 RASA



THE NATIONALS for Regional Australia

Pre-polling woes not over

WITH the next Federal Election at least two years away, Temora Mayor Rick Firman said Council is working to provide a pre-polling service for the Temora community.

In previous elections those wishing to pre-vote have had to travel to outlying towns such as Wyalong, Young and Cootamundra.

But there is still hope for Temora residents.

The Assistant Minister for Finance, Charities and Electoral Matters Zed

Seselja, Mr Seselja defended the AEC's decision last year, outlining that the Australian Electoral Commission had analysed the data ahead of the 2019 election to determine the most effective locations for pre-poll voting centres.

He said Temora had not meet the national criteria for a pre-poll voting centre at that time, but that the situation would be re-evaluated.

"Temora residents were serviced by two polling places on election day, and in addition to this, mobile polling services were provided by nursing homes and the

local hospital," Senator Seselja's letter stated.

"The AEC's policy requires a locality to have a population of 5,000 people in order for it to have a pre-poll voting



Federal Minister Zed Seselja.

centre. According to AEC's current enrolment data, the number of enrolled electors in Temora is 3,634," it said.

Last year, the Mayor Rick Firman was vocal about his dissatisfaction over the decision, saying that the size of electorate should have allowed Temora to benefit.

"Ultimately we hold the view that our community is just as entitled to

have that option in Temora as anywhere else, even with budget restrictions on their part," he said.

"For those with a legitimate excuse that they can't vote on election day, they deserve to be able to do it without having to travel a great distance. We're a large enough Shire to be able to afford the service and otherwise it costs voters time and money to have to travel," he said.

"What I can hear them (AEC) say is that it's budget restrictions which I understand because we all have budget restrictions and I know it's not a bottomless pit.

"But at the same time, people don't want to be burdened by the voting process which they need to facilitate," he said.

He also questioned why pre-polling couldn't move around the electorate, stopping for a limited time in towns such as Coolamon and Temora.

"Surely you'd think that having a couple of days here and there wouldn't be too much to ask," he said.

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18 CONFIDENTIAL REPORTS

RECOMMENDATION

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

18.1 Confidential Minutes of the Assets & Operations Committee Meeting held on 7 July 2020

This matter is considered to be confidential under Section 10A(2) - b 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 discussion in relation to the personal hardship of a resident or ratepayer and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

18.2 Confidential Minutes of the Economic Development and Visitations Committee Meeting held on 7 July 2020

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.

18.3 Apollo Place Development Plan

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

18.4 Property at Trungley Road

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

18.5 Tender for Temora Waterslide

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.

18.6 Temora Airpark Consultation Plan

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

18.7 31 Coolamon Street

This matter is considered to be confidential under Section 10A(2) - b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

18.8 TAIC Workshop minutes held 6 July 2020

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.

19 MEETING CLOSE