



Date: Thursday, 17 August 2023
Time: 4:00pm
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Ordinary Council Meeting

17 August 2023

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**MINUTES OF TEMORA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON THURSDAY, 17 AUGUST 2023 AT 4:00PM**

PRESENT: Cr Rick Firman (Mayor)(Chair), Cr Graham Sinclair (Deputy Mayor), Cr Lindy Reinhold, Cr Max Oliver, Cr Nigel Judd, Cr Claire McLaren, Cr Jason Goode, Cr Belinda Bushell, Cr Anthony Irvine

IN ATTENDANCE: Kris Dunstan (Director of Environmental Services), Elizabeth Smith (Director of Administration & Finance), Alex Dahlenburg (Engineering Works Manager), Melissa Boxall (General Manager), Claire Golder (Town Planner), Grace Mannion (Secretary Engineering & Environmental Services)

Temora Independent – Sean Cunningham

1 OPEN AND WELCOME

Confidential Public Forum was held at 3:00pm – Superintendent Spliet.

Cr Anthony Irvine left the meeting at 4:03 pm.

2 ACKNOWLEDGEMENT OF COUNTRY

CR ANTHONY IRVINE RETURNED TO THE MEETING AT 4:03 PM.

3 APOLOGIES

RESOLUTION 125/2023

Moved: Cr Lindy Reinhold

Seconded: Cr Max Oliver

That apologies from Engineering Asset Manager Rob Fisher be received and accepted.

CARRIED

4 OPENING PRAYER

The prayer was conducted by Rev Nathan Manwaring from the Anglican Church.

5 CONFIRMATION OF MINUTES**RESOLUTION 126/2023**

Moved: Cr Jason Goode

Seconded: Cr Graham Sinclair

That the minutes of the Ordinary Council Meeting held on 20 July 2023 be confirmed.

CARRIED

6 DISCLOSURES OF INTEREST

| Councillor/Officer | Item | Nature of Interest | How Managed |
|--------------------|------------|--------------------|-------------------|
| Cr Belinda Bushell | REP23/1027 | Non pecuniary | Left the meeting |
| Cr Graham Sinclair | REP23/1027 | Non pecuniary | Stayed in meeting |
| Cr Max Oliver | REP23/1027 | Non pecuniary | Stayed in meeting |
| Cr Lindy Reinhold | REP23/1027 | Non pecuniary | Stayed in meeting |
| Elizabeth Smith | REP23/1027 | Non pecuniary | Stayed in meeting |

7 MAYORAL MINUTES

Nil

8 REPORTS FROM COMMITTEES

8.1 MINUTES OF THE ASSETS & OPERATIONS COMMITTEE MEETING HELD ON 8 AUGUST 2023

File Number: REP23/1086

Author: Director of Administration & Finance

Authoriser: Director of Administration & Finance

Attachments: 1. Minutes of the Assets & Operations Committee Meeting held on 8 August 2023

RESOLUTION 127/2023

Moved: Cr Graham Sinclair

Seconded: Cr Max Oliver

It was resolved that the reports be received.

CARRIED

RESOLUTION 128/2023

Moved: Cr Jason Goode

Seconded: Cr Belinda Bushell

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

CARRIED



Date: Tuesday, 8 August 2023

Time: 2:00PM

Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Assets & Operations Committee Meeting

8 August 2023

Order of Business

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**MINUTES OF TEMORA SHIRE COUNCIL
ASSETS & OPERATIONS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 8 AUGUST 2023 AT 2:00PM**

PRESENT: Cr Rick Firman (Mayor), Cr Nigel Judd, Cr Max Oliver, Cr Graham Sinclair (Deputy Mayor)(Chair), Cr Jason Goode, Cr Anthony Irvine

IN ATTENDANCE: Rob Fisher (Engineering Asset Manager), Kris Dunstan (Director of Environmental Services), Elizabeth Smith (Director of Administration & Finance), Alex Dahlenburg (Engineering Works Manager), Melissa Boxall (General Manager), Claire Golder (Town Planner)

1 OPEN MEETING

2:00PM

2 APOLOGIES

COMMITTEE RESOLUTION 92/2023

Moved: Cr Anthony Irvine

Seconded: Cr Max Oliver

That apologies from Cr Claire McLaren and Cr Belinda Bushell be received and accepted.

CARRIED

3 DISCLOSURES OF INTEREST

| Councillor/Officer | Item | Nature of Interest | How Managed |
|--------------------|------|--------------------|-------------|
| Nil | | | |

4 REPORTS**4.1 REQUEST FOR NEW CEMETERY STREET SIGNAGE****File Number:** REP23/1022**Author:** Trainee Engineer**Authoriser:** Engineering Asset Manager**Attachments:**

1. Correspondence
2. Current Signage (Sign to Standard)
3. Proposed Signage

REPORT

Council is in receipt of correspondence from the Friends of the Temora Shire Cemeteries (FOTSC) requesting the installation of additional Cemetery locality street signs. As stated in the attached CRM, there is currently only one Cemetery locality street sign in Temora, located at the Vesper Street and Victoria Street intersection and after a recent meeting it was discussed to request additional locality street signs. They concluded that the Junee Road and Murphy Street intersection would be the most suitable location (attached).

Council's Engineering team also investigated further into this matter, reviewing two more further locations for Cemetery locality street signs which could provide the final link between the facility operator and the traveling consumer to reinforce precise locations and to facilitate safe, efficient and orderly travel. The Engineering team concluded that Goldfields Way/Back Mimosa Road intersection and the Hoskins Street/Victoria Street intersection were also suitable locations (attached).

The signage proposed at all three investigated locations can be installed complying with Council's policy PR3 – Signage Policy and Guidelines.

Options

Option 1 – No action

Option 2 – To accede to the request and install a "Cemetery" signage at Junee Road/Murphy Street intersection.

Option 3 – To accede to the request at Junee Road/Murphy Street and also the other two reviewed locations at Goldfields Way/Back Mimosa Road and the Hoskins Street/Victoria Street intersection.

Budget Implications

A new "Cemetery" blade like the example provided, is estimated to cost approximately \$100-\$150 each for to supply and install and will be covered under maintenance funding.

COMMITTEE RESOLUTION 93/2023

Moved: Cr Anthony Irvine

Seconded: Cr Max Oliver

That the Committee resolved to recommend that Council accede to the request and include the additional locations identified in option 3.

CARRIED

Report by Tyler Madden

FRIENDS OF THE TEMORA SHIRE CEMETERIES

(Incorporated with the Temora Shire Council)

Ian Preston (Group Pres)

Pat Taylor (Hon Sec)

Temora Shire Council

PO Box 262

Merryl Graham (Hon Treas)

Temora NSW 2666

Ph. 02 6980 1100

Email us at: temshire@temora.nsw.gov.au - be sure to direct it for our attention.

21 July 2023

Ms M Boxall
General Manager
Temora Shire Council
PO Box 262
TEMORA NSW 2666

Dear Ms Boxall,

Re: Request for Addition of new Cemetery Street Sign

At a recent meeting of the Friends of the Temora Shire Cemeteries (FOTSC), the installation of additional cemetery street signs was discussed. Currently there is only one cemetery locality street sign in Temora, and this sign is located at the Victoria and Vesper Streets intersection.

The location of additional signs was discussed and in conclusion it was decided that a cemetery sign at the Junee Road – Murphy Streets intersection would be a suitable location.

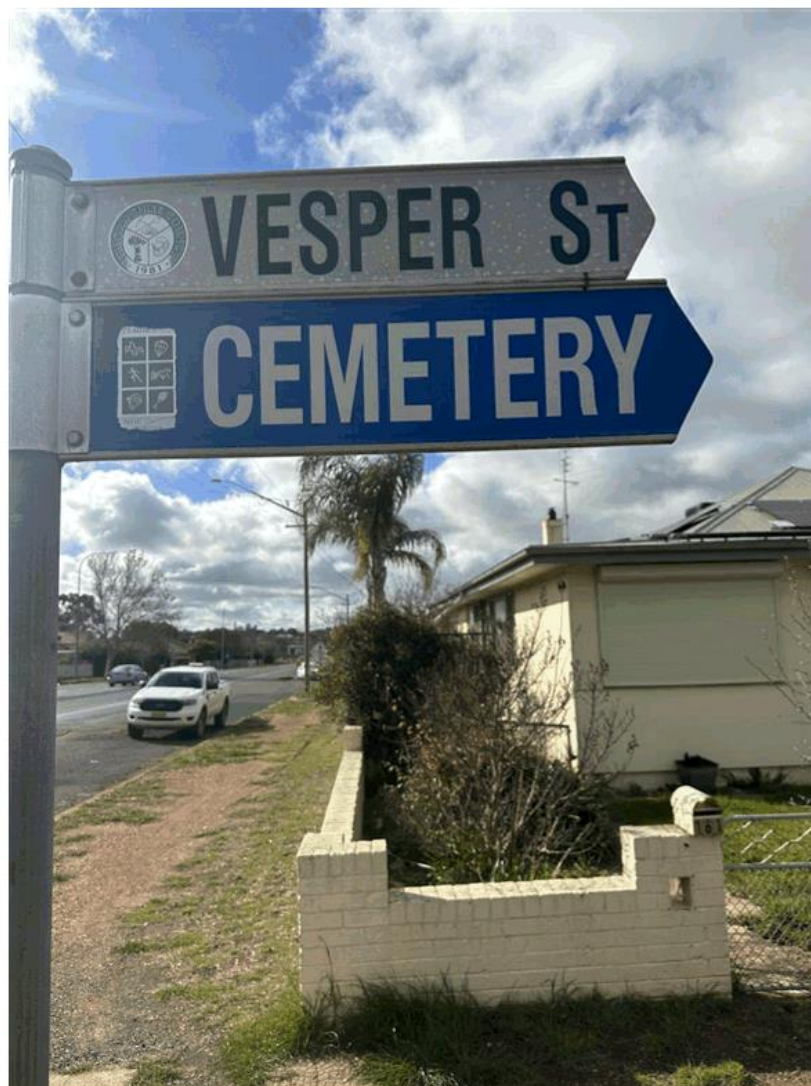
The FOTSC would like to request that a blue Cemetery sign be installed at the Junee Road – Murphy Street intersection.

Yours sincerely,

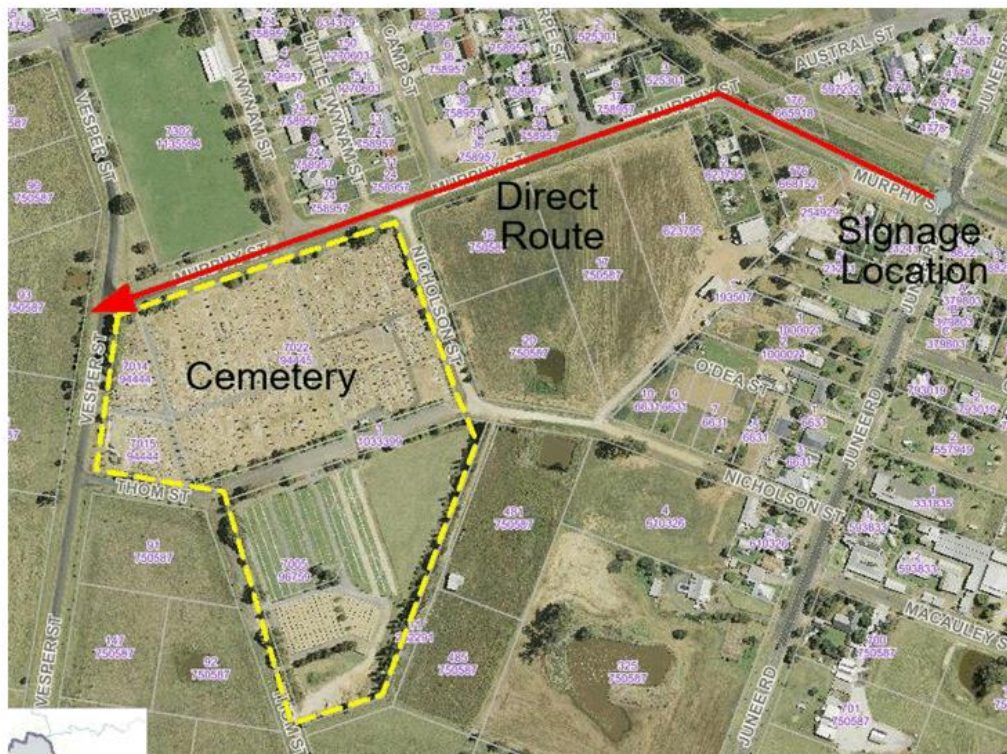


Ian Preston
Hon President

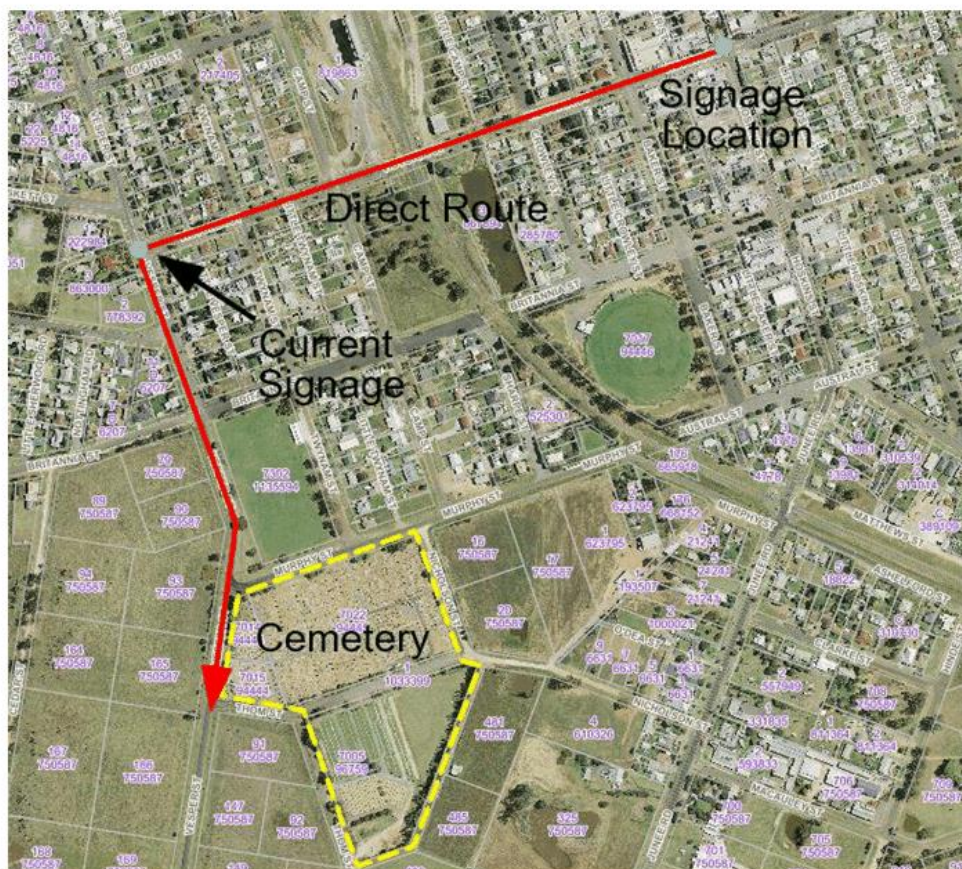
Current Signage:



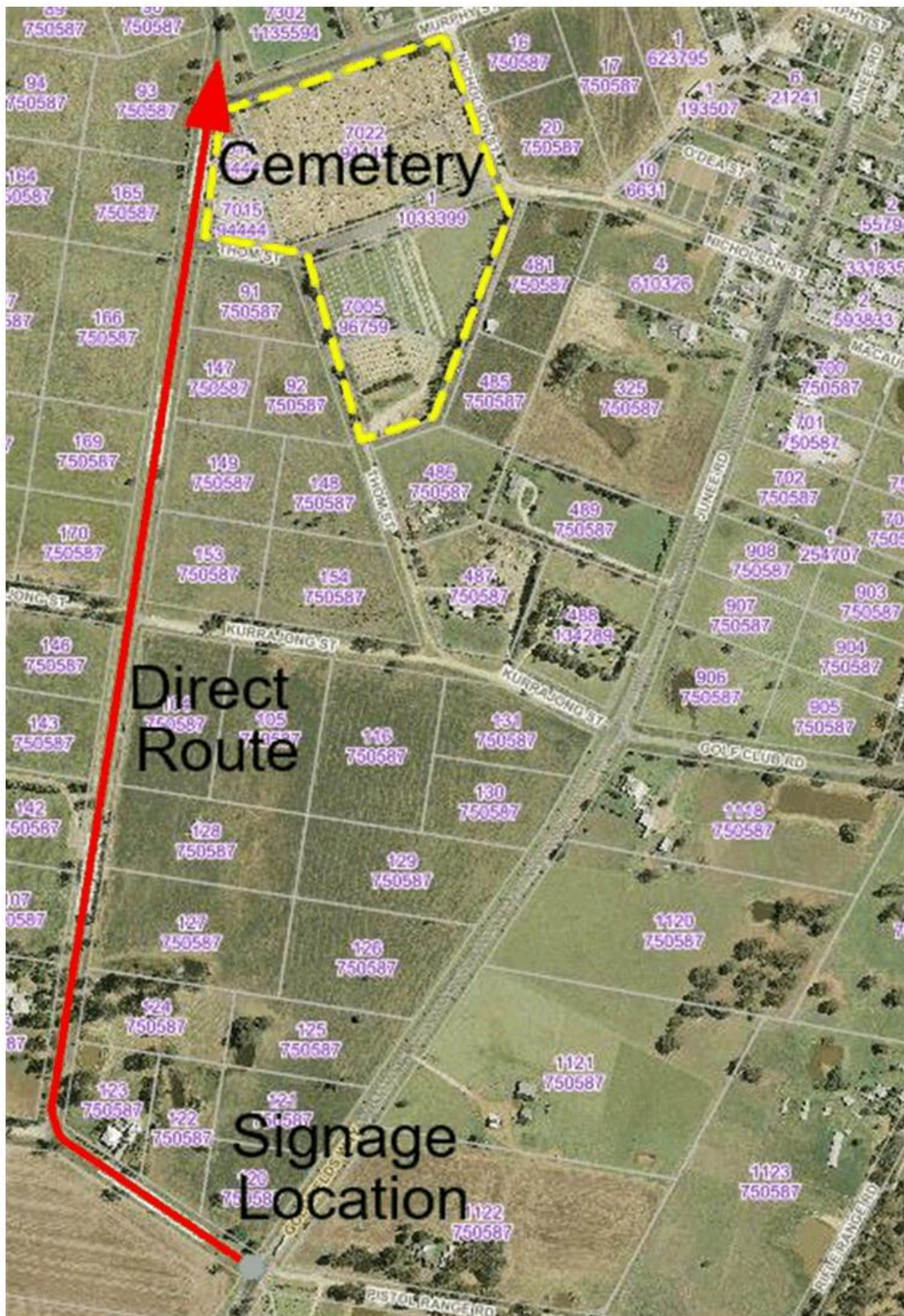
Junee Road/Murphy Street Intersection (Requested Location):



Hoskins Street/Victoria Street Intersection (Engineering Team proposed Location):



Goldfields Way/Back Mimosa Road (Engineering Teams Proposed Location):



4.2 EW12 - STREET LIGHTING POLICY SUBMISSION

File Number: REP23/1041
Author: Engineering Technical Officer
Authoriser: Engineering Asset Manager
Attachments: 1. Submission

REPORT

At the June 2023 Council meeting, Council resolved to place the Street Lighting Policy (EW12) on 28-day public exhibition.

Council received one submission (attached) in relation to light pollution and consideration of mitigation measures within the Policy.

Under the current Street Lighting arrangements between Council and Essential Energy, all streetlighting components are stringently controlled by Essential Energy who maintain an approved register of street lighting components for application across their network (much of NSW). I am confident lighting pollution is a factor considered within Essential Energy's material specifications.

Lighting pollution is a valid concern, and I would be happy to seek information from Essential Energy with the view of adding a small section into the policy that reflects contemporary lighting pollution standards.

COMMITTEE RESOLUTION 94/2023

Moved: Cr Rick Firman
Seconded: Cr Max Oliver

That the Committee resolved to recommend to Council that Council staff seek input from Essential Energy regarding light pollution and report back to Council with proposed amendments.

CARRIED

Report by Amanda Colwill

23/06/2023

General Manager
Temora Shire Council
PO Box 262
Temora NSW 2666

Re: DOCUMENT NAME: EW12 Public Lighting

Dear General Manager,

I am writing to express my concern regarding the issue of light pollution in Temora and to propose a valuable addition to your ongoing review of public lighting. It is disheartening that just outside of town, one can marvel at the beauty of the night sky, while in Temora, stargazing is a futile endeavour. Therefore, I urge you to consider the incorporation of measures to minimise light pollution as an objective in the updated public lighting policy.

To facilitate this endeavour, I would like to draw your attention to the Planning NSW Government's Dark Sky Planning Guidelines, which outline the principles of minimising light pollution. By adhering to these guidelines, we can create a more environmentally conscious lighting system that not only preserves the splendour of our night sky but also benefits our community as a whole. The key principles include:

1. Eliminate upward spill light
2. Direct light downwards, not upwards
3. Use shielded fittings
4. Avoid 'over' lighting
5. Switch lights off when not required
6. Use energy efficient bulbs
7. Use asymmetric beams, where floodlights are used
8. Ensure lights are not directed towards reflective surfaces
9. Use warm white colours

Please give due consideration to these principles and incorporate them into your future public lighting projects. By doing so, not only will we contribute to the preservation of our natural environment, but we will also provide an opportunity for future generations to enjoy the awe-inspiring beauty of our night sky.

Thank you for your attention to this matter. I look forward to witnessing the positive impact of your actions and the collective efforts towards minimising light pollution in Temora.

Yours sincerely,

4.3 TREE AND PEDESTRIAN ACCESS DEBOOS STREET**File Number:** REP23/1049**Author:** Engineering Works Manager**Authoriser:** Engineering Asset Manager**Attachments:** 1. Deboos Street Images**REPORT**

Following a report to the Asset and Operations Committee in May and Council Meeting in May 2023, it was resolved in relation to the Deboos Street report to adopt the committee resolution "to scrape the pavement, install a new pram ramp for alignment and retain the tree". A notice of motion was put before the June Council meeting by Cr Claire McLaren which saw the May resolution 49/2023 on this matter rescinded as per Council resolution 120/2023.

After concern raised in discussions the matter has been further investigated for this additional report sent to July Assets and Operations Committee with no resolution, seeing the report tabled back this month. Following the previous report, as a new footpath was installed recently along the western side of Deboos Street the expenditure verse budget was examined to see if remaining funds were available to address this issue regarding kerb ramps at the northern end of the block in Deboos Street.

Deboos Street footpath was funded through the LRCI Program Round 3, as an allocation of \$200,000

committed in conjunction with Gloucester Street, Asquith Street and Polaris Street footpaths. As per a previous report to Council the Polaris Street footpath was removed from this program due

to rail infrastructure issues and Aurora Street allocated in its place. However, after that report Council successfully received funding for both Aurora Street and Crowley Street footpaths through the Get Active NSW Funding program. At this point Council's Engineering Managers held off nominating a further project until determining any over-expenditure on budgets for the five (5) footpath projects over the two (2) separate funding programs.

From the allocation in LRCI R3 of \$200,000 the three (3) footpaths in Deboos Street, Gloucester Street and Asquith Street have been completed with expenditure totalling just over \$130,000 leaving available \$66,000 currently. For the whole LRCI R3 projects program there is \$2,049.01 over-

expenditure currently not accounted for that will need to come out of the \$66,000, with only a couple of projects outstanding to still be delivered by the program end date which was extended to

June 2024. Further \$60,000 has been reallocated by resolution at the June Council meeting towards the Bundawarra centre project, leaving \$6,000.

The kerb ramp on the Western side of Deboos Street was only installed as part of the Polaris Street

footpath project (Polaris Street between Hoskins Street and Temora High School) in the 2018/19 financial year. It may not reflect as a positive look pulling out infrastructure that's not very old with

current western side positioning occurring due to Telstra Infrastructure. When that project was delivered four (4) years ago, at this time to ensure compliance, the kerb ramp on the eastern side should have been removed and a new kerb ramp installed on the same alignment as the new western ramp. As this project was developed and delivered by a previous Engineering Works

Manager that no longer works for Council comment on rationale for the decision previously made during project delivery can't be sought.

As indicated removing newer infrastructure may not be a good look, though removing the tree would reflect in a more negative manner. Thus, to ensure the kerb ramps comply through being in

alignment at this location, without causing harm to the tree which is being retained or risking future

maintenance or safety issues by having a new kerb ramp close to the tree. It's proposed both existing kerb ramps be removed with kerb re-instated and new kerb ramps be installed as per images A, B, C and D attached.

It should be noted this new construction would comply, in that kerb ramps don't have to be at the

intersection but any road crossing points each side of a road must align. Examples of this are seen in Hoskins Street as all crossing points are slightly offset back from the intersection on side streets,

but alignment must be achieved on both sides of the road for pedestrian facilities.

It's proposed that Council remove both existing kerb ramps in this location, re-instate kerb in removed locations and install two (2) new kerb ramps in alignment slightly further south away from the intersection and tree as seen in Image D attached.

As this item has been raised with council from a risk perspective the action cannot be "do nothing" as the current infrastructure was installed in non-compliance to the current standards. Not actioning leaves council wearing liability for the risk so other than doing nothing there is two feasible options.

Option 1 – No current action other than referring the work to councils PAMP and future budget which would likely see the work undertaken using council funds at a later date.

Option 2 – Action prior to December 2023 utilising Grant Funding proposed that's available until December 2023.

Engineering standards in accordance with AS1428 and Austroads Part 6A: "Pedestrian and Cyclist Paths" 2009 for kerb ramps differentiates from accesses and ramps to buildings as determine through the Building Code in accordance with Australian Standards. In terms of kerb ramp alignment, a vision impaired person using a cane or guide will generally use the edge of paths or other edge features as a "Shoreline". So, the sharp folded edge between the ramp and splay of the kerb ramp provides a cue there is a road crossing. The joint between the ramp and splay also provides a linear indicator on the alignment required to cross the road. It is critical that the direction of the centrelines of kerb ramps align with each other.

Various sections of AS1428 range in date from 1992 through to 2021, in relation to this matter it should not be compared to other historical non-compliant infrastructure as the Western kerb ramp installed out of alignment at this location was constructed within the current legislation making it non-compliant at time of construction. Historical issues which are seen in relation to pedestrian infrastructure that predate the current Australian Standards were not installed non complaint at the time of their construction, so are not comparable to the issue at this location.

Budget Implications

Removal of existing kerb ramps on both the western and eastern sides of Deboos Street and re-instate kerb in these locations. Along with installation of two (2) new concrete kerb ramps in alignment with each other as per Image D of report. New kerb ramps \$2,500 each, plus allowing an extra \$1,000 for removal of old kerb ramps and kerb reinstatement.

Total

\$6,000

Works to be funded within Deboos Street footpath project under LRCI R3 utilising \$6,000 of the previously indicated underspent grant funding.

Consideration should be given to the fact that if such tree was removed inclusive of pavement re-instatement and kerb ramp alignment sorted by constructing a new kerb ramp on the eastern side the cost involved would be estimated to total between \$6,000 and \$9,000.

COMMITTEE RESOLUTION 95/2023

Moved: Cr Jason Goode

Seconded: Cr Anthony Irvine

That the Committee resolved to recommend that Council install two new concrete ramps in alignment with each other in accordance with Image D of the report.

CARRIED

Report by Alex Dahlenburg



Image A: Proposed new kerb ramp location Eastern Side



Image B: Remove existing kerb ramp on Eastern Side, reinstate kerb and gutter plus footpath behind



Image C: Proposed new kerb ramp location Western Side and remove existing kerb ramp



Image D: Proposed new alignment for both new kerb ramps on each side of Deboos Street
(In conjunction with removing both current kerb ramps)

4.4 MELALEUCA STREET DETENTION BASIN

File Number: REP23/1062
Author: Engineering Asset Manager
Authoriser: Engineering Asset Manager
Attachments: 1. Concept Basin Design

REPORT

Council have recently engaged Maker Engineering to design the Melaleuca Street detention basin associated with the Highfields Subdivision development. This work also includes the associated downstream works including the Burley Griffin Way Road Crossing and the arterial outfall drain through Nixon Park.

Please see the attached concept basin design for lot 168 and refer below to the design parameters. Please note this is a concept and there will likely be minor changes as the design is refined.

Hydraulic Design:

- Volume at weir (RL309.3m) = 1,936m³
- Extended volume at top of bank (RL309.8m) = 2,927m³
- Maximum depth of the basin (at overflow weir) = 1.65m
- Average depth of the basin = 1.1m
- Outlet pipe = DN600mm (to ensure the maximum water level in the 5% AEP event remains <1.2m deep)
- Reduction of 0.945m³/s in the 1% AEP
- Weir is not activated (no overflow) during normal working conditions for all events up to the 1% AEP.
- Weir is sized to handle the total 1% AEP flow into the basin (1.77m³/s) at a maximum depth of 0.2m (with 0.3m freeboard).

Geometric design:

- 1% minimum grade on base of basin
- 2.5m wide maintenance access track around the basin.
- Both internal and external maximum batters have a slope of 1V:4H.
- The maximum total bank height is 2.15m (with 900mm maximum fill along the lot 167 boundary, and banks in fill to be keyed into the existing surface for stability).
- The existing overland flow channel between lots 168 and 169 needs to be regraded to allow upstream flow to discharge directly into the basin.
- The total area of lot 168 is required for effective stormwater mitigation.
- There is no provision for active open space usage within the basin due to peak water levels.

With the inclusion of the OSD basin in lot 168 and OSD tanks within the Industrial lots, the post-developed flows (1.907m³/s) from the Highfields Estate are now lower than the pre-developed flows (2.195m³/s) for the contributing catchment during the 1% AEP event. However, the peak discharge (7.30m³/s) still exceeds the pre-developed flow rates (6.22m³/s) through Nixon Park. This is primarily due to the drainage design system of the Southeastern industrial catchment

(highlighted below). It is recommended to make further enhancements to the proposed stormwater network upgrades to optimize the total network.



Budget Implications

N/A

COMMITTEE RESOLUTION 96/2023

Moved: Cr Rick Firman

Seconded: Cr Jason Goode

That the Committee resolved to recommend that Council endorse the concept design.

CARRIED

Report by Rob Fisher



4.5 YOUNG REGIONAL CONSERVATORIUM OF MUSIC

File Number: REP23/1006
Author: Director of Administration & Finance
Authoriser: Director of Administration & Finance
Attachments: Nil

REPORT

At the October 2022 Council Meeting Council made the following resolution:

It was resolved that Council sponsors an event for the Young Regional Conservatorium of Music in the Temora Memorial Town Hall with hire fees to be funded from the Imagine Temora budget to a maximum of \$1,000.

Subsequently Council has received correspondence from the Conservatorium advising that they will now be unable to hold an event due to the prolonged illness of the staff member responsible for directing the performance.

As an alternative Council may wish to offer sponsorship in one of the following forms:

- Scholarship for one or two Temora Shire students;
- Sponsorship of travel for tutors to Temora Shire schools to keep the costs down for the schools;
- Sponsorship of beginner instrumental groups within Temora Shire schools; or
- Sponsorship of the brass ensemble.

NOTE: Donations for 2023/2024 are \$2,000 with a total budget of \$15,000. \$13,000 budget remaining

COMMITTEE RESOLUTION 97/2023

Moved: Cr Rick Firman
Seconded: Cr Jason Goode

It was moved that the committee recommended that Council offer two \$500 scholarships to students of Temora Shire.

AMENDMENT

Moved: Cr Anthony Irvine
Seconded: Cr Graham Sinclair

That the committee resolved to recommend that Council offer sponsorship of the beginner instrumental groups within Temora Shire Schools to the value of \$1,000.

The Amendment was put and carried.

The Amendment became the motion.

The motion was put and carried.

CARRIED

Report by Elizabeth Smith

1 CR NIGEL JUDD

Enquired on works being carried out on Mary Gilmore Way, noting that the culverts appear to be higher than the road.

Engineering Works Manager, Alex Dahlenburg advised that the project is being managed by Transport for NSW and that he will follow up and advise.

5 CONFIDENTIAL REPORTS**COMMITTEE RESOLUTION 98/2023**

Moved: Cr Max Oliver

Seconded: Cr Jason Goode

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 2:27PM:

5.1 Draft Memorandum of Understanding - Essential Energy

This matter is considered to be confidential under Section 10A(2) - g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

5.2 Flooding Request

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.

5.3 Aboriginal Land Claims

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

5.4 Temora Recreation Centre Management

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

CARRIED

COMMITTEE RESOLUTION 99/2023

Moved: Cr Jason Goode

Seconded: Cr Nigel Judd

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

CARRIED

6 CLOSE MEETING

The Meeting closed at 2:56PM.

This is the minutes of the Assets & Operations Committee meeting held on Tuesday 8 August 2023.

.....
GENERAL MANAGER

.....
CHAIRMAN

**8.2 MINUTES OF THE ECONOMIC DEVELOPMENT AND VISITATIONS COMMITTEE MEETING
HELD ON 8 AUGUST 2023****File Number: REP23/1084****Author: Director of Administration & Finance****Authoriser: Director of Administration & Finance****Attachments: 1. Minutes of the Economic Development and Visitations Committee
Meeting held on 8 August 2023****RESOLUTION 129/2023**

Moved: Cr Claire McLaren

Seconded: Cr Nigel Judd

It was resolved that the reports be received.

CARRIED**RESOLUTION 130/2023**

Moved: Cr Claire McLaren

Seconded: Cr Jason Goode

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

CARRIED



DATE: TUESDAY, 8 AUGUST 2023
TIME: 3:09PM
LOCATION: 105 LOFTUS STREET
TEMORA NSW 2666

MINUTES

Economic Development and Visitations Committee Meeting

8 August 2023

Order of Business

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**MINUTES OF TEMORA SHIRE COUNCIL
ECONOMIC DEVELOPMENT AND VISITATIONS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 8 AUGUST 2023 AT 3:09PM**

PRESENT: Cr Rick Firman (Mayor)(Chair), Cr Nigel Judd, Cr Graham Sinclair (Deputy Mayor), Cr Anthony Irvine (Observer), Cr Jason Goode (Observer)

IN ATTENDANCE: Craig Sinclair (Economic Development Manager), Elizabeth Smith (Director of Administration & Finance), Kris Dunstan (Director of Environmental Services), Melissa Boxall (General Manager), Claire Golder (Town Planner)

1 OPEN MEETING

3:09PM

2 APOLOGIES

COMMITTEE RESOLUTION 25/2023

Moved: Cr Graham Sinclair

Seconded: Cr Nigel Judd

That apologies from Cr Claire McLaren and Cr Belinda Bushell be received and accepted.

CARRIED

3 DISCLOSURES OF INTEREST

| COUNCILLOR/OFFICER | ITEM | NATURE OF INTEREST | HOW MANAGED |
|--------------------|------|--------------------|-------------|
| NIL | | | |

4 REPORTS

4.1 ECONOMIC DEVELOPMENT UPDATE

File Number: REP23/1056

Author: Environmental Secretary

Authoriser: General Manager

Attachments:

1. Boom Time Forum (Economic Development)
2. Boom Time Forum (Housing and Planning)
3. Inland Rail Update to Temora Shire Council

REPORT

The purpose of this report is to provide an update on the activities of the Economic & Community Development Function over the past month.

1. Railway Precinct Master Plan

Community consultation forums held to gain input into the design. Meetings and site visits with Transport for NSW and GrainCorp held to understand constraints and opportunities on the site. Draft plan to be presented to August Assets and Operations Committee.

2. Local Government Week

The ECDO coordinated several events as part of Local Government Week including a Mayoral Morning Tea for volunteers and the 4th Boom Time Forum. The forum was attended by around 40 people. A copy of the presentations are attached.

3. Connectivity Planning Program

Met with Telstra to discuss the LGA Connectivity Planning Program. The program provides a framework to assess of digital connectivity within an LGA and develop actions to address challenges and opportunities. It is proposed that officers undertake the program when time permits.

4. MacArthur Legal Centre

Met with a representative of MacArthur Legal Centre who provide free community legal services including Family Law; child support; care and protection; minor traffic matters; neighbourhood disputes; wills power of attorney & guardianship; employment; debts and fines; Victim support; Centrelink issues; consumer complaints. The also provide legal education talks.

5. Service NSW Business Concierge

Met with Service NSW to discuss utilisation and forthcoming programs of the Business Concierge service.

6. Country Change

Participated in a briefing to understand the changes proposed for the refresh of the Country Change branding and associated website upgrade.

7. Growing Regions Program - Temora Airpark Estate Expansion

Submitted an expression of interest for funding under the Federal Growing Regions Program for Phase 1 of the Temora Airpark Estate Expansion Project. The total cost of Phase 1 of the

program is \$1.455M which will deliver the main CODE B taxiway required to connect the proposed subdivisions to the airport infrastructure, as well as the sewer infrastructure for Council's 40 lot subdivision. Council's 50% co-contribution to the project is \$727,806.25.

8. Temora and Bland Shires Drought Resilience Planning Program

Commenced the Drought Resilience Planning Program by convening the Project Control Group (PCG), comprising the General Managers and officers from Bland and Temora Shire Councils as well as representatives from the Department of Regional NSW. The EDM is the Project Manager for the program. The Request for Quotes was advertised on Vendor Panel and received 19 submissions. After an assessment process, a preferred consultancy was selected and the PCG are awaiting a draft contract before formalising the appointment.

9. Wagga Wagga Riverside Redevelopment

Participated in a workshop to provide input from a regional tourism perspective into the Business Case for Stage 3 of the Wagga Wagga Riverside Redevelopment. The proposal involves the development of large conference and exhibition space.

10. Airport Hire

Attended a site visit with a provider of assertive driver training who propose deliver 10 to 12 courses per annum using the agricultural apron and taxiway at the airport along with accommodation and training room facilities at the Aviation Museum.

11. Canola Trail

Attended a Canola Trail Committee meeting in Coolamon to discuss planning activities for the flowering season.

- a. Signs to be printed and distributed to farmers to display on their fences warning tourists against trespassing
- b. Hello Yellow festival details agreed and logo finalised
- c. Promotional activity agreed
- d. Tourism Operator Forum details finalised for 4pm, 23rd August at the Temora Aviation Museum
- e. Confirmed a subscription to the FreeGuides platform to create up to 10 guided tours using a specialised platform.

12. Tour

Delivered an economic and community development tour of Temora for the new General Manager.

13. Smith's BBQs

Attended a site visit at Smith's BBQs to meet the Manufacturing Commissioner for NSW.

14. The Resilience Project

Coordinated a meeting with all schools to discuss the Community Launch of The Resilience Project, scheduled for 6pm, 5th September at the Town Hall and discuss the production of videos to promote the program locally to community groups and sporting clubs.

15. HR Capability Assessment

Reviewed the first draft of the HR Capability Assessment which is due to release in mid-August. The report outlines the findings of 17 interviews conducted with local businesses to understand their challenges with meeting HR compliance, staff attraction and retention, and creating inclusive workplaces. It was commissioned by TBEG in partnership with Council with funding from the NSW GROW program.

16. NAIDOC Week

Attended the THS NAIDOC Week celebration.

17. Drench Festival

Commenced planning for the 2024 Drench Festival, scheduled for 1st March to the 1st April 2024. Event organisers will be invited to submit expressions of interest for hosting events under the Drench banner that meet eligibility criteria.

18. Three Rivers DRH

Met with representatives from Three Rivers DRH to discuss ways to support students utilising their house that is specifically for health students undertaking placements in Temora.

19. Wagga Wagga: Beyond 2050

Attended the Wagga Wagga: Beyond 2050 event hosted by Telstra to understand the innovative trends and technological advances that will shape the future of urban areas. The forum aimed to provide digital insight to assist communities to become more resilient, sustainable, and liveable.

20. Temora Business Awards

Attended the Temora Business Awards coordinated by TBEG.

21. Inland Rail

Received correspondence from Inland Rail providing an update on the organisation's response to the Federal Government's Independent Review of Inland Rail. Please see attached.

Director Environmental Services, Kris Dunstan left the meeting at 3:20PM

COMMITTEE RESOLUTION 26/2023

Moved: Cr Nigel Judd

Seconded: Cr Graham Sinclair

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

CARRIED

Report by Craig Sinclair



TEMORA

The Friendly Shire

Economic & Community Development Public Forum

August 2023

| | |
|---|---|
| <div data-bbox="151 224 290 351"></div> <div data-bbox="167 1025 268 1579"><h1>Programme</h1></div> | <div data-bbox="327 508 1444 1919"></div> <div data-bbox="406 152 1324 481"><ul style="list-style-type: none">• Meet our new GM• Economic Development Pipeline• Housing & Planning for Expansion• Workforce• Q&A• Networking</div> |
|---|---|



TEMORA

The Friendly Shire

Melissa Boxall

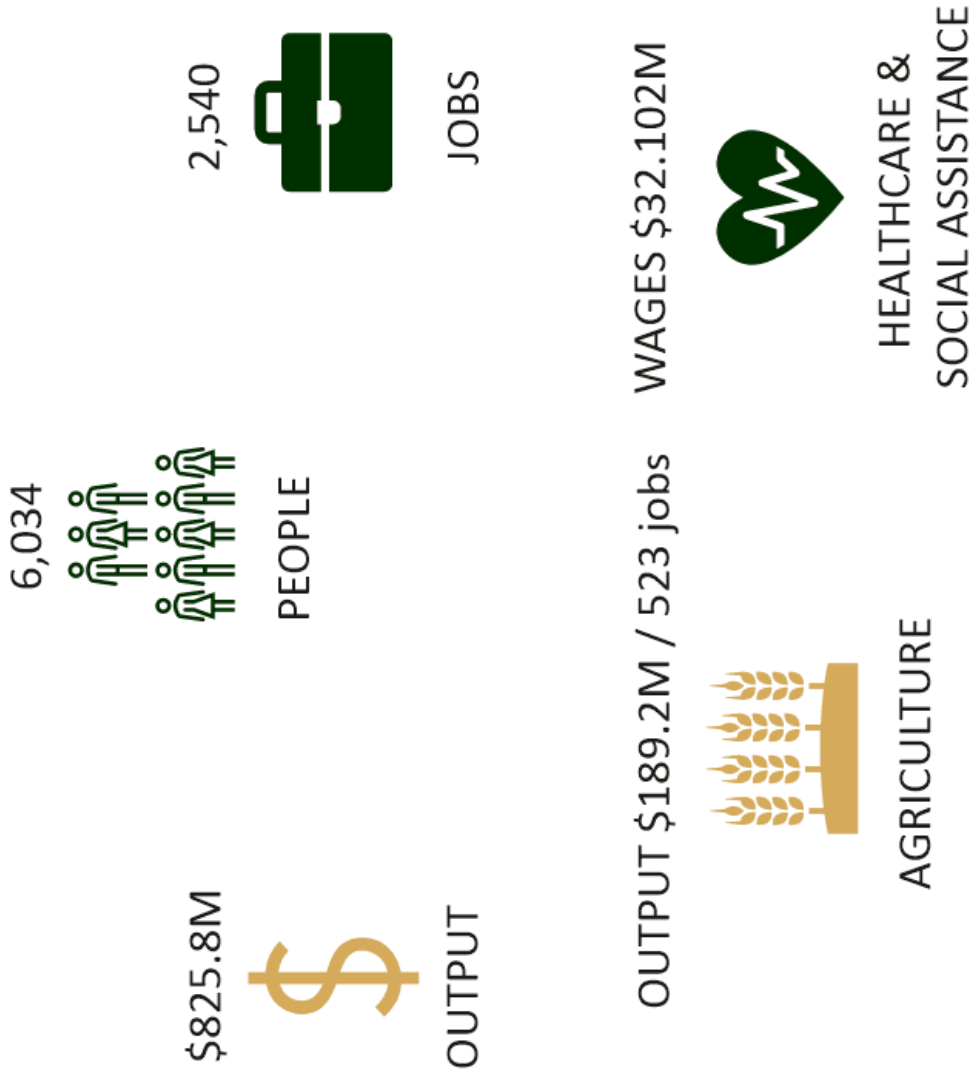
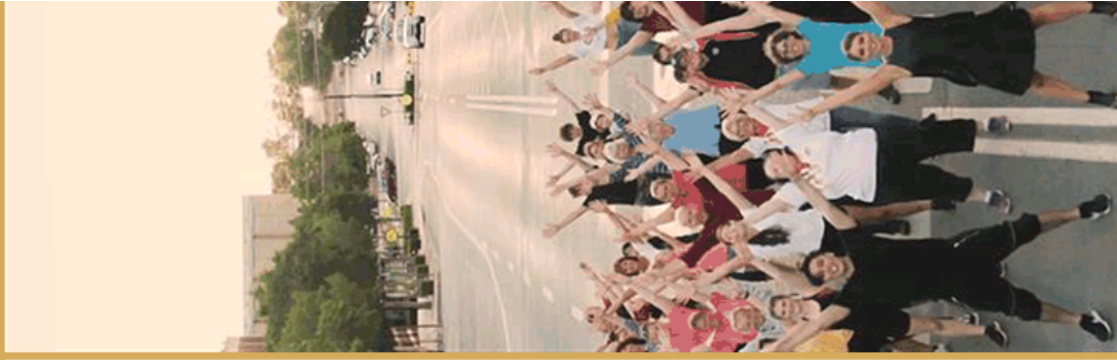
General Manager



Craig Sinclair

Economic Development Manager

Economic Snapshot



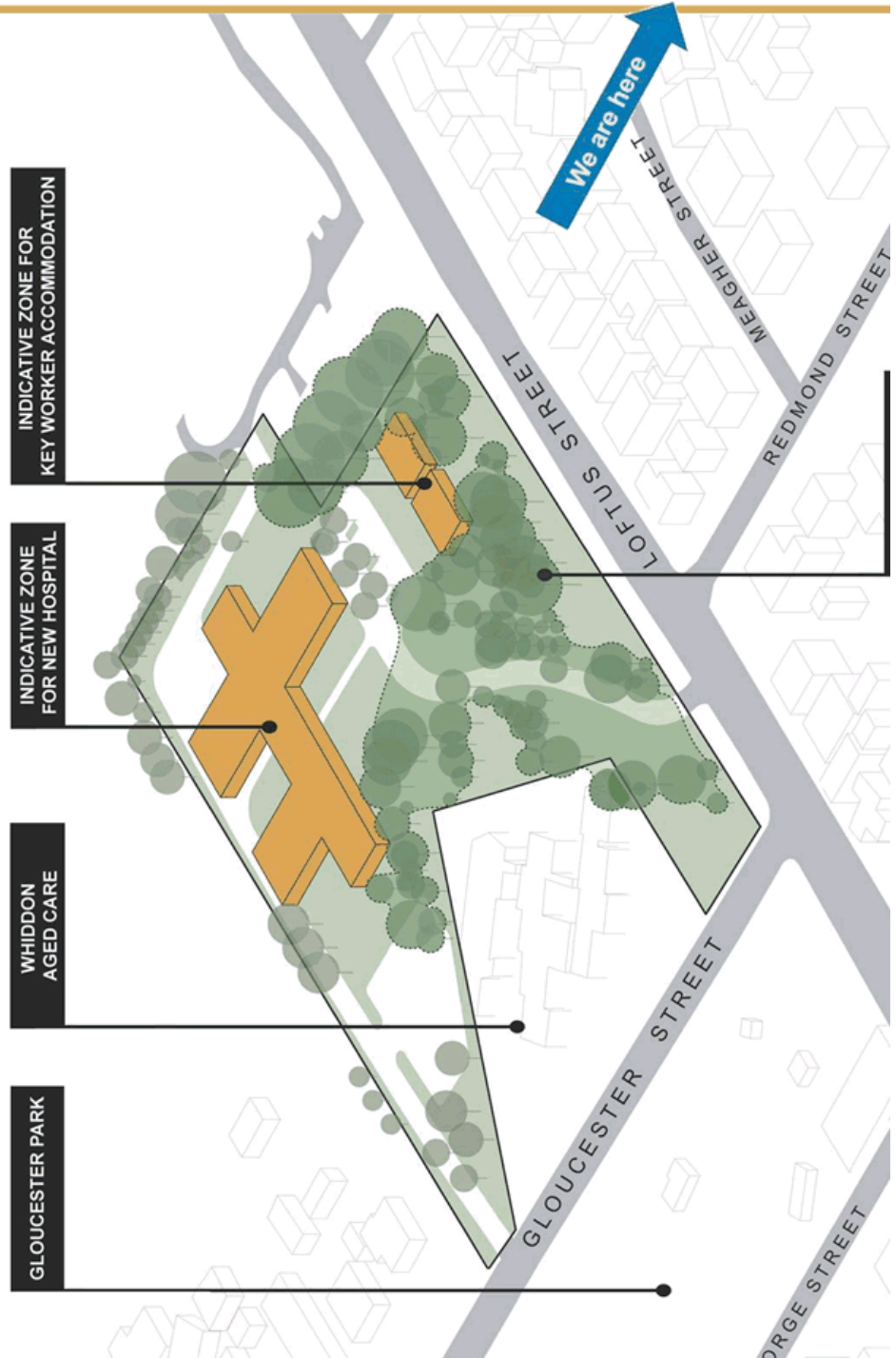
Pipeline - Temora





TEMORA HOSPITAL

- \$80M rebuild
- ✓ Clinical Service Plan
- ✓ Master Planning
- ETA 2025/26

How to build a Hospital



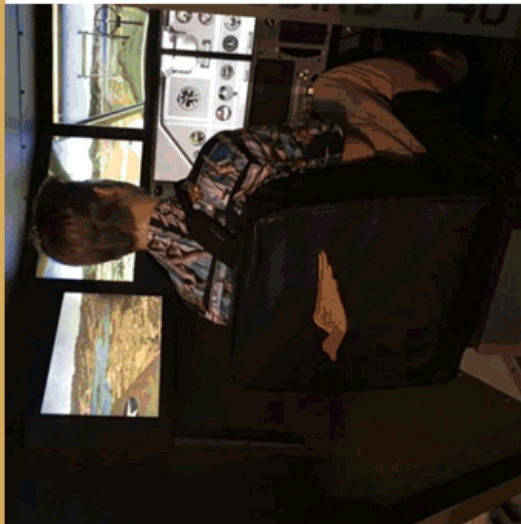
| | |
|---|---|
| <h1>Pipeline - Temora</h1> |  |
|  | <p>Smith's Cooking Systems</p> <ul style="list-style-type: none">• Advanced manufacturing factory• Export opportunities• 7 staff over 3 years |

| | |
|---|--|
| <div data-bbox="151 224 290 353" data-label="Image"></div> <div data-bbox="159 891 268 1720" data-label="Section-Header"><h1>Pipeline - Temora</h1></div> | <div data-bbox="327 504 1449 1919" data-label="Image"></div> <div data-bbox="406 152 507 483" data-label="Section-Header"><h2>ADF PARACHUTE SCHOOL</h2></div> <div data-bbox="582 152 1085 483" data-label="List-Group"><ul style="list-style-type: none">• Alternative inland site• 30-60 student per quarter• Rooms, catering, retail, facility hire</div> |
|---|--|

| | |
|---|---|
| <div data-bbox="151 224 290 351"></div> <div data-bbox="159 891 268 1718">Pipeline - Temora</div> | <div data-bbox="405 295 448 481">TOURISM</div> <div data-bbox="521 295 564 481">Flour Mill</div> <div data-bbox="638 168 919 481"><ul style="list-style-type: none">• DA approved• Early 2024 construction (1yr)</div> <div data-bbox="986 161 1086 481">Railway Precinct Master Plan</div> <div data-bbox="1160 152 1321 481"><ul style="list-style-type: none">• Draft plan on exhibition end August</div> <div data-bbox="327 504 1444 1919"></div> |
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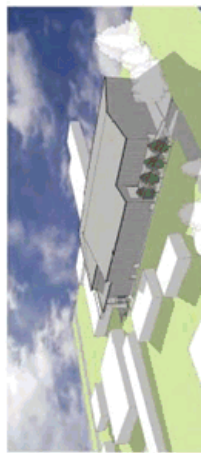
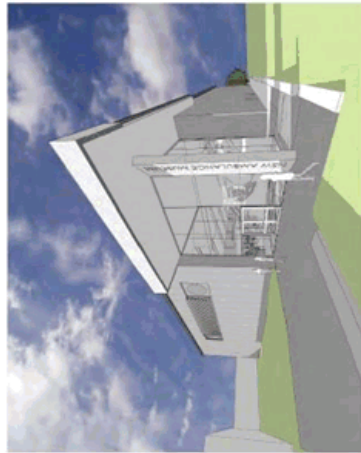



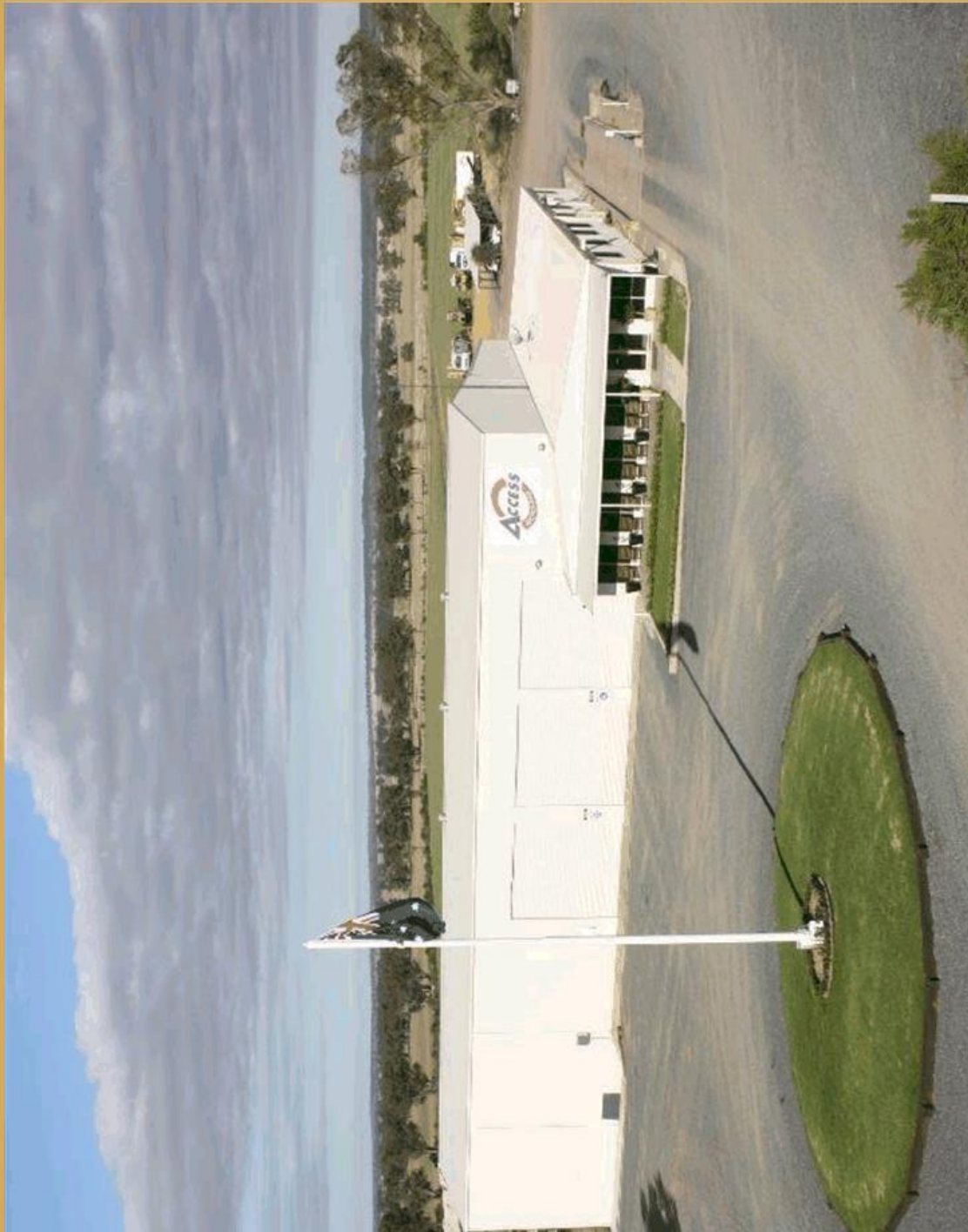
Pipeline - Temora



TOURISM

- Westminster Hotel
- Three Ponds Estate
- Gidgee Estate
- TAM Simulator & Guardhouse Cafe
- Ambulance Museum



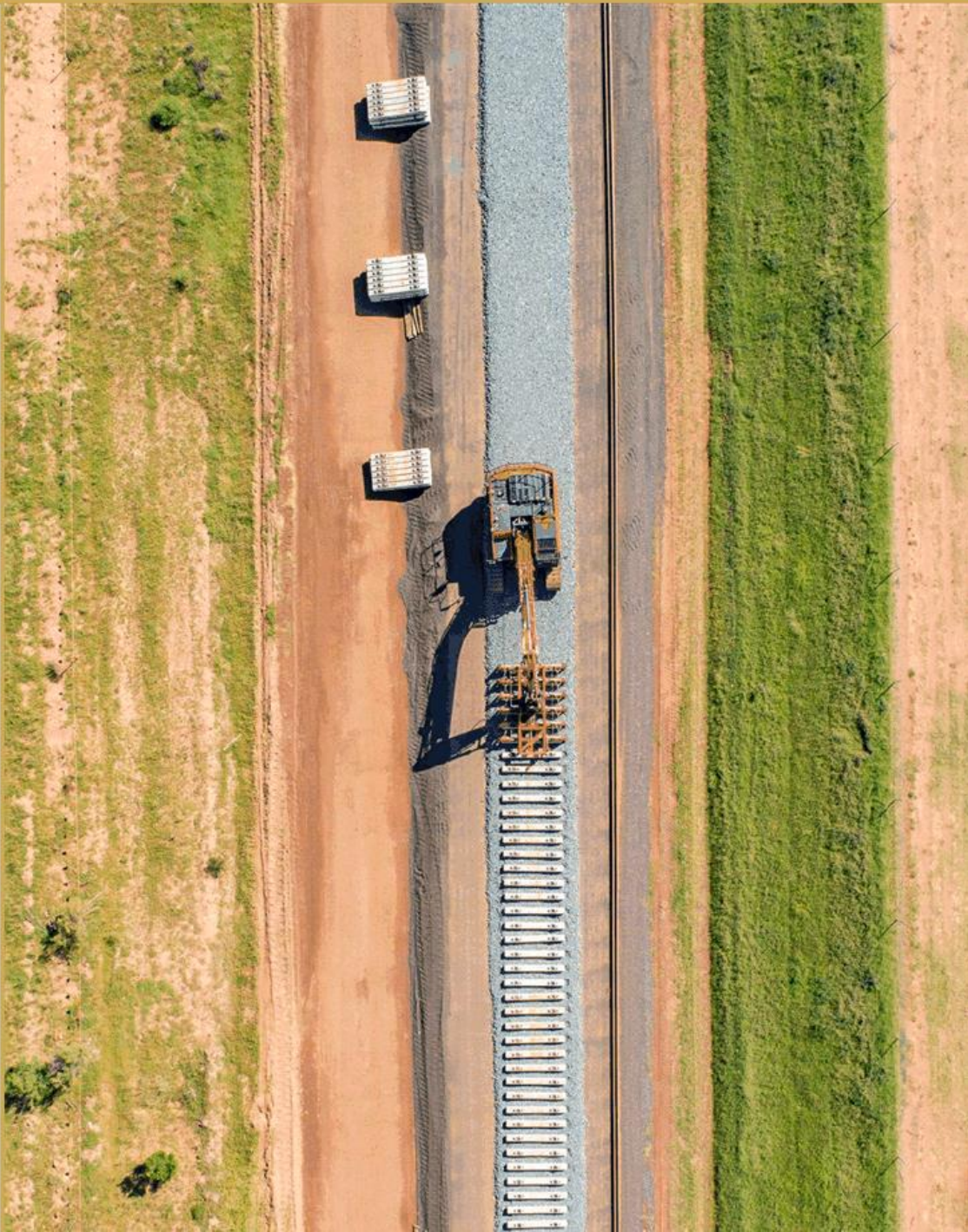

| | |
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| <div>Pipeline - Riverina</div> | <div><div></div><div><div>ACCESS RECYCLIN</div><div><ul style="list-style-type: none">• \$10M upgrade• \$5M 5 years• 15 to 50 staff• 40 in Temora• Local vs Expor• Truck drivers - mechanics</div></div></div> |
| <div></div> | |

Pipeline - Riverina

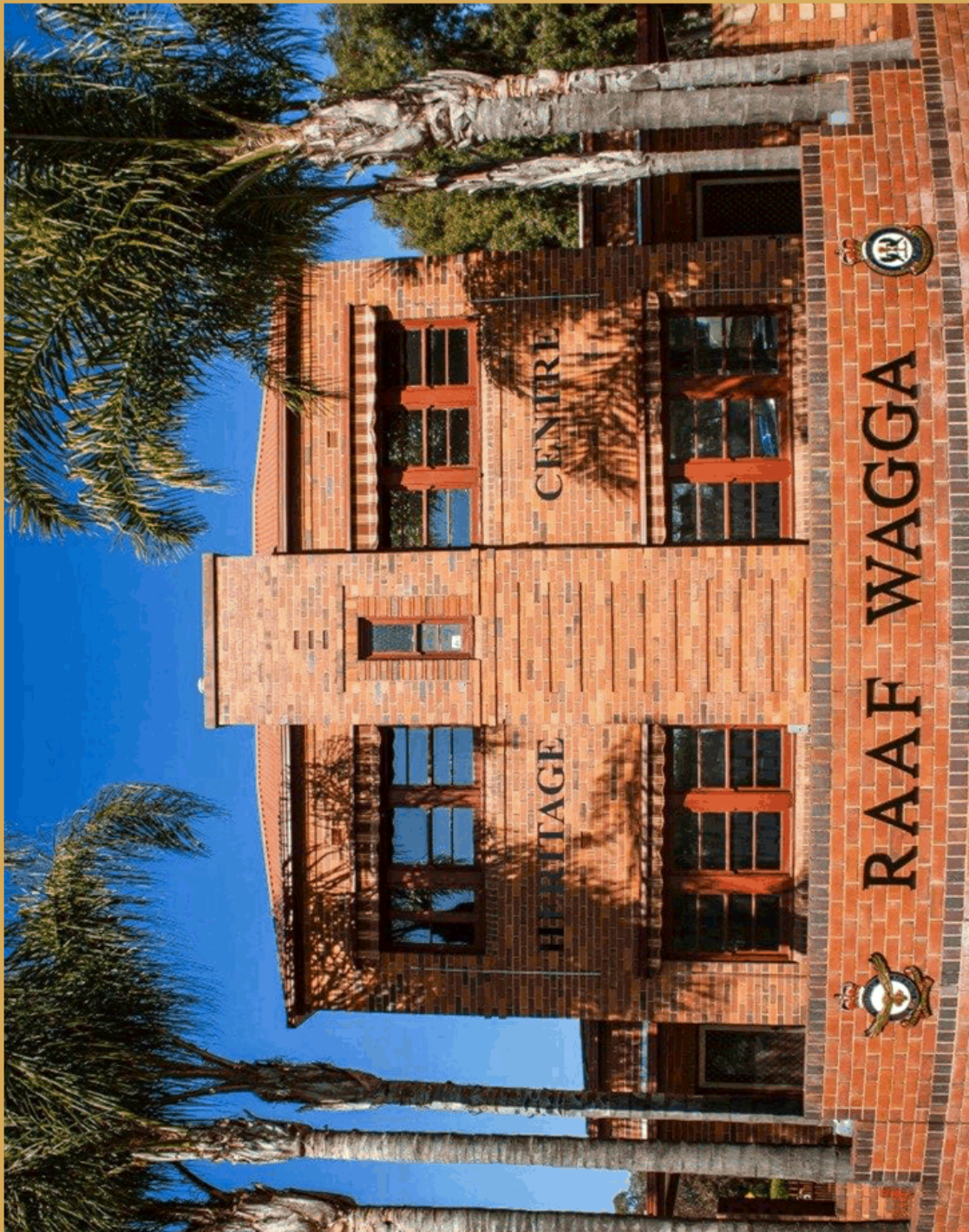


AMG COOTA
ABBATOIR

- \$200M
- 1000 cattle/d
- 7500 lambs/d
- 600+ jobs
- Soft launch
Aug/Sept

| | |
|--|--|
| <div>Pipeline - Riverina</div> <div></div> | |
| <div></div> <div>INLAND RAIL</div> <div><ul style="list-style-type: none">• Illabo to Stockinbingal• 200+ jobs• 3 x shortlisted tenderers• Q2 award contract• 2025-2027 construction• Melb -> Parke by 2027</div> | |

Pipeline - Riverina



DEFENCE ESTATE:

- RAAF Wagga Wagga & Albury
- Kapooka Wagga Wagga
- \$1.1bn
- 1500 jobs
- 2024-2028



Claire Golder

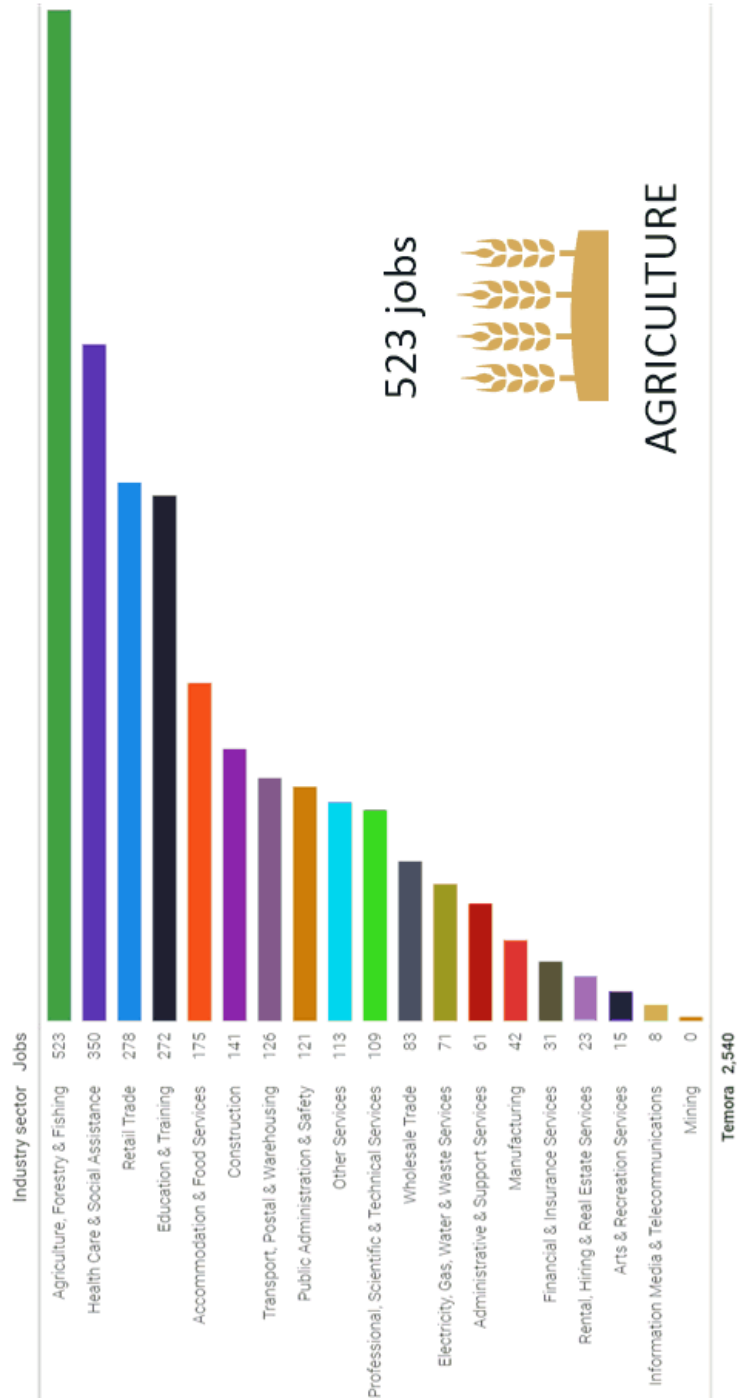
Town Planner



Craig Sinclair

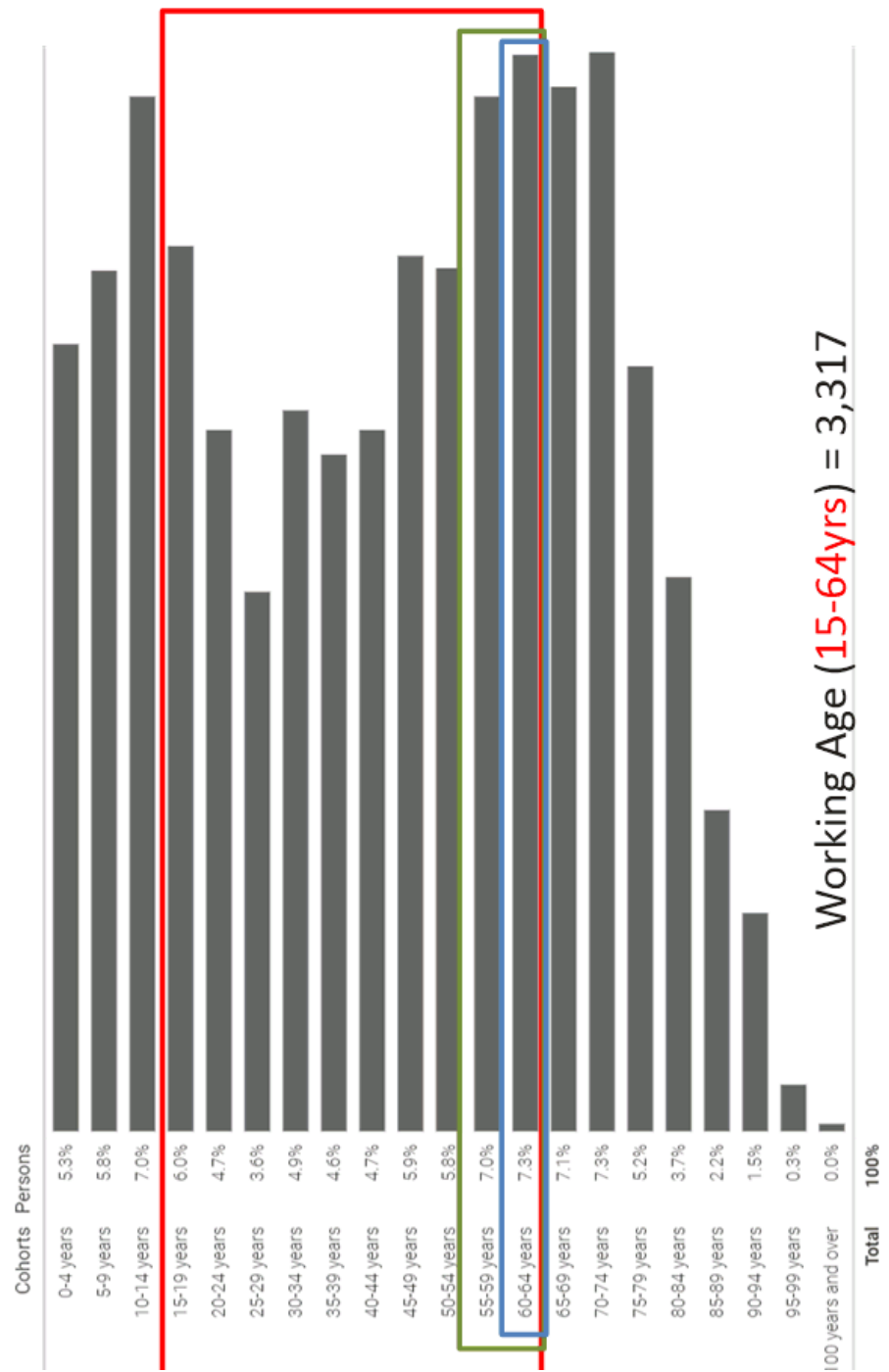
Economic Development Manager

Jobs / Industry



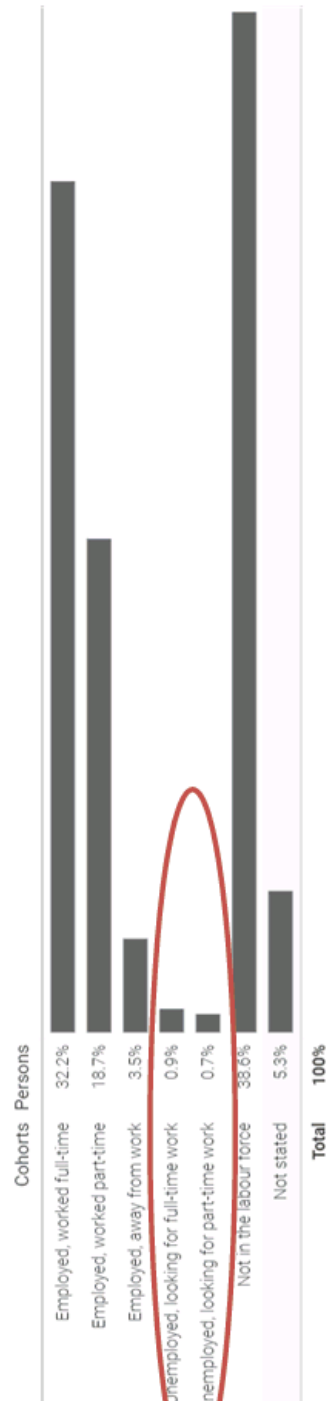


Population



Working Age (15-64yrs) = 3,317
Approaching retirement (65):
447 = next 5 years

Labour Force



HR Capability Assessment



Purpose

To assess and support Temora business':

- Commitment to compliant and inclusive employment process and support at all levels
- Capacity to provide compliant and inclusive support

And to explore the possibility for:

- Collaboration with services, industry, community and
- policy makers to form strong local support resources

17

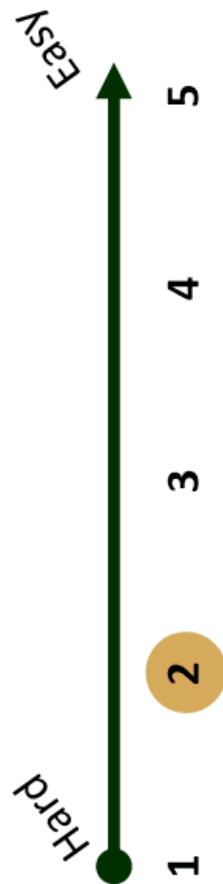
Businesses



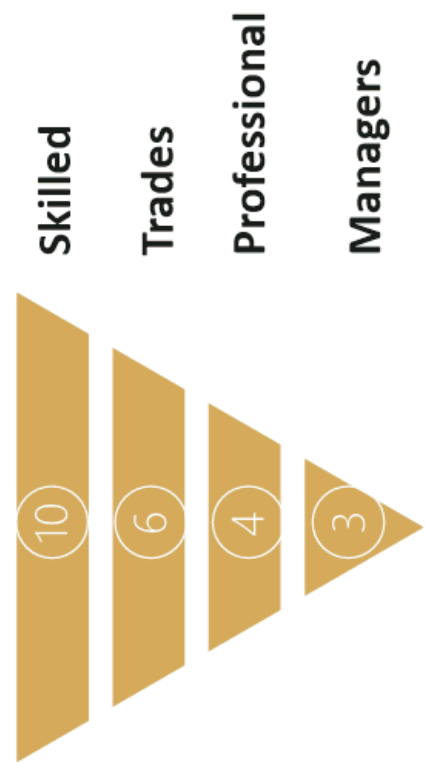
HR Capability Assessment



How easy is to find staff?



Number of current vacancies



23

HR Capability Assessment



Key Learnings

- Understanding of what employer's value / what makes a star employee
- Our readiness to embrace diversity
- Importance of growing our own
- Need for training pathways, delivered locally
- Access to HR basics and diversity fundamentals support

HR Capability Assessment



Next Steps

Report to be released

Implement agreed solutions

Continue with resident attraction programs

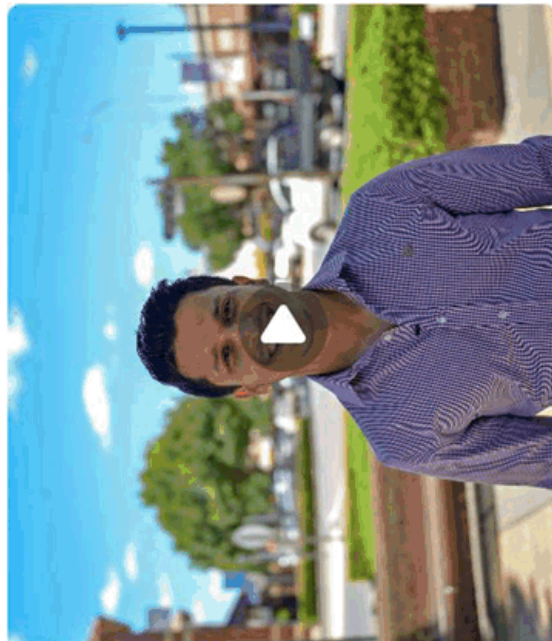
Workforce Attraction



MOVE TO MORE

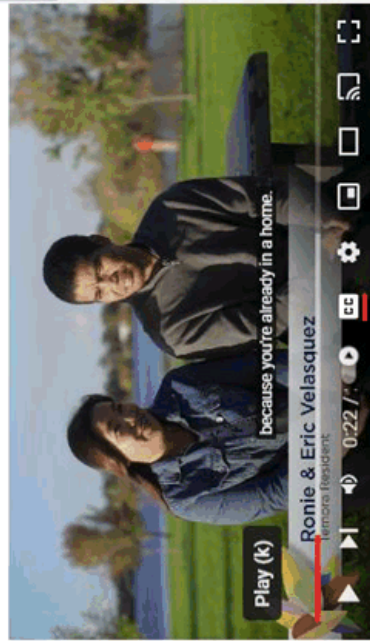
Engineering a new life

1 min read May 10, 2023
share



When Anil and his wife, Ruju, #madethemove from Sydney to amora (north-east Riverina), NSW, he had no idea just what an incredible decision it would prove to be.

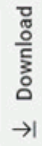
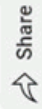
After receiving a call in the middle of the night from Temora, Anil and Ruju decided to move to Temora, NSW.



Grow Series - Temora

Multicultural NSW
138 subscribers

Subscribe



112 views 1 month ago
Show more

Initiatives:

- Regional Activators Alliance / More to More
- NSW GROW
- Country Change
- Youth Careers Network



Questions





TEMORA

The Friendly Shire

Thank you



Housing and Planning for Expansion in Temora Shire



Claire Golder
Town Planner/
Strategic Projects Officer

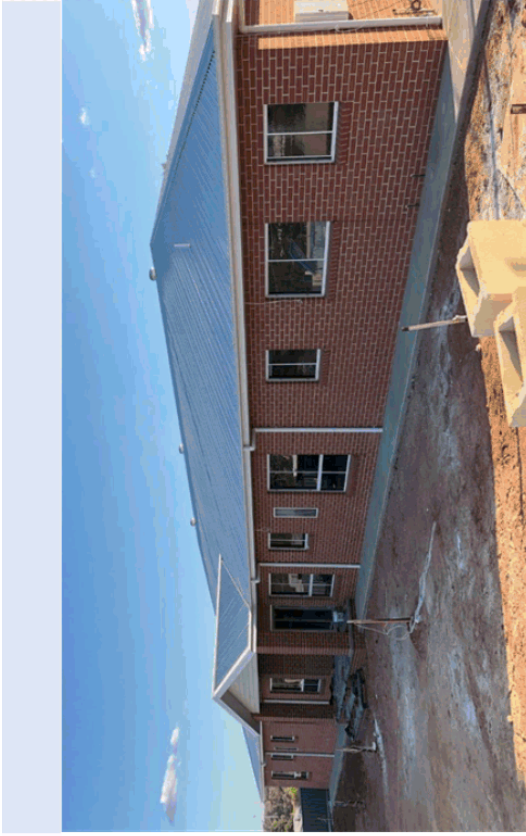
Agenda

- Introduction
- Recent housing development figures
- Current development
- Future planned development
- Future demand
- LEP Review
- Questions



Introduction

- Temora Shire had a population of 6,290 people in 2021 (NSW Dept of Planning & Environment)
- Temora Shire's population is projected to increase by 600 people to 6,891 by 2041.
- This is a growth rate of 0.46% per year



Recent housing development figures

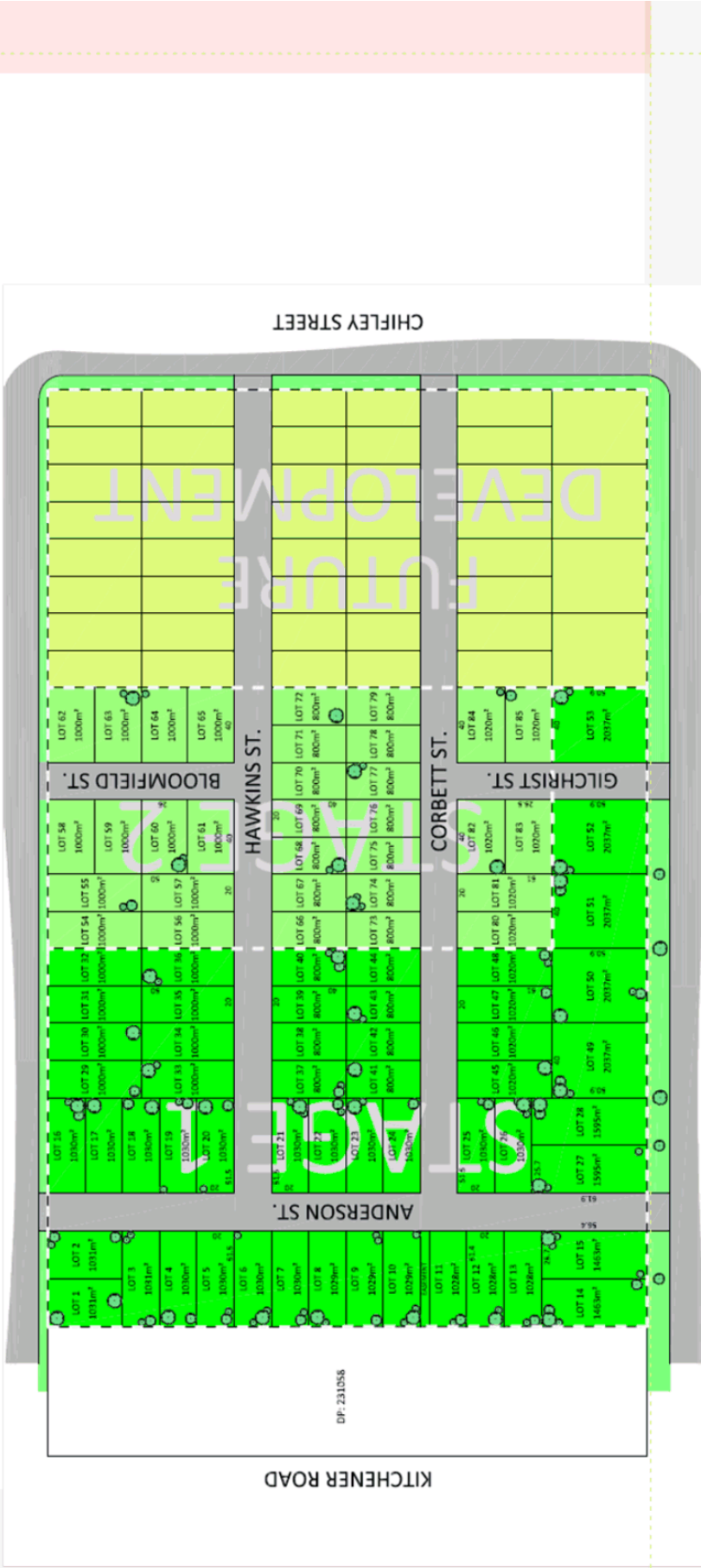
- In 2022 there were 37 new dwellings approved.
- Previous years:
- 2021: 50 dwellings
- 2020: 47 dwellings
- 2019: 34 dwellings
- 2018: 48 dwellings



Current development

Dustin Rose Estate – 85 lots approved. Proposed further 40 lots.

Total 125 lots



Current development

offre / Chifley Street – 16 lots approved,
being developed in two stages

Terrace unit development – Loftus Street

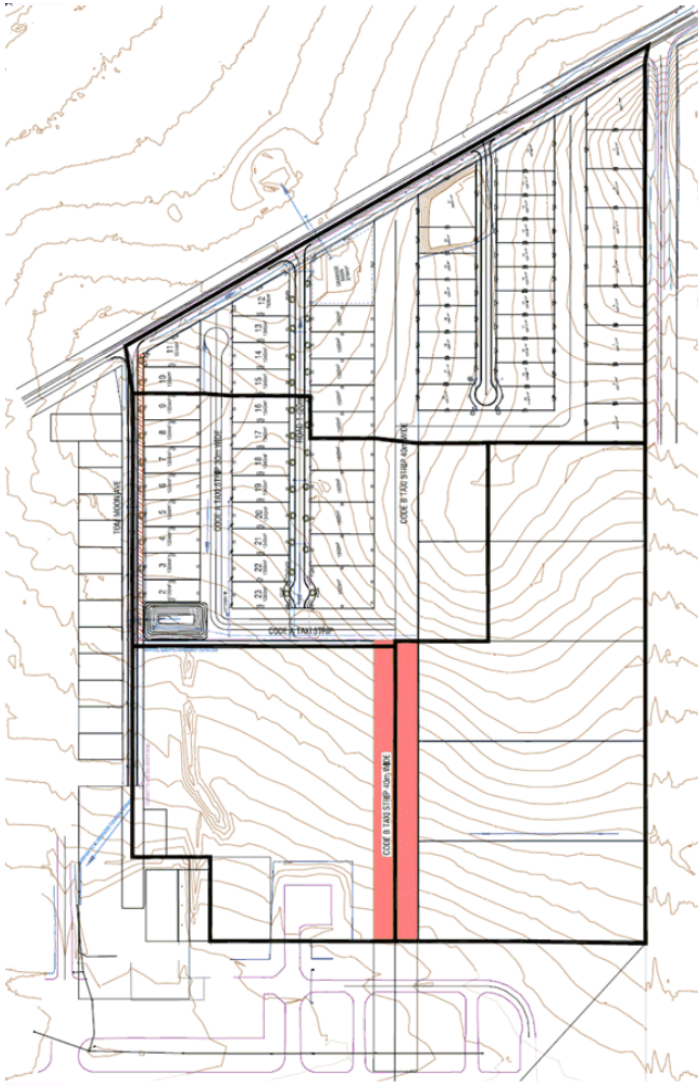
infill development 2 x 5 units
developments Polaris Street

Ariah Park – multi unit
development approved in
Pitt Street



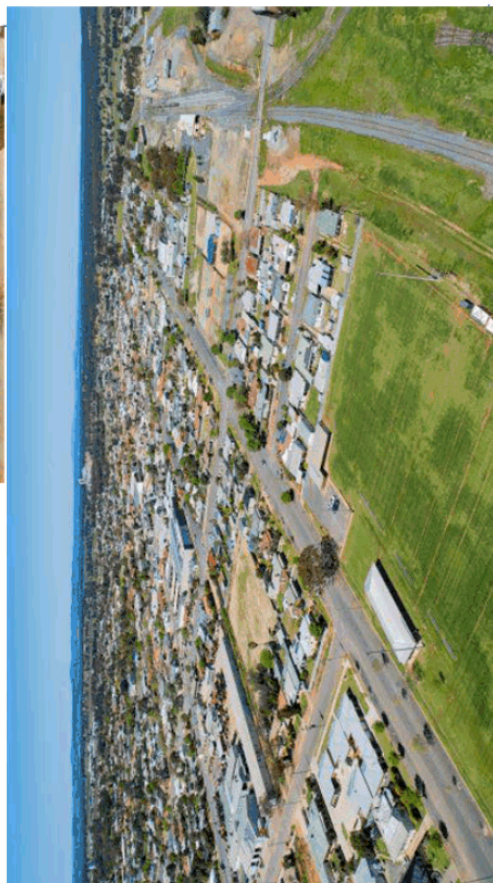
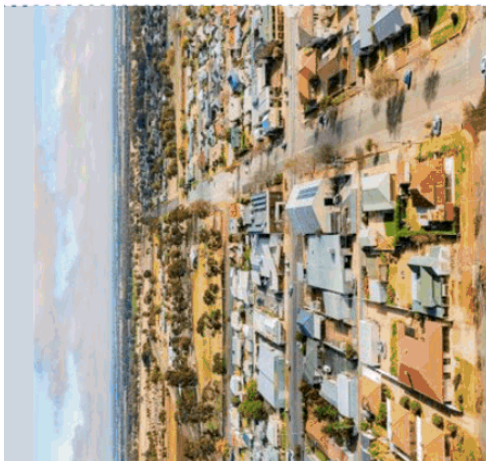
Future development

Temora Airpark Estate next stages
 – approx. 62 lots
 Apollo Place – Dr Parry Homes –
 unit development for seniors



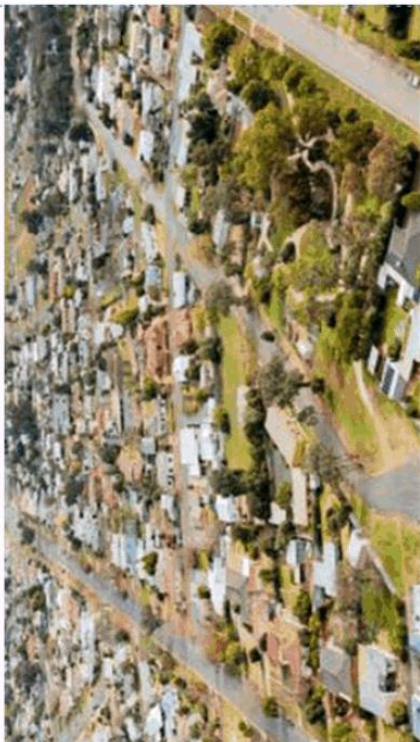
Future demand

- Temora Shire has a demand for around 30 urban dwellings per year.
- Based on the lots available and emerging, this would satisfy only around 10 years demand, based on current growth rates
- Council is investigating meeting this future demand through the LEP review



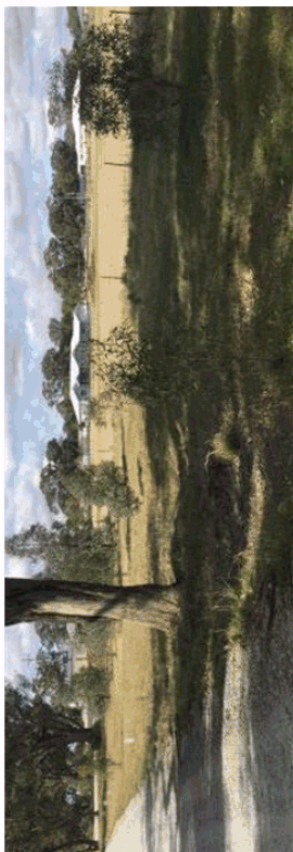
LEP Review

- ♦ The Temora Local Environmental Plan (LEP) 2010 is the main land use planning instrument for Temora Shire
- ♦ Covers zoning, permissible land uses and minimum lot size for subdivision
- ♦ Council is continuing to review the LEP so that it meets the need for future growth and land use in Temora Shire

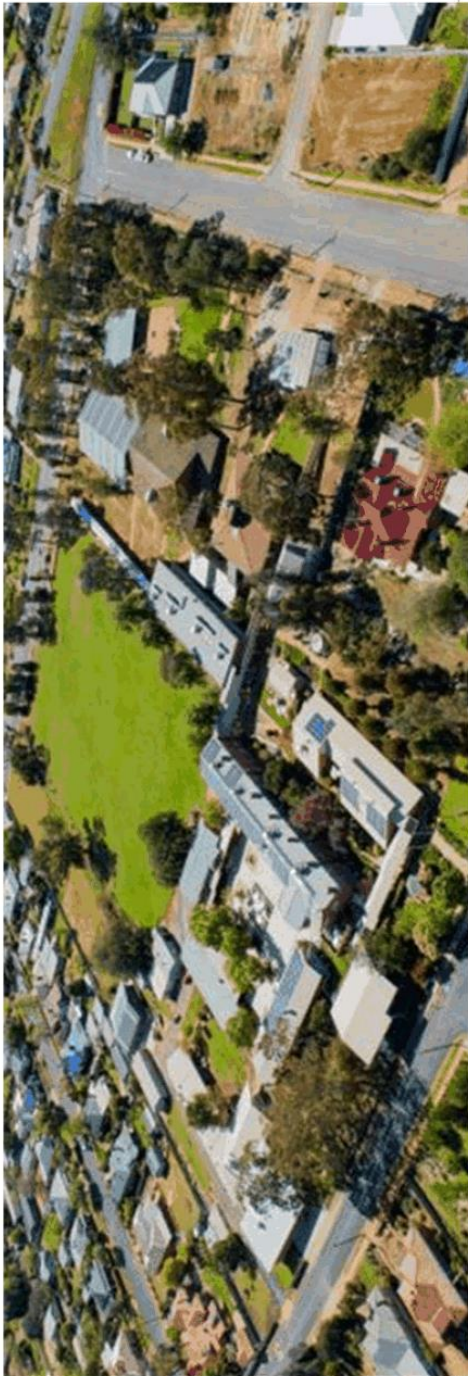


LEP Review

- ♦ Areas currently under investigation as part of the LEP review:
 - next stages for residential growth in Temora – residential and large lot residential,
 - village zoning opportunities in Ariaiah Park, following completion of floodplain risk management plan – due end 2023 and sewerage services investigation



1.



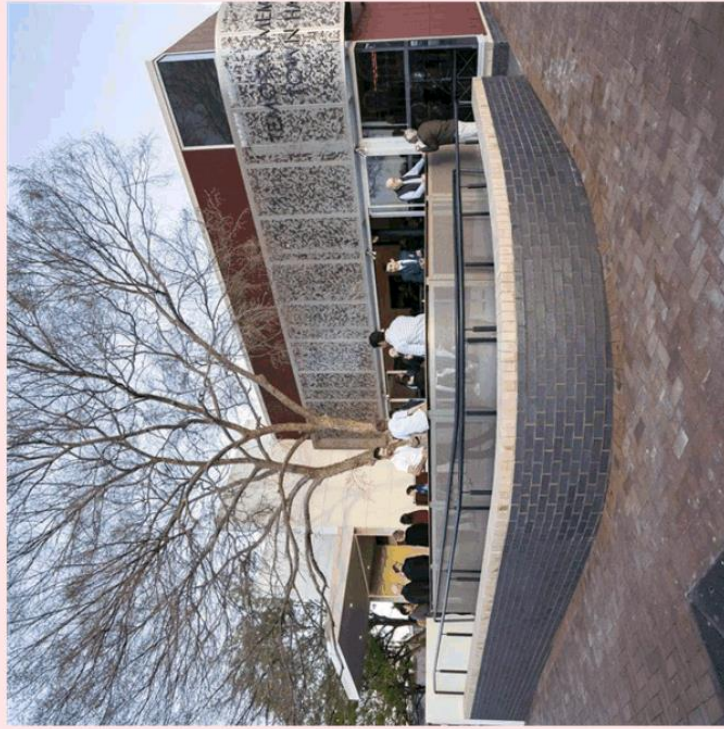
Questions?

Thank You

Claire Golder

Town Planner / Strategic Projects
Officer

cgolder@temora.nsw.gov.au





25 July 2023

Ms Melissa Boxall
General Manager
Temora Shire Council

Email: mboxall@temora.nsw.gov.au

Dear Ms Boxall

Inland Rail update

I am writing to you on behalf of Inland Rail to provide an update on the project following the *Independent Review of Inland Rail* (the Review) and the Australian Government's response.

As you may be aware, the Review addresses the planning, governance, and delivery of the Inland Rail program of work. Australian Rail Track Corporation (ARTC) and Inland Rail are working with the Government to fully understand and implement the Review's recommendations.

As part of this response, ARTC has established a wholly owned subsidiary, Inland Rail Pty Ltd (IRPL), to deliver the Inland Rail program, and both parties are currently working through transitional arrangements.

Please refer to this media release for more information on the subsidiary, including the announcement of the Chair and directors - [Inland Rail - A new way forward](#).

In the meantime, should you have any questions, please contact Inland Rail Manager Stakeholder Engagement – Albury to Parkes,

Yours sincerely

Head of Commercial

Inland Rail

Australian Rail Track
Corporation Ltd
ACN 081 455 754
ABN 75 081 455 754

Level 4, 60 Carrington Street, Sydney,
NSW 2000
GPO Box 14, Sydney, NSW 2001

1800 732 761
inlandrailenquiries@artc.com.au
inlandrail.com.au

5 CONFIDENTIAL REPORTS

COMMITTEE RESOLUTION 27/2023

Moved: Cr Graham Sinclair

Seconded: Cr Nigel Judd

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 3:25PM:

5.1 Economic Development Update

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

CARRIED

COMMITTEE RESOLUTION 28/2023

Moved: Cr Graham Sinclair

Seconded: Cr Nigel Judd

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

CARRIED

6 CLOSE MEETING

The Meeting closed at 3:34PM.

This is the minutes of the Economic Development and Visitations Committee meeting held on Tuesday 8 August 2023.

.....

GENERAL MANAGER

.....

CHAIRMAN

9 DELEGATES REPORTS**1. CR SINCLAIR**

Held the Australia Day Committee AGM a few weeks ago, with no changes to the Executive. Cr Max Oliver – Chair, Mrs Beth Firman – Secretary. If anyone has ideas or would like to lend a hand, please let the committee know.

2. CR REINHOLD

Attended the TBEG business awards. Approximately 130 people attended. Very good night, with a good buzz within the business community. Phil Bleyer, Gary Lynch and Michael Reinhold award winners.

3. CR JUDD

Also attended the TBEG business awards. Congratulations to all young entrepreneurs starting new businesses in Temora Shire.

4. CR FIRMAN

The meeting with NSW Agriculture Minister scheduled for next week has been postponed.

Temora & District Sports Council held the AGM last night 16 August. The Executive team re-elected and they have been there for a long time and are enjoying what they're doing.

REROC meeting will be held in Wagga on Friday.

General Manager and the Mayor had a series of meetings in Sydney last week. Met with Local Government Minister Ron Hoenig to discuss various issues. Minister Hoenig was very generous with his time.

General Manager and Mayor have a series of meetings in Wagga Wagga on 31 August. Meeting Federal Member for Riverina, Mayor and General Manager of Wagga Wagga City Council, Mr Giles Butler Deputy Director Riverina Murray and Regional NSW and CEO of REROC Mrs Julie Briggs.

10 MAYORAL REPORT**10.1 MAYORS REPORT - JULY 2023****File Number:** REP23/1050**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** Nil**REPORT****3 July:**

- I had a meeting with our Temora & District Hospital Manager, Mrs Wendy Skidmore.
- I chaired our Temora Local Health Advisory Council Annual General Meeting. It is an honour to have been re-elected as Chairman. Congratulations to our new Deputy Chairman Mr Robert Jordan, Secretary Mr Trevor Player and Assistant Secretary/Promotions Officer Mrs Laurel West.

4 July:

- I attended a meeting with NSW Shadow Minister for Water & Crown Lands, Ms Steph Cooke MP. This was hosted by the NSW Country Mayors Association.
- I had my first meeting with our new Temora Shire Council General Manager Ms Melissa Boxall. This is a most exciting appointment for us, with Councillors, Staff and I very much looking forward to working with her to further enhance our Shire community.
- Councillors, Senior Staff and I had a meeting with our new General Manager (Ms Boxall).
- I received a call from the NAB Regional Manager (Mr Matthew Leddy) advising the closure of Temora's NAB branch (on 28/9/2023).
- I had interviews with various media outlets re: pending closure of NAB Temora Branch.
- I had a teleconference with our Federal Member for Riverina, the Hon. Michael McCormack MP.
- I had a teleconference with our State Member for Cootamundra, the Hon. Steph Cooke MP.

5 July:

- I attended a meeting of the NSW Country Mayors Association Executive.
- I again had a series of interviews re: NAB Temora branch closure.

6 July:

- The Deputy Mayor (CR Graham Sinclair), Acting General Manager (Mrs Elizabeth Smith) and I attended a meeting with the NAB Regional Manager, Mr Matthew Leddy. We had some frank discussions, with us sincerely appreciating Mr Leddy making the effort to travel from Canberra and back just to meet with us, to hear our genuine concerns.
- The Deputy Mayor (Cr Sinclair) and I attended a working bee to set up for the upcoming Debutante of the Year Ball. The Ball is hosted by the Temora & District Education Fund.
- I attended the Debutante of the Year Ball practice, held in our Temora Memorial Town Hall.

7 July:

- I had a meeting with the Chief Executive of Murrumbidgee Local Health District (Mrs Jill Ludford) re: NSW Country Mayors Association Rural Health Forum. This Forum will be hosted at the Wagga Base Hospital on 15th September.
- I was among the 240 guests that attended our annual TDEF Debutante of the Year Ball. Council's warm congratulations are extended to our special guests of honour – our 14 Debutantes and their dashing partners.

8 July:

- The Deputy Mayor (Cr Sinclair) led a team to clean up the Temora Memorial Town Hall, after an extremely successful Ball.

10 July:

- I spent most of the day with our newly appointed General Manager of Temora Shire, Ms Melissa Boxall. We had a tour of the Chambers, Offices and several other facilities. Council believe that we continue to be in very capable hands.

11 July:

- Councillors, the General Manager (Ms Boxall), Senior Staff and I attended Council Committee Day.
- I had a teleconference with our NSW Member for Cootamundra, the Hon. Steph Cooke MP.
- I had a teleconference with the Chief Executive Officer of Murrumbidgee Local Health District, Mrs Jill Ludford.
- I had a teleconference with the Chairman of NSW Country Mayors Association, Mayor Jamie Chaffey (Gunnedah Shire).
- Cr Max Oliver and I were proud to have attended the annual Temora Lions Club Changeover Dinner, held at the Temora Ex-Services Memorial Club. Congratulations to returning President, Lion Peter McGee, his Executive and Board. We thank all Members for their selfless service and special recycling partnership with Temora Shire Council.

12 July:

- I attended Council Chambers.
- I had teleconferences with the Mayors of Cootamundra-Gundagai, Lockhart and Lachlan.
- I chaired a meeting of our St. Paul's Anglican Church Parish Council.

13 July:

- I travelled to Echuca, together with Mayor John Medcalf OAM, where we both represented NSW Country Mayors Association at a Rural Councils Victoria (RCV) Dinner.

14 July:

- Mayor Medcalf and I represented NSW Country Mayors Association at the annual Rural Councils Victoria Summit. It was an honour for us to 'fly the flag' for our Association and our member Councils.

17 July:

- I had a teleconference with the Senior Advisor (Mr Brendan Byron) to NSW Local Government Minister, the Hon. Ron Hoenig MP.
- I attended Council Chambers.
- I had a meeting with the General Manager (Ms Boxall).

18 July:

- I had a teleconference with Mayor Jamie Chaffey (Gunnedah Shire) – Chairman of NSW Country Mayors Association.
- I had a meeting with our General Manager (Ms Boxall).
- The Deputy Mayor (Cr Sinclair) hosted Council's annual rural ratepayers information evening. Our General Manager (Ms Boxall) and Managers of Engineering (Messrs Fisher & Dahlenburg) were also in attendance from Council, with some 40 rural residents attending.

19 July:

- I conducted a Minute with the Mayor with special guest, our new General Manager, Ms Melissa Boxall.
- The General Manager (Ms Boxall) and I held a meeting with Inspector Justin Faulkner (Temora Police Sector Commander).
- I chaired a meeting at Temora & District Hospital re: our Open Day. This will be held on Friday 22nd September in the grounds of Temora & District Hospital.
- I had teleconferences with Mayor Jamie Chaffey (Chairman – NSWCMA), Mayor Craig Davies (Narromine Shire) and Mayor Greg Verdon (Lockhart Shire).

20 July:

- I attended Council Chambers.
- Councillors, the General Manager (Ms Boxall), Directors, Engineers & I attended our formal meeting of Temora Shire Council. This was the meeting our new General Manager acted in the role and was greeted with a warm welcome from all gathered in the Chamber. I was honoured to have presented a TSC ladies brooch to the General Manager, on behalf of Councillors, Staff and our citizens.
- Councillors, Staff and I received a briefing from the NSW Health Infrastructure team re: Temora & District Hospital re-development masterplan. This is a most exciting and crucial project for Temora Shire.

21 July:

- I chaired a meeting of the Temora Local Health Advisory Council. This was for the Members to receive an in depth briefing of the Temora & District Hospital Redevelopment Masterplan. We're most grateful to the Health Infrastructure team for their ongoing and genuine consultation.
- I attended a meeting at Council with our General Manager (Ms Boxall), Director of Administration & Finance (Mrs Elizabeth Smith) and Temora Arts Centre Manager (Mr Jeremy Kruckel). This was to discuss the Temora Shire Art Prize.
- I had a meeting with the Chief Executive of REROC (Mrs Briggs).

22 July:

- I had a teleconference with our State Member for Cootamundra, the Hon. Steph Cooke MP.

24 July:

- I attended Council Chambers.
- I had a meeting with the General Manager (Ms Boxall).
- I chaired a meeting of the Cootamundra State Electorate Council Executive.
- I had a meeting with Mr Sheldon Reardon re: youth opportunities.
- I had a teleconference with the Chairman of NSW Country Mayors Association, Mayor Jamie Chaffey (Gunnedah Shire).

25 July:

- I had teleconference with the Treasurer of REROC (General Manager of Coolamon Shire, Mr Tony Donoghue PSM).
- I had an interview with Daily Advertiser re: Temora & District Hospital Redevelopment.

26 July:

- I attended Council Chambers.
- I had teleconferences with the offices of our Federal & State Members of Parliament.
- I had a teleconference with the Chief Executive of REROC (Mrs Briggs).
- I had an interview with the Daily Advertiser re: our recently retired General Manager (Mr G C Lavelle PSM).

27 July:

- The General Manager (Ms Boxall), Economic Development Manager (Mr Craig Sinclair) and I represented Council at a meeting with Mr David Lowy AM and officials from Temora Aviation Museum.
- I had a teleconference with Mayor Brian Monaghan of Bland Shire.
- I had a meeting with the General Manager (Ms Boxall).
- I chaired a meeting of the Temora & District Education Fund Board meeting. The Board have formally appointed the Interview Panel for this year's round of Grant Applications. They include Mr G C Lavelle PSM (Panel Chairman), Ms Melissa Boxall & Inspector Justin Faulkner

28 July:

- I had a meeting with Pastor Patricia Morris.
- I attended the Annual General Meeting of the Temora Shire Australia Day Council. Congratulations to the re-elected Executive and Committee.
- I had a teleconference with the Chief Executive of REROC (Mrs Briggs).

31 July:

- Local Government Week commenced. This is a time when we can reflect on the significance of the role played by Councillors and staff in shaping our shire community for the better.

- It was my privilege to have hosted the Mayoral Morning Tea, to kick off Local Government Week. Over 50 Temora Shire volunteers attended as our guests, whereby we could extend our thanks and praise for their contributions.
- I was invited to address the secondary students of St. Anne's Central School. I answered questions in relation to the role of Councillors and that of the Mayor. Thank you to Principal, Mr Grant Haigh, his staff and students for the warm welcome.
- I attended a videoconference meeting of the NSW Country Mayors Executive Board.
- I attended the Council Chambers.

RESOLUTION 131/2023

Moved: Cr Jason Goode

Seconded: Cr Max Oliver

It was resolved that the Mayors report be noted.

CARRIED

Report by Mayor Rick Firman

11 STAFF REPORTS

RESOLUTION 132/2023

Moved: Cr Jason Goode

Seconded: Cr Lindy Reinhold

It was resolved that Council receive Staff reports.

CARRIED

12 GENERAL MANAGER**12.7 SEALS - AUGUST 2023****File Number:** REP23/1110**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** Nil**REPORT**

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

- Agreement for Developer Infrastructure Deferred Payment – Regional Growth & Development Pty Ltd

RESOLUTION 133/2023

Moved: Cr Jason Goode

Seconded: Cr Belinda Bushell

It was resolved that Council endorse the Seal being affixed to the above document.

CARRIED

12.1 CALENDAR OF EVENTS - AUGUST 2023

File Number: REP23/949
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

AUGUST 2023

3 & 4 Country Mayors - Sydney
8 Committee Meetings
17 Council Meeting
25 RERO – Wagga

SEPTEMBER 2023

12 Committee Meetings
21 Council Meeting

OCTOBER 2023

10 Committee Meetings
19 Council Meeting

RESOLUTION 134/2023

Moved: Cr Max Oliver
Seconded: Cr Jason Goode

It was resolved that the Calendar of Events be noted.

CARRIED

12.2 NOVEMBER COUNCIL MEETING DATE

File Number: REP23/1026
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

The Local Government NSW Annual Conference will be held 12-14 November 2023 at the Rosehill Gardens Racecourse. The conference will be held from Sunday to Tuesday in the week leading up to the November Council Meeting on Thursday 16 November 2023.

Further to this the Mayor and General Manager will be attending Country Mayor's Association of NSW AGM in Sydney the following week on Thursday and Friday 23 and 24 November 2023.

In light of these commitments, Council may wish to consider delaying the November Council meeting by two weeks to Thursday 30 November 2023.

Committee Meetings are scheduled for Tuesday 7 November 2023. While there is no need to change the date of committee meetings, Council may consider deferring committee meetings to Tuesday 21 November, being the week before the revised Council meeting date.

RESOLUTION 135/2023

Moved: Cr Anthony Irvine
Seconded: Cr Max Oliver

It was resolved that Council change the date of the November Council meeting to Thursday 30 November 2023 and that Committee Meetings be held on Tuesday 21 November 2023.

CARRIED

Report by Elizabeth Smith

12.3 REPORT ON NOTICE OF MOTION - GWCC

File Number: REP23/1048
Author: General Manager
Authoriser: General Manager
Attachments: Nil

REPORT

The following report has been prepared to provide information to the Council in response to part (4) the Notice of Motion submitted by Councillor Anthony Irvine in relation to the connection of water to a property by Goldenfields Water County Council (GWCC). The Notice of Motion states:

4) investigate costs to carry out Augmentation Works with Council's Plumber and Plant and/or contractor to ascertain if there is a possibility to reduce the costs of the Augmentation Works for the residents

This report has been prepared as per section 3.12 of G2 Code of Meeting Practice:

If the general manager considers that a notice of motion submitted by a councillor for consideration at an ordinary meeting of the council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the general manager may prepare a report in relation to the notice of motion with the business papers for the meeting at which the notice of motion is to be considered by the council.

Part 4 of the Notice of Motion has strategic and financial implications for Council. Council is advised of the following:

- Municipal water reticulation is not an activity Council deliver regularly and would require design plans and a bill of quantities to enable Council to scope and cost the project for delivery
- Council has a licenced plumber, however this employee has not delivered municipal water reticulation work
- Council is currently down one staff member in the sewer and water area and our availability to deliver projects external to Council will delay Council own works and services
- The developer would have to accept 12-month defects liability for Council's work and pay GWCC a defects liability bond equivalent to 5% of the works value for the duration of the defects liability period (12 months)
- A cost would still be incurred for GWCC to pressure test and disinfect the water main
- Works by third parties external to Council would be required such as, excavation, compaction testing, works as executed drawings
- Council is not a GWCC approved contractor and would be required to make application to be established as an approved GWCC contractor
- The developer has project delivery options other than Council and GWCC

It is unlikely that Council could provide improved value to the developer and Council delivering the project will likely increase cost as well as project risk regarding quality and finance. The request being put forward at part 4 of the Notice of Motion is outside Council's core business, is

not a private works activity Council delivers to the community, and should Council undertake this activity it would affect Council's own strategic works programs.

RESOLUTION 136/2023

Moved: Cr Belinda Bushell

Seconded: Cr Lindy Reinhold

It is recommended that Council note the report.

CARRIED

12.4 NATIONAL LOCAL ROADS, TRANSPORT & INFRASTRUCTURE CONGRESS 2023**File Number:** REP23/1067**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** 1. Roads Congress Brochure [↓](#) **REPORT**

The 2023 National Local Roads, Transport & Infrastructure Congress will be held in Canberra on 6 & 7 September 2023.

Council engineering officers feel that Council should consider supporting this event to ensure that Council is across the following particularly relevant and rapidly changing areas:

- Sustainable funding of roads
- Heavy Vehicle Access
- Asset resilience / sustainability
- Decarbonisation and renewable energy
- Road safety

Council may consider nominating a Councillor and staff representative to attend the congress. Discounted early bird registration costs \$895 and closes Friday 18 August.

RESOLUTION 137/2023

Moved: Cr Jason Goode

Seconded: Cr Nigel Judd

It was resolved that Council nominate Cr Graham Sinclair and the Engineering Assets Manager Rob Fisher to attend the 2023 National Local Roads, Transport & Infrastructure Congress.

CARRIED

Report by Elizabeth Smith



2023

▶ **REGISTRATION
BROCHURE**

**KAMBRI
CULTURAL
CENTRE, ANU**

CANBERRA



**NATIONAL LOCAL ROADS,
TRANSPORT & INFRASTRUCTURE
CONGRESS**

6 - 7 September 2023

RoadsCongress.com.au



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CONGRESS SPONSORS



Australian Government

Department of Infrastructure, Transport,
Regional Development, Communications and the Arts



PRESIDENT WELCOME



Friends,

I am excited to invite you to our 2023 National Local Roads, Transport and Infrastructure Congress, to be held from 6-7 September in Canberra.

At ALGA, we have worked so hard to successfully secure you vital federal government funding to ensure you can continue to provide critical local infrastructure and local roads that our local communities and national economy depend on.

In the October 2022 Federal Budget we successfully secured \$1 billion in regional funding programs through the new Growing Regions and Regional Precincts and Partnerships programs; and the May 2023 Budget included \$350 million in new funding for metropolitan councils through the Thriving Suburbs and Urban Precincts and Partnerships programs.

More recently our strong advocacy delivered a new \$100 million Community Energy Upgrades Fund that will support us to lower our community infrastructure power bills while reducing emissions in our communities.

This year's Congress provides an opportunity to find out more about these new funding streams, while also hearing from councils, other peak bodies, and academics about the latest challenges and opportunities in the roads, transport and infrastructure arena.

We have expanded this year's program to include a broader focus on community infrastructure including waste and recycling, disaster mitigation, and renewable energy.

Importantly, our 2023 Congress will be held in Canberra during a parliamentary sitting week, providing you and your council with an opportunity to engage with federal members and other key decision makers.

I hope you can join me in Canberra this September for our 2023 National Local Roads, Transport and Infrastructure Congress.

Linda Scott

Cr Linda Scott
President, ALGA



PRELIMINARY CONGRESS PROGRAM

Tuesday 5 September

1:00 PM - 4:30 PM Technical Tour with Queanbeyan-Palerang Council

3:00 PM Registration Opens

5:00 PM - 7:00 PM Welcome Reception & Exhibition Opening
Kambri Cultural Centre, ANU

Wednesday 6 September

8:00 AM Registration | Arrival Tea and Coffee

9:00 AM **Opening Ceremony**
Welcome to Country

9:10 AM **ALGA President Opening Address**
Cr Linda Scott, President, Australian Local Government Association

9:30 AM **Keynote: Towards a sustainable road funding model for local government**
Natasha Bradshaw, Associate, Grattan Institute's Transport and Cities Program



10:15 AM **MORNING TEA**

10:45 AM **Panel: Roads, transport and infrastructure for local governments in a rapidly changing world**
Natasha Bradshaw, Associate, Grattan Institute's Transport and Cities Program

11:30 AM **Navigating federal disaster recovery and response arrangements**

12:00 PM **LUNCH**

1:00 PM **Keynote: Automated heavy vehicle access - certainty and sustainability**
Simon Buxton, Manager, Heavy Vehicle Access, Department of State Growth

1:45 PM **Panel: Preparing for automated access - data collection, infrastructure assessments and telematics**
Simon Buxton, Manager, Heavy Vehicle Access, Department of State Growth
Dr Sarah Jones, Managing Director, Driven
John Gordon, Manager, Strategic Development, Transport Certification Australia
Steve Verity, Principal Advisor, Institute of Public Works Engineering Australasia (IPWEA)

2:30 PM **AFTERNOON TEA**



Wednesday 6 September Cont.

| | | | |
|--------------------|---|---|--|
| 3:00 PM | Session 1: Stronger communities - Managing local government infrastructure with increasing natural disasters Rohit Srivastava, Director, Infrastructure, Berrigan Shire Council | Session 2: Smarter communities - How can AI improve liveability? Ben Rippingale, ANZ Business Lead, Vivacity Labs Australia & New Zealand | Session 3: Safer communities - local government innovations in active transport Associate Professor Ben Beck, Head of Sustainable Mobility and Safety Research, School of Public Health and Preventive Medicine (SPHPM), Monash University Amy Gillett Foundation presenter |
| 4:00 PM | NTRO: Safer, sustainable, resilient transport assets through data driven solutions Johan Cronjé, Portfolio Leader, NTRO Local Mornington Peninsula council & NTRO representatives | | |
| 4:45 PM | ALGA President closing remarks Cr Linda Scott, President, Australian Local Government Association | | |
| 6:30 PM - 10:30 PM | Congress Dinner National Arboretum Australia Presenter: Minister for Local Government Address, The Hon Kristy McBain MP | | |

Thursday 7 September

| | | | |
|----------|---|--|--|
| 8:00 AM | Registration Arrival Tea and Coffee | | |
| 9:00 AM | Shadow Minister's Address Senator Bridget McKenzie, Shadow Minister for Infrastructure, Transport and Regional Development | | |
| 9:30 AM | Keynote: Developments in waste and recycling | | |
| 10:15 AM | MORNING TEA | | |
| 10:45 AM | Panel: Infrastructure decarbonisation and renewable energy | | |
| 11:30 AM | Update on Federal Government infrastructure policy and programs | | |
| 12:15 PM | LUNCH | | |
| 1:15 PM | Session 1: Stronger communities - Delivering affordable housing Cr Matthew Deeth, Chair, National Growth Areas Alliance Maree Wauchope, CEO, Barunga West Council | Session 2: Smarter communities - Deploying renewable energy and emissions reduction | Session 3: Safer communities - Telecommunications infrastructure Warren Sharpe, Director, Warren Sharpe Strategic Services Pty Ltd |
| 2:15 PM | Keynote: Practical solutions for improving road safety on local roads Dr Ian Faulks, Partner, Safety and Policy Analysis International | | |
| 3:00 PM | AFTERNOON TEA | | |
| 3:30 PM | Panel: Building road safety into precincts and road design Dr Ian Faulks, Partner, Safety and Policy Analysis International Tracey Norberg, Road Safety & Traffic Officer, Goulburn Mulwaree Council Associate Professor Ben Beck, Head of Sustainable Mobility and Safety Research, School of Public Health and Preventive Medicine (SPHPM), Monash University | | |
| 4:15 PM | Closing Remarks | | |

CONGRESS SPEAKERS



The Hon Kristy McBain MP

Minister for Regional Development,
Local Government and Territories

Kristy McBain proudly grew up on the NSW Far South Coast, and she is the first woman to represent Eden-Monaro.

Since being elected in 2020, Kristy has built a formidable reputation as a plain spoken, hard-working local member who advocates with all levels of Government and all sides of politics to get results for her constituents.

A former Mayor of the Bega Shire Council, Kristy advocated day and night for people through the darkest days of the Black Summer Bushfires in 2019-20.

Kristy studied law at the University of Canberra and as the first person in her family to go to university, she is passionate that all kids get the chance to go to university or TAFE and have the opportunity to build their careers and lives in the regions as she has done.



Senator the Hon Bridget McKenzie

Nationals Senator for Victoria

Senator the Hon Bridget McKenzie is a member of the National Party and has been a Senator for Victoria since 2011. She has held ministerial office in the Turnbull and Morrison governments, also serving as the party's Senate leader since 2019. McKenzie grew up in Benalla, Victoria, and worked as a schoolteacher and university lecturer before entering politics. She was elected to the Senate at the 2010 federal election and served as a whip from 2011 to 2013. She has served variously as Minister for Rural Health (2017-2018), Sport (2017-2018), Regional Communications (2017-2018), Regional Services, Local Government and Decentralisation (2018-2019), and Agriculture (2019-2020).

**Natasha
Bradshaw**

Associate, Grattan Institute's
Transport and Cities Program

Natasha Bradshaw is an Associate in Grattan Institute's Transport and Cities Program. At Grattan, she has co-authored publications on topics including fuel taxation and car emissions-reduction policies. Her latest report, to be published later this year, is about how to better fund and maintain local roads. Natasha previously worked at the Commonwealth Treasury across a range of structural reform and social policy topics. She holds an economics degree with first class honours from the University of New South Wales.

**Simon
Buxton**

Manager, Heavy Vehicle Access,
Department of State Growth

Simon Buxton has worked in the roads and bridges industry for over 41 years, working in the UK and Australia in both the public and private sectors. He is currently the Manager of Heavy Vehicle Access at the Department of State Growth in Tasmania. Simon is the architect of the world-leading Tasmanian Heavy Vehicle Access Management System (HVAMS). It is the first fully automated access system for restricted access vehicles in Australia and is paving the way for access certainty for industry and greater sustainability for road manager assets.

**John
Gordon**

Manager, Strategic
Development, Transport
Certification Australia

John Gordon is Manager, Strategic Development at Transport Certification Australia, and holds a Bachelor of Science degree. He has over 20 years' experience in transport strategy and policy, including five years as a consultant to several national transport bodies. This work included national stakeholder engagement and work program prioritisation, leading the horizon scanning and strategy branch of Queensland's Transport and Main Roads, and project managing key elements of the national Heavy Vehicle Charging and Investment program.





Dr Sarah Jones

Managing Director, Driven

Dr Sarah Jones is one of Australia's foremost authorities on road transport regulation and supply chains. She is the Managing Director of the consulting firm Driven.

Dr Jones sits on several boards including the Industry Advisory Board for Healthy Heads in Trucks and Sheds, the Austroads Charting a path to eliminating road death and serious injury Expert Advisory Panel and the Truck and Bus Safety Committee at the Transportation Research Board in Washington.

Dr Jones has formerly held senior roles at Toll Group, the National Transport Commission and the Western Australian Department of Transport. She is widely published in Australia and internationally and was recognised as one of Australia's 100 Women of Influence for her work in transport public policy in 2013.



Steve Verity

Principal Advisor, Institute of Public Works Engineering Australasia (IPWEA)

Steve is a fellow member of the Institute of Public Works Engineering Australasia (IPWEA). He has over 30-years' infrastructure management experience across the public and private sectors. He is a prominent thought leader in the sustainable management of built infrastructure assets and is the Principal Advisor for the IPWEA Asset Management Program. Steve is regularly sought by governments on various infrastructure planning and reporting reform initiatives.

**Rohit
Srivastava**

Director, Infrastructure, Berrigan
Shire Council

Rohit works as Director, Infrastructure at Berrigan Shire Council, NSW. He has more than 20 years of experience in managing public infrastructure and has worked for utilities, engineering consultants, management consultants and local government. He believes in continuous improvement and likes to share the lessons drawn from challenges faced by Berrigan Shire during and after 2022 flood event – how Council managed the flood damage assessment, claim process and the works.

**Ben
Rippingale**

ANZ Business Lead, Vivacity
Labs Australia & New Zealand

Ben Rippingale is the Business Lead for Vivacity Labs Australia & New Zealand. Ben is a seasoned business leader in the field of Spatial Sciences, helping domain experts identify solutions to complex design and operational issues through a combination of bespoke and Commercial-Off-The-Shelf software, Software as a Service, Artificial Intelligence and Machine Learning, and Internet-of-Things technologies.

**Associate Professor
Ben Beck**

Head of Sustainable Mobility &
Safety Research, School of Public
Health and Preventive Medicine,
Monash University

Associate Professor Ben Beck is the Head of Sustainable Mobility & Safety Research in the School of Public Health and Preventive Medicine at Monash University and an Australian Research Council Future Fellow. Ben is an internationally renowned leader in active transport research, especially in relation to bike riding. He established and leads an interdisciplinary program of research that brings together experts in public health, urban and transport planning, engineering, complex systems science, data science and AI, behaviour change and road safety to advance the safety, accessibility and equity of active mobility. Ben's program of research is underpinned by developing world-leading data systems, cutting-edge methods and data-driven solutions, and partnering with government, industry, not-for-profit organisations and the community to untap the potential of active transport to transform population and planetary health.

**Warren Sharpe**

Director, Warren Sharpe Strategic Services Pty Ltd

Warren Sharpe OAM recently retired as Director Infrastructure Services after 38 years of service to the Eurobodalla community on the south coast of NSW.

Warren was also Eurobodalla's Local Emergency Management Officer, including during the devastating 2019-20 bushfires and numerous flood and storm disasters over more than two decades, as well as through the COVID-19 pandemic.

Warren authored the Eurobodalla Critical Infrastructure Resilience Plan 2020 (last updated 2022) and various responses to the NSW Bushfire Inquiry and Royal Commission into National Natural Disasters. He also led the infrastructure and agriculture recovery post the bushfires and floods.

Warren is well known in the LG sector given his long term commitment to the broader sector as Immediate Past President IPWEA NSW/ACT, a member of the NSW Roads and Transport Directorate and South East Australian Transport Strategy Inc as well as other State and Australasian committees and Boards.

**Dr Ian Faulks**

Partner, Safety and Policy Analysis International

Dr Ian Faulks is a psychologist working in transportation safety, traffic policing and workplace safety. He has particular interests in traffic safety, graduated driver licensing systems, traffic offender management, road policing, and human factors aspects of new automotive and digital technologies.

**Tracey
Norberg**

Road Safety & Traffic Officer,
Goulburn Mulwaree Council

Tracey Norberg has worked as a Road Safety and Traffic Officer for the past 9 Years with Goulburn Mulwaree Council. In that time Tracey has implemented projects covering speed, motorcycles, learner drivers, fatigue, drink driving, the heavy vehicle industry and older drivers. Tracey also works closely with local schools to address driver education and infrastructure standards to improve pedestrian safety. Tracey is also responsible for analysing local crash data to apply for Black Spot funding on local roads, and is the secretary of the ACRS ACT Chapter. She also works for a Road Safety Audit company as a lead auditor, and has carried out road safety audits on the Snowy 2.0 heavy vehicle haulage route, the new design of Nowra Bridge and upgrades to the Newell Highway.

**Cr Matthew
Deeth**

Chair, Regional Growth Alliance

Cr Matthew Deeth has been Chair of the National Growth Areas Alliance since 2019, representing fast-growing local governments in outer metropolitan areas of Australia's capital cities, where 5.3million people live. Matt is the Deputy Mayor at Wollondilly Shire Council in Sydney's outer south-west. He was first elected to Council in 2016 and served as Mayor in 2018/20. He has lived in Wollondilly all his life and is raising two young children there with his wife. Matt is passionate about the opportunities offered by fast-growing communities which are too often hampered by incremental, ad-hoc and uncoordinated planning decisions which leave a substantial cost for local government now and into the future.



VENUE

The Kambri Cultural Centre is a vibrant hub of culture and community located at the Australian National University in Canberra, Australia. This state-of-the-art facility is home to a diverse range of arts and cultural events, including exhibitions, performances, workshops, and talks. With its stunning architecture and beautiful natural surroundings, the Kambri Cultural Centre is a must-visit destination for anyone interested in exploring the rich cultural heritage of Australia and the wider world. Whether you're a student, a local resident, or a visitor to Canberra, there's something for everyone at the Kambri Cultural Centre.

CULTURAL CENTRE KAMBRI, ANU

Tangney Road, Acton, ACT 2601

LOCATION

Australian Capital Territory (ACT) is known for its leafy suburbs, wide-open spaces, and beautiful scenery, Canberra offers a unique blend of history, culture, and modernity.

As the seat of government, Canberra is home to many national institutions, including the Australian Parliament House, the Australian War Memorial, and the National Gallery of Australia. Visitors can explore these world-class museums and galleries, as well as enjoy the beautiful parks and gardens that surround them.

Canberra also boasts a thriving food and wine scene, with a range of cafes, restaurants, and bars serving up delicious cuisine and local wines. The city is also a hub of outdoor activity, with ample opportunities for hiking, cycling, and exploring the surrounding nature reserves and parks.

Whether you're interested in history, culture, food, or outdoor adventure, Canberra has something for everyone. Come and discover this beautiful city for yourself!

REGISTRATION

**REGISTER ONLINE AT
ROADSCONGRESS.COM.AU**

EARLY REGISTRATION \$895

Payment received on or before Friday 18 August 2023

LATE REGISTRATION \$990

Payment received after Friday 18 August 2023

DAY REGISTRATION \$500

Rate is per day

REGISTRATION INCLUDES:

- » Attendance at all Congress sessions
- » One ticket to the Welcome Drinks, Tuesday
- » One ticket to the Congress Dinner, Wednesday
- » Morning tea, lunch and afternoon tea as per the Congress program
- » Congress satchel and materials

PAYMENT PROCEDURES

Payment can be made by:

- » Credit card: MasterCard or Visa
- » Electronic Fund Transfer:

Account: ALGA Roads Congress

Bank: Commonwealth

Branch: Woden ACT

BSB No: 062 905

Account No: 1014 6120

CANCELLATIONS OR ALTERATIONS

All alterations or cancellations to your registration must be made in writing and will be acknowledged by email. Notification should be sent to:

Conference Co-ordinators

PO Box 905

WODEN ACT 2606

E-mail: conference@confco.com.au

An administration charge of \$110.00 will be made to any participant cancelling before Friday 4 August 2023. Cancellations received after Friday 4 August 2023 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost.

By submitting your registration you agree to the terms of the cancellation policy.

PHOTOGRAPHS

There will be photographs taken at the Congress during the sessions and social functions. If you have your photo taken it is assumed that you are giving consent for ALGA to use the image. Images may be used for print and electronic publications.

PRIVACY DISCLOSURE

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities. If you consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form.

Importantly, your name may also be included in the Congress List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.

All prices quoted include GST

ALGA ABN 31 008 613 876

ACCOMMODATION

You can book your accommodation when you register online:
ROADSCONGRESS.COM.AU



AVENUE HOTEL - 5 Star

80 Northbourne Avenue, Canberra

The Avenue Hotel is 5 star options in the Canberra city and offers guests both studio and apartment style rooms. The hotel is a 15-minute walk to the Congress venue and has an onsite restaurant and bar, 24 hour reception, room service, gymnasium, undercover parking (charges apply per night) and guest lounge. All rooms have king size beds, rainfall showers, balconies, mini bar and free WiFi. The apartments also have a fully functioning kitchen.

Twin option is only available in superior rooms and consists of two king singles.

Superior King Rooms: \$290 per night

1 Bedroom Apartments: \$330 per night



NOVOTEL CANBERRA - 4 Star

65 Northbourne Avenue, Canberra

Located on Northbourne Avenue, one of Canberra's main thoroughfares, the Novotel is a 10 minute walk from the Congress venue.

The hotel offers 24 hour reception and room service, an onsite restaurant and bar, a newly renovated indoor pool, gymnasium and undercover parking (charges apply per night).

Standard rooms have a queen size bed, mini bar, tea/coffee making facilities, internet access (for a fee), pay per view movies and climate control air-conditioning.

Standard Queen Room: \$245 per night

Rates listed are only available on the congress website and are room only.

CONGRESS SOCIAL PROGRAM



WELCOME RECEPTION

TUESDAY 5 SEPTEMBER: 5.00PM - 7.00PM

This year the Congress welcome reception & exhibition opening will be on-site at the Kambri Cultural Centre, ANU. This will be a great opportunity for delegates and exhibitors to network.

- Included in full registration fees
- \$50 for guests
- Dress code: Smart casual



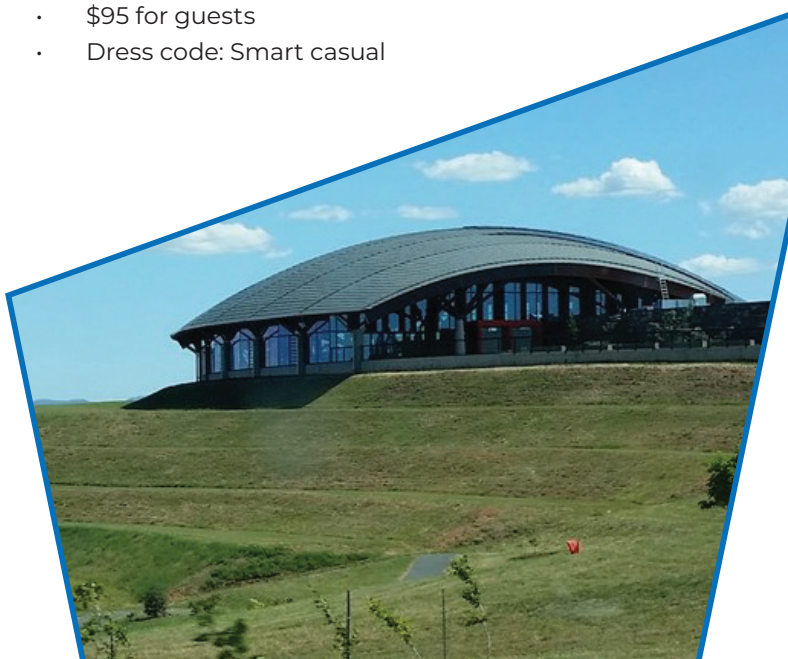
CONGRESS DINNER

WEDNESDAY 6 SEPTEMBER: 6.30PM - 10.30PM

The venue is the visitors centre at the National Arboretum.

The National Arboretum Canberra is a 250-hectare attraction located in the Australian Capital Territory. It features a vast collection of rare and endangered trees from around the world, as well as several gardens, walking trails, and architectural landmarks.

- Included in full registration fees
- \$95 for guests
- Dress code: Smart casual



EXHIBITION AND SPONSORSHIP OPPORTUNITIES



Book your booth for the 2023 National Local Roads, Transport & Infrastructure Congress now!

The Congress delegates are key influencers and decision makers within councils, so the Congress provides a valuable networking and sales opportunity for businesses and organisations who want councils to use their products and services. Councils in Australia are big businesses with an annual expenditure of around \$43 billion. Around \$10 billion of this is spent on roads and other community assets.

In 2020-21, local government non-financial assets including roads, community infrastructure such as buildings, facilities, airports, water, and sewerage were valued at more than \$500 billion. Councils also employ 190,800 people, across more than 400 different occupations.

If you are interested in exhibiting, please call Conference Co-ordinators for more information on 02 6292 9000.

ALGA also has a range of sponsorship opportunities available for the 2023 Congress in Canberra. You can have a sponsorship package tailored to your requirements.

For further information about sponsorship contact ALGA on 02 6122 9400 or events@alga.asn.au

Visit the website to book a booth now:

RoadsCongress.com.au

12.5 LGNSW CONFERENCE - MOTIONS**File Number:** REP23/1076**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** 1. LGNSW Conference Motion Submission Guide [↓](#) **REPORT**

A Council delegation will be attending the LGNSW Conference in Rosehill on 12-14 November. Councils are welcome to submit motions for debate at the conference. The motions should relate to strategic local government issues which affect members state-wide and introduce new or emerging policy issues. While the deadline for online submission of motions is 15 September 2023, Council can submit motions up to 15 October 2023.

It is requested that any Councillor wishing to submit a motion to the conference, submit the motion to the General Manager by Thursday 14 September to facilitate inclusion in the September Council business paper, noting the requirements set out in the attached Guide.

RESOLUTION 138/2023

Moved: Cr Graham Sinclair

Seconded: Cr Claire McLaren

It was resolved that Council note the report.

CARRIED***Report by Elizabeth Smith***



LGNSW 2023 Annual Conference Motion Submission Guide

**ONE VOICE
FOR COUNCILS**

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MOTION SUBMISSION GUIDE

1. Introduction

Each year, LGNSW members submit a range of motions to the Annual Conference conducted by Local Government NSW (LGNSW). These motions relate to strategic local government issues which affect members state-wide and introduce new or emerging policy issues. They are debated and resolved by Conference delegates, with successful resolutions guiding LGNSW's advocacy priorities for the year ahead.

All LGNSW member councils are invited to submit motions to the Annual Conference, with the following guide outlining the motion development and submission process.

2. Deadlines

- Motion submission will open on **Monday 24 July 2023**.
- Members are encouraged to submit motions [online](#) as early as possible before **15 September 2023**, to allow assessment of the motions and distribution of the Business Paper before the Conference.
- Under LGNSW Rules, the latest date motions can be accepted for inclusion in the Business Paper is **12 midnight (AEDT) on Sunday 15 October 2023** (28 days prior to Conference).

3. Criteria for motion submission

The LGNSW Board has resolved that motions will be included in the Business Paper for the Conference only where they:

1. are consistent with the objects of LGNSW (see Rule 4 of the Association's [rules](#)),
2. relate to or concern local government as a sector in NSW and/or across Australia,
3. seek to establish or change policy positions of LGNSW and/or improve governance of the Association (noting that the LGNSW Board is responsible for decisions around resourcing any campaigns or operational activities, and any necessary resource allocations will be subject to the LGNSW budgetary process),
4. have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws),
5. are clearly worded and unambiguous in nature, and
6. do not express preference for one or several members over one or several other members.

Before submitting motions for this year's Annual Conference, members are encouraged to review [Action Reports](#) (on the member only pages of the LGNSW website) from previous Conferences and the [LGNSW Policy Platform](#) to ensure the proposed motion wording reflects any recent developments and does not duplicate existing policy positions.

4. How to write a motion

Motions adopted at Conferences inform LGNSW's advocacy actions on behalf of the local government sector. LGNSW includes the exact wording of motions when writing to ministers, departments and agencies post-conference, so it is important that the wording of motions clearly outlines your council's policy intent or objective.

The format of motions, as much as possible, should call on a specific body (e.g. LGNSW, state government, federal government, a specific department or minister) and have a specific outcome that the motion is aiming to achieve. The wording should be unambiguous.

Examples of clearly-worded Annual Conference motions:

Local government representation on National Cabinet

That Local Government NSW lobbies the Australian Government for permanent local government representation on the National Cabinet.

Natural Disaster Funding, Day Labour

That LGNSW requests the Australian and NSW governments reinstate the claimable expense for the use of council staff during their normal working hours to attend to natural disaster relief and recovery funded works and reverse the present policy that effectively requires the mandatory use of contractors for recovery works.

Companion Animal Act matters

That LGNSW advocates that the NSW Government takes the following steps to improve the management of companion animals:

- establish an integrated on-line statewide registration process as an improved service to companion animal owners;
- resolve difficulties with the *Companion Animals Act 1998* definition of an "Authorised Officer", by using the definition contained in the *Impounding Act 1993* as the definition in both Acts, allowing councils choice in the business model for its area; and
- review the dismissal of charges under section 10 of the *Crimes (Sentencing Procedure) Act 1999* in relation to offences under the *Companion Animals Act 1998*.

For more examples see Business Papers from past Conferences on the [LGNSW website](#).

5. Demonstrating evidence of council support for motion

The member submitting the motion must provide accompanying evidence of support for the motion. Such evidence takes the form of an attachment note or extract from the minutes of the council meeting, at which the member council resolved to submit the motion for consideration by the Conference. In the absence of a council meeting, the evidence should be a letter signed by both the Mayor and General Manager.

6. How to submit a motion

LGNSW members are invited to submit motions through an [online portal](#) from **24 July 2023**.

Attachment A provides detailed instructions on how to submit motions via the online portal.

7. How LGNSW manages incoming motions

The LGNSW Board has established a committee and delegated the function of managing incoming motions for the Conference to this committee. The Chief Executive will refer motions to the committee and the committee will assess whether the motion meets or does not meet the Board-endorsed criteria. This assessment forms the final decision on which motions are included in the Conference Business Paper.

Prior to the committee making a final decision, LGNSW may contact the council that submitted the motion to seek clarity on its intent or wording.

Incoming motions which seek to change any long-held [Fundamental Principles](#) (Part A of the Policy Platform), will be highlighted in the Business Paper for members' information at time of voting.

Motions which are consistent with existing LGNSW positions or current LGNSW actions, or that are operational and can be actioned without a Conference resolution, may still be printed in the Business Paper but will not be debated at the Conference.

8. Late motions

Late items are only to be included in the Business paper addendum if, in addition to the above criteria, the late items relate to highly urgent matters that have arisen after the deadline for the motion submission has passed.

In considering whether a late item relates to a highly urgent matter, the Policy Review Working Committee is to have regard to:

- (a) whether the late item has arisen after the deadline for motions has passed, and
- (b) whether the urgency of the matter justifies it being presented to voting delegates with short notice and limited opportunity to review and consider before they are required to vote on the motion.

9. What happens to motions at the LGNSW Annual Conference

Standing orders are outlined at the front of the Business Paper and adopted at the commencement of each Conference. They outline the manner in which the Conference deals with motions. The standing orders adopted at past conferences can be found on our [website](#).

During debate on motions at Conference, the standing orders generally permit councillor delegates to speak in support of or against each motion. Following a vote on a motion, the motion is either carried and becomes a resolution of the Conference, or it is defeated.

10. Post-conference: Updates to the LGNSW Policy Platform

LGNSW's [Policy Platform](#) consolidates the voices of councils across NSW, reflecting the collective positions of local government on issues of importance to the sector. Importantly, the Policy Platform guides LGNSW in its advocacy on behalf of the local government sector.

The Policy Platform consists of two parts: LGNSW's Fundamental Principles, and the more targeted Position Statements.

- **Fundamental Principles** are the enduring and overarching principles that direct LGNSW's response to broad matters of importance to the local government sector. These Fundamental Principles are endorsed (or amended) by LGNSW members at Annual Conferences.
- **Position Statements** contain LGNSW's more detailed positions on specific issues and guide LGNSW's work on, and response to, policy issues of the day. Position Statements are subordinate to LGNSW's Fundamental Principles but are more agile and are targeted at specific policy issues as they arise.

Changing Fundamental Principles

Where a motion conflicts or may conflict with a Fundamental Principle, this will be clearly highlighted for delegates in the Conference Business Paper. If the motion is adopted as a resolution at Conference, then the relevant Fundamental Principle will be changed.

It is expected that changes to the Fundamental Principles will be uncommon, given their broad focus and general acceptance among the local government sector.

Changing Position Statements

Following each Conference, LGNSW will review resolutions of that Conference to determine whether the intent of each resolution is adequately covered by existing Position Statements. Where the Position Statements do not adequately include the intent of a resolution, LGNSW will update an existing Position Statement or draft a new Position Statement for inclusion in the LGNSW Policy Platform.

LGNSW members will be informed of updates to the LGNSW Policy Platform.

11. Post-conference: Determining LGNSW Advocacy Priorities

Following the LGNSW Annual Conference, LGNSW will review the resolutions and identify key areas of focus to guide LGNSW's advocacy for the coming year. These areas of focus are also informed by member feedback, the LGNSW strategic plan, position statements, emerging issues, and Board input.

LGNSW's Advocacy Priorities for the following year are then submitted for endorsement by the LGNSW Board, and communication to members via email.

As LGNSW undertakes advocacy actions on each of the Conference resolutions throughout the year, these actions and their outcomes will be published in LGNSW's Action Report. ([Past Action reports](#) are available on the member only pages of the LGNSW website).

12. Further information

For further information on the motion submission process, please contact Jo Harney, LGNSW Policy Officer at policy@lgnsw.org.au.

13. Frequently Asked Questions

How do I know if my proposed motion is consistent with existing LGNSW policy positions?

The subject matter expert within council is best placed to identify this (for example, if the motion relates to a planning matter, this question should be answered by the Planning Manager). Subject matter experts are encouraged to review LGNSW's [Policy Platform](#) to gain an understanding of LGNSW's position on a particular matter to help identify whether your proposed motion is consistent.

What is the deadline for submitting motions?

Members are encouraged to submit motions [online](#) as soon as possible to allow assessment of the motions and distribution of the Business Paper before the Conference. However, in line with the LGNSW Rules, the latest date motions can be accepted for inclusion in the Conference Business Paper is **12 midnight AEST on Sunday 15 October 2023** (28 days prior to Conference).

LGNSW can receive more than 300 motions for an Annual Conference. Submitting motions as early as possible helps LGNSW to manage the large volume of motions received within a short period of time and allows LGNSW to seek clarification on any motions if required.

However, the LGNSW Rules allow councils to submit motions with less than 28 days' notice and the LGNSW Board may, in some circumstances, allow these to be considered at Conference as a **late item** (but not included in the Business Paper).

I'm unsure which motion category or sub-category I should select in the online portal

If you are unsure, just select the category you think best fits. LGNSW can re-categorise the motion if necessary.

Who should be the council contact for motions?

We recommend the council contact is someone who is available during the months that motions are open, and able to respond promptly to communications between your

council and LGNSW. Some councils have identified the General Manager and others have identified a Governance Manager – it is a decision for each council.

How can I amend my council's motion that I've already submitted?

Once a motion has been submitted it cannot be edited without contacting LGNSW so please review the content carefully before submission. If you need to edit a submitted motion, please contact Jo Harney, Policy Officer at policy@lgnsw.org.au. You may need to provide evidence of support for the change (see section 5).

ATTACHMENT A - STEP BY STEP GUIDE TO LODGING MOTIONS IN THE ONLINE PORTAL

This section provides step-by-step instructions to assist council staff in lodging a motion via our online portal Survey Monkey Apply.

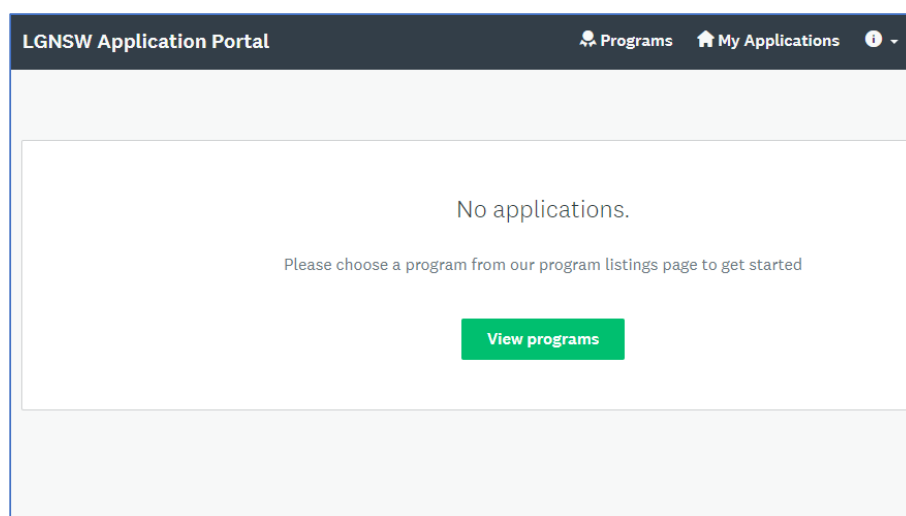
- Member councils are invited to submit motions for the LGNSW Annual Conference via [Survey Monkey Apply](#) from **24 July 2023**.
- Under LGNSW Rules, the latest date motions can be accepted for inclusion in the Business Paper is **12 midnight (AEDT) on Sunday 15 October 2023** (28 days prior to Conference).
- Once a motion has been submitted it cannot be edited without contacting LGNSW, so please review the content carefully before submission.

For further assistance contact Jo Harney, LGNSW Policy Officer at policy@lgnsw.org.au.

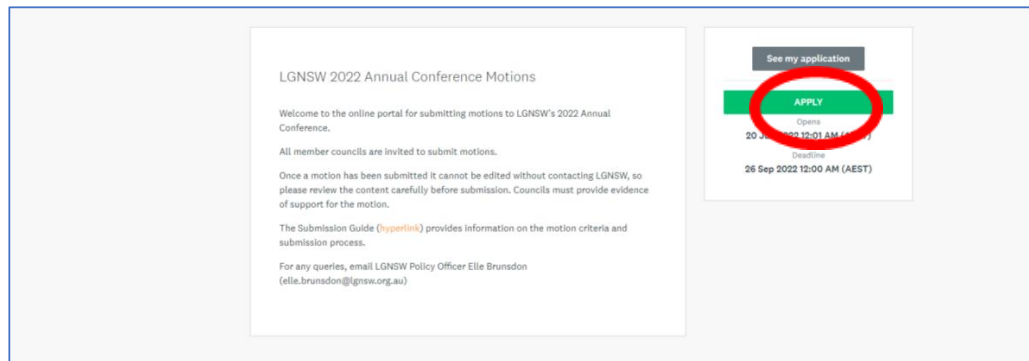
Step 1: Log into [LGNSW's online portal](#) using the same password you use to access the LGNSW member website. If you don't know your password, click "forgot password" to reset your password.

Note: you will need to register if you are logging in for the first time.

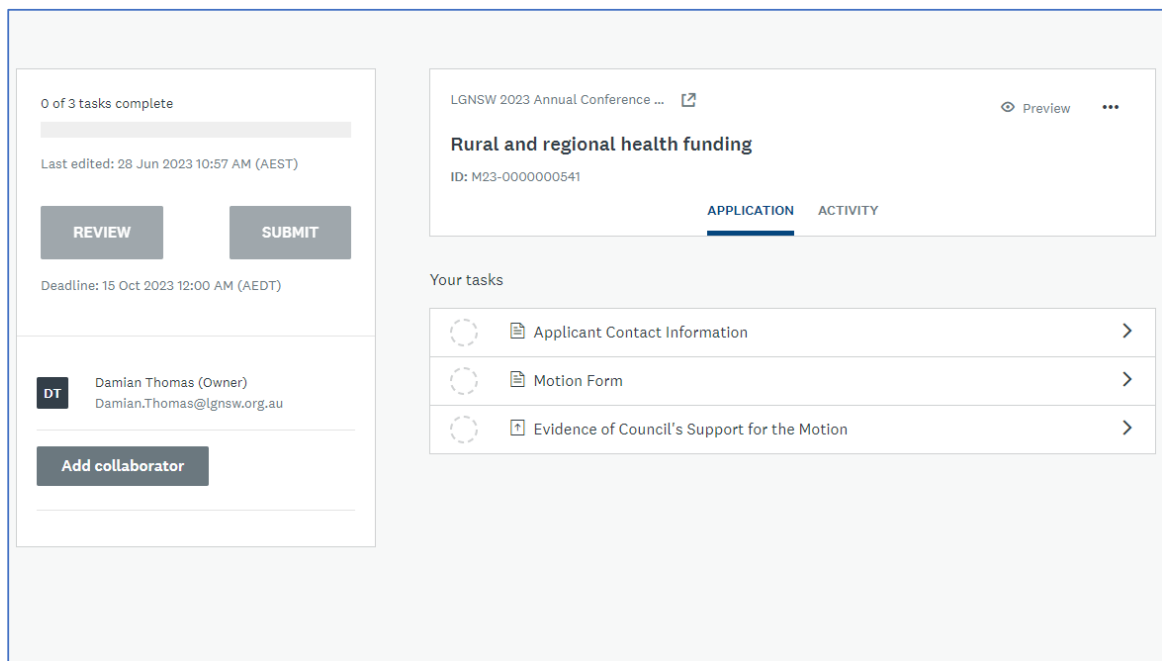
Step 2: Click *View Programs* and then select *LGNSW 2023 Annual Conference Motions*.



Step 3: Click **APPLY**.



Step 4: Add your motion title (a few words). You will then be taken to the landing page which will show three tasks to complete:



Step 5: Click on 'Applicant Contact Information' to add the contact information. This should be the relevant officer within your council who can respond to any questions from LGNSW about the motion promptly. Click **MARK AS COMPLETE** once finished.

← Back to application

LGNSW 2023 Annual Conference Motion...
Rural and regional health funding
ID: M23-0000000541

Applicant Contact Information >

Motion Form

Evidence of Council's Support for the Motion

0 of 3 tasks complete

Last edited: 28 Jun 2023 10:57 AM (AEST)

REVIEW SUBMIT

Deadline: 15 Oct 2023 12:00 AM (AEDT)

Applicant Contact Information

Contact details

Contact Name

Contact Job Title

Contact Email

Contact Phone

SAVE & CONTINUE EDITING MARK AS COMPLETE

Step 6: Click 'Motion Form' to add the motion details.

Motion category and sub-category assists with categorising motions and grouping related motions in the Conference Business Paper.

Motion wording should include a sentence or two which includes the call to action.

Background note should provide a paragraph or two to explain the context and importance of the issue to the local government sector.

Click **MARK AS COMPLETE** once finished.

← Back to application

LGNSW 2023 Annual Conference Motion

Rural and regional health funding

ID: M23-0000000541

✓

Applicant Contact Information

○

Motion Form

>

○

Evidence of Council's Support for the Motion

1 of 3 tasks complete

Last edited: 28 Jun 2023 11:02 AM (AEST)

REVIEW

SUBMIT

Deadline: 15 Oct 2023 12:00 AM (AEDT)

Motion Form

Council/member name

Motion Category

Motion Title

Rural and regional hea

Motion Wording

Motion Background

Maximum 1 or 2 paragraphs

SAVE & CONTINUE EDITING

MARK AS COMPLETE

Step 7: Click 'Evidence of Council's Support for the Motion' and attach the relevant file. This could be an extract of council meeting minutes. Click **MARK AS COMPLETE** once finished.

Item 12.5- Attachment 1

Page 122

← Back to application

LGNSW 2023 Annual Conference Moti...
Rural and regional health funding
ID: M23-0000000541

✓ Applicant Contact Information

✓ Motion Form

○ Evidence of Council's Support for the Motion >

2 of 3 tasks complete

Last edited: 28 Jun 2023 11:05 AM (AEST)

REVIEW SUBMIT

Deadline: 15 Oct 2023 12:00 AM (AEDT)

○ Evidence of Council's Support for the Motion ...

Task instructions [Hide](#)

Attach evidence of council support for the motion (i.e. extract of the minutes of the meeting at which the member resolved to submit the motion for consideration by the Conference, or in the absence of a council meeting, a letter signed by the Mayor and General Manager)

↑

ATTACH FILE

[Show accepted formats](#)

MARK AS COMPLETE

Step 8: Once you have completed all tasks (a green tick is displayed next to each task), click **SUBMIT**.

← Back to application

LGNSW 2023 Annual Conference Moti...
Rural and regional health funding
ID: M23-0000000541

✓ Applicant Contact Information

✓ Motion Form

✓ Evidence of Council's Support for the Motion >

3 of 3 tasks complete

Last edited: 28 Jun 2023 11:09 AM (AEST)

REVIEW SUBMIT

Deadline: 15 Oct 2023 12:00 AM (AEDT)

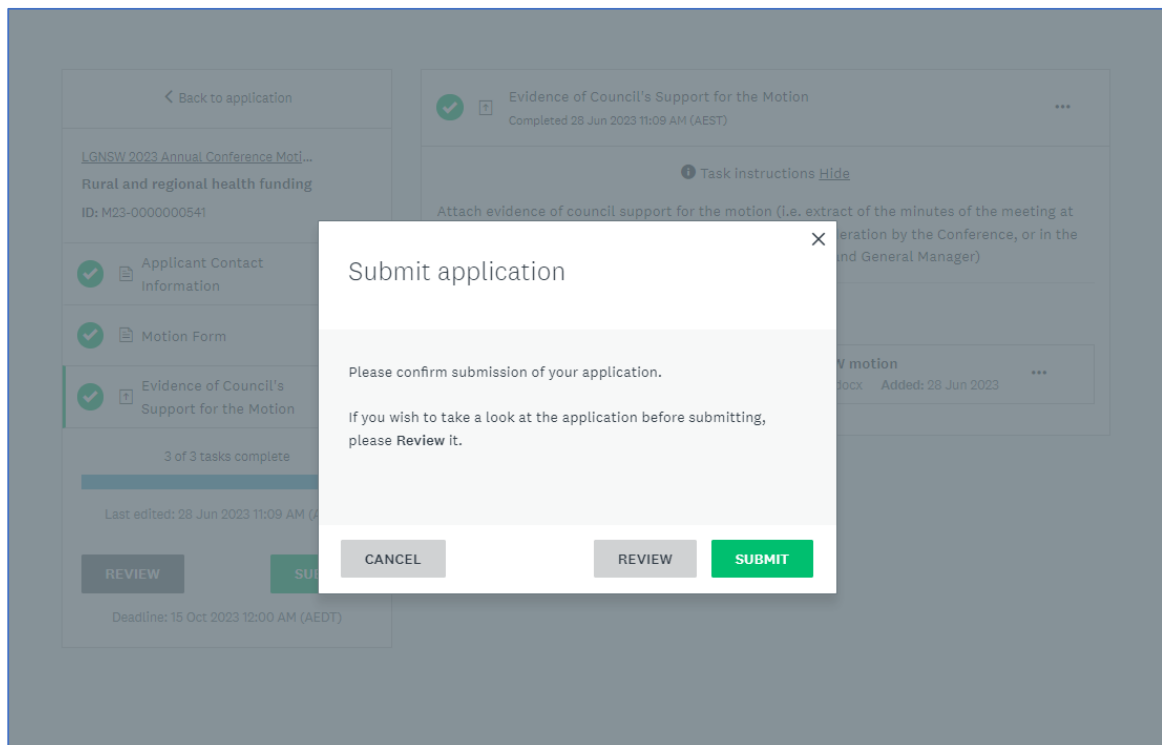
✓ Evidence of Council's Support for the Motion
Completed 28 Jun 2023 11:09 AM (AEST) ...

Task instructions [Hide](#)

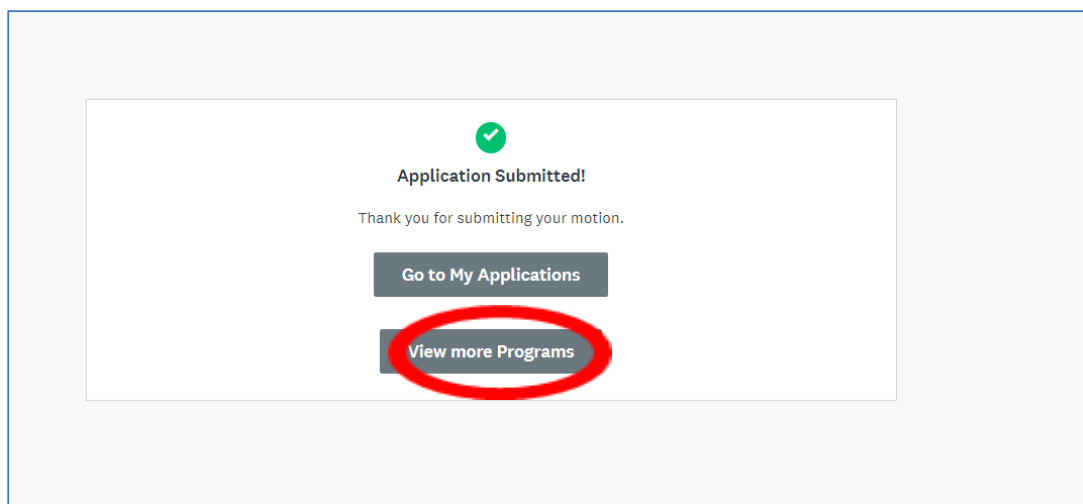
Attach evidence of council support for the motion (i.e. extract of the minutes of the meeting at which the member resolved to submit the motion for consideration by the Conference, or in the absence of a council meeting, a letter signed by the Mayor and General Manager)

Council minutes - Evidence of support for LGNSW motion
Filename: Council_minutes_-_Evidence_of_sup_SZxJAprn.docx Added: 28 Jun 2023 ...

Step 9: You will be asked to confirm submission of the motion. There is an option to review the motion before submitting. When you are ready, click **SUBMIT**.



Step 10: If you are submitting multiple motions, click 'View more Programs'. This will take you back to the landing page to submit more motions.



Step 11: An automated confirmation email will be sent to the email address listed in the 'Applicant Contact Information' section.

LGNSW Annual Conference: Motion has been submitted



noreply@mail.smapply.net

To Damian Thomas



11:23 AM

If there are problems with how this message is displayed, click here to view it in a web browser.

CAUTION: This email originated from outside of LGNSW. Do not click links or open attachments unless you recognise the sender and know the content is safe.

LGNSW Application Portal

Your motion to the LGNSW Annual Conference has been submitted.

To submit another motion, visit: <https://lgnsw-grants-portal.smapply.io/saml2/login/>

Once you have logged in, click on 'programs' to submit a motion.

You are receiving this email from LGNSW Application Portal - Local Government NSW.

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12.6 PSYCHOSOCIAL HAZARDS - CHANGES TO WORKPLACE HEALTH AND SAFETY LEGISLATION AND NEW OPERATIONAL PROCEDURE WHS-125

File Number: REP23/1101

Author: Enterprise Risk Manager

Authoriser: Engineering Asset Manager

Attachments:

1. Operational Procedure WHS-125 [↓](#) 
2. WHS Regulation 2017, Division 11 [↓](#) 
3. Memorandum of Advice from Denman Chambers Barristers [↓](#) 

TEMORA SHIRE COUNCIL

REPORT

The purpose of this report is to Hazards to Council for acknowledged

WHS-125 was developed in re Regulations in late 2022, specific

Under the Regulations psychos changes apply to all workplaces in

Temora Shire Council staff have Council's acknowledgement of th and to ensure that they remain in

Attached also is a Memorandum 2015 by Mr Bruce Hodgkinson obligations of Elected Councillors

The MOA is published on the LGN

<https://www.lgnsw.org.au/common/Uploaded/2015/11/17/whs-act-councillors-obligations-2015.pdf>

Further updates to related policies and procedures are underway and will be reported to Council as required.



TEMORA
The Friendly Shire

WHS-125: Managing Psychosocial

place Health and Safety (WHS) which is attached for reference.

ne as physical hazards and the

anges and this report requests illors are aware of the procedure WHS Act and WHS Regulation.

al Government NSW (LGNSW) in isters. The advice outlines the

WHS-125:

RESOLUTION Managing Psychosocial Hazards

Moved: Cr Jason Goode

Seconded: Cr Max Oliver

It was resolved that:

1. That Council note the attached Operational Procedure WHS-125
2. That Council note the attached Division 11 of the Workplace Health and Safety Regulation 2017
3. That Council note the attached Memorandum of Advice regarding the obligations of Elected Councillors under the WHS Act

Active

CARRIED

Review Details**ABOUT THIS RELEASE****DOCUMENT NAME:** Managing Psychosocial Hazards**CODE NUMBER:** WHS-125**AUTHOR:** Temora Shire Council**ENDORSEMENT DATE:** June 2023**REVIEW**

| Revision Date | Revision Description | Review by | Date approved by Council | General Managers Endorsement |
|---------------|----------------------|-----------|--------------------------|------------------------------|
| June 2023 | Initial Document | WHS/Risk | N/A | MB, July 2023 |

PLANNED REVIEW

| Planned Review Date | Revision Description | Review by |
|---------------------|----------------------|-----------|
| June 2026 | Scheduled Review | WHS/Risk |
| | | |
| | | |

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1. Purpose

The purpose of this procedure is to improve worker health, safety, and wellbeing at Temora Shire Council by assisting people leaders to manage psychosocial risks in the workplace.

2. Scope

This procedure applies to all Council workers at workplaces under the management or control of Temora Shire Council.

This procedure does not cover grievance matters or the management of bullying or work-related aggression and violence and does not extensively detail the necessary ongoing management of a psychological injury that results in a workers compensation claim.

3. Introduction and process

This procedure was introduced in direct response to changes to the NSW WHS Regulation 2017 (NSW); an all-Staff Survey conducted in 2022 and the 2022 StateCover WHS Self-Audit.

Psychosocial hazards in the workplace can impact people in a variety of ways, and may result in:

- Psychological conditions such as depression, anxiety, adjustment disorders, and post-traumatic stress disorder
- Physical conditions such as cardiac and musculoskeletal disorders
- Unhealthy lifestyle choices such as poor diet, smoking and alcohol and other drug misuse
- Safety incidents and errors at work
- Reduced productivity

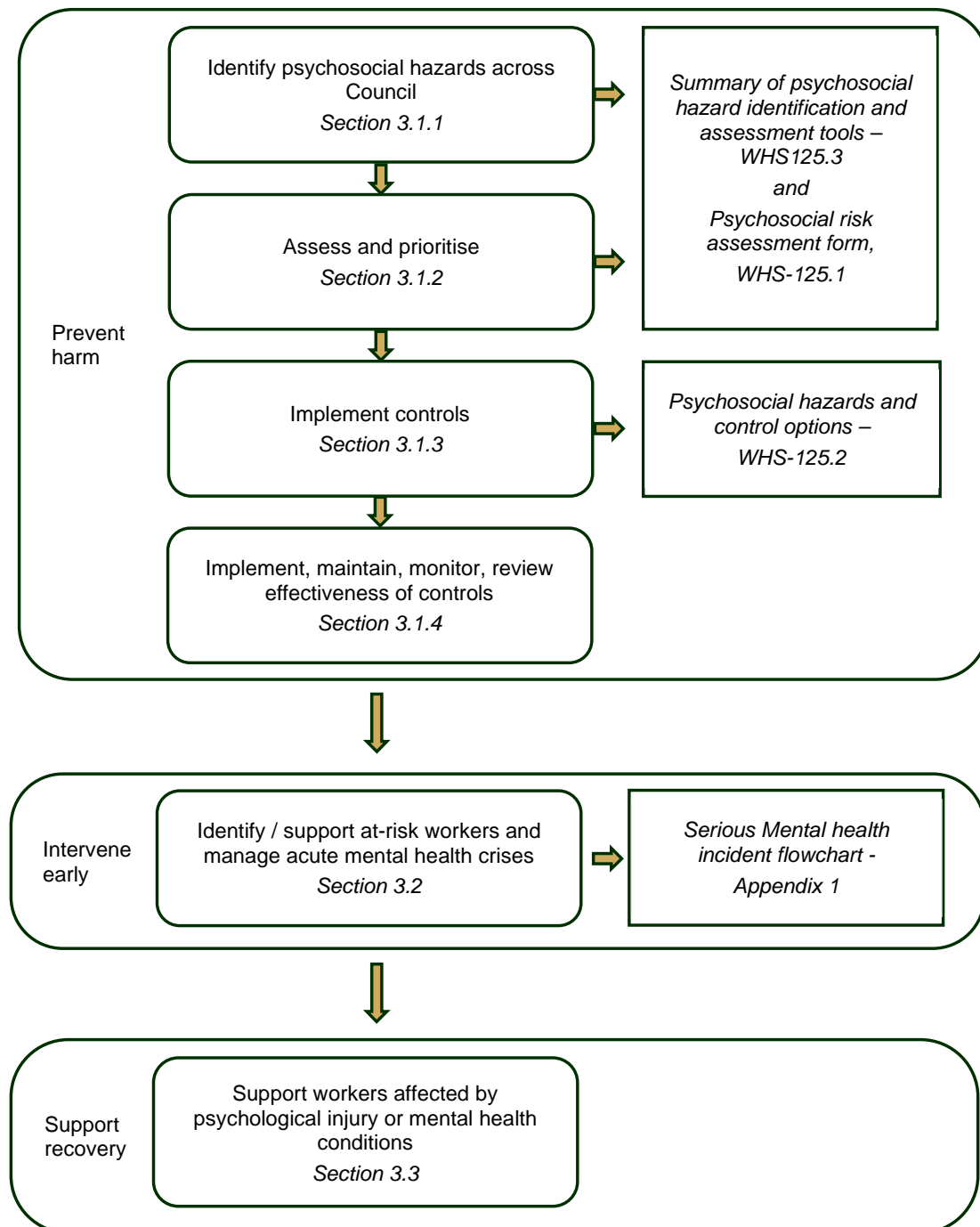
The *NSW Work Health and Safety Act (2011)* and *Work Health and Safety Regulation (2017)* require organisations to provide a work environment without risk to health and safety. The *Act* defines “health” as physical and psychological health, and the *Regulation* highlights psychosocial risks as a focus area.

Both the *Act* and *Regulation* require Council to take a risk management approach to all hazards. That is, Council must eliminate hazards where possible, and control any that remain according to the hierarchy of controls. Higher order controls that treat the organisational and environmental causes of psychological harm must be considered where possible, rather than relying solely on administrative controls such as training, awareness, EAP, and mental health first aid.

This procedure uses an approach in line with Safe Work Australia's *Work-related psychological health and safety national guidance* material:

1. **Prevent harm** using a risk management approach.
2. **Intervene early** to identify and support workers who may be exposed to psychosocial hazards and/or are at-risk of psychological injury or illness.
3. **Support recovery** of workers with psychological injuries and mental health conditions.

The following flowchart summarises the processes and documents required to manage psychosocial hazards in accordance with this procedure, and to support individuals affected by psychosocial hazards.



3.1. Prevent harm

It is essential that people leaders demonstrate leadership and commitment in harm prevention and psychosocial risk management in the workplace.

People leaders must:

- Understand work-related psychological health and safety matters
- Actively seek to identify potential psychosocial hazards within their areas of control
- Implement and monitor measures to protect their workers from identified hazards

3.1.1. Identify psychosocial hazards

In consultation with relevant workers and the Health and Safety Representative/Committee (HSR/HSC), the WHS/HR Officer and people leaders will choose an appropriate tool to identify and start to assess psychosocial hazards across Council. The tool selected will depend on the culture and maturity of Council, and resources available at the time. See WHS-125.3: Psychosocial hazard identification and assessment tools, and WHS-125.2: Psychosocial hazards and control options for examples of hazards and controls.

Regardless of the tool used, the WHS/HR Officer and people leaders must ensure that these are identified:

- Psychosocial hazards that arise from or relate to:
 - The design or management of work
 - The work environment
 - Plant at the workplace
 - Work interactions or behaviours
- At-risk groups of workers, e.g.
 - Younger people
 - Older people
 - Those new to Council or a task
 - Those from culturally or linguistically diverse backgrounds
 - Those with literacy issues
 - Those who have previously had a work injury or exposure to a traumatic event at work

The WHS Officer, HR Officer and people leaders should use the following resources to help identify hazards:

- Results of staff culture surveys
- Information from exit interviews
- Information on absenteeism and turnover, and relevant incidents or complaints
- Information about workforce demographics
- Workers compensation claims reports
- Employee assistance program (EAP) reports
- Incident and hazard reports
- The risk Register and relevant pre-existing risk assessments
- Consultation with affected workers and their HSRs

3.1.2. Assess and prioritise psychosocial hazards and risks

Depending on the results of the initial assessment, further analysis may be required to understand the psychosocial hazards and identify causes and appropriate risk controls. This may involve further analysis across all Council, or just on the higher risk work groups.

Methods of further analysis may include:

- Carrying out further worker consultation via formal or informal interviews or focus groups
- Carrying out a survey of workers for some or all work groups
- Carrying out separate risk assessments for individual hazards, risk factors, or indicators seen over multiple departments or workgroups

The results should be analysed and a de-identified summary provided to the General Manager, other senior managers and the HSR/HSC. Consider confidentiality and impartiality for all methods.

Record and assess psychosocial risks identified through these processes using Form WHS-125.1 Psychosocial Risk Assessment. With workers and the HSR/HSC, identify corrective actions to address psychosocial risks and record these using part 2 of WHS-125.1 Psychosocial Hazards Corrective action Register so they can be tracked to completion, as per WHS-103: WHS Risk Management. Once placed on the Corrective Action Register, they should be monitored for completion quarterly.

3.1.3. Implementing controls for psychosocial hazards

People leaders must implement effective control measures to eliminate or reduce risk factors for work-related psychological injury for workers in their areas of control.

See WHS-125.2 for a comprehensive list of controls and choose the most appropriate option for Council. Controls should be selected and implemented in consultation with the HSR/HSC, as per WHS Consultation and Communication Procedure.

The hierarchy of controls should be followed when selecting controls:

- The priority should be on implementing higher order controls that eliminate hazards where possible, or else minimise them by redesigning the physical or organisational workplace, e.g. the use of physical barriers to control risks of occupational violence, or improving planning to minimise overload at peak times.
- Where risks remain after the work has been redesigned, using administrative controls to minimise the risk, e.g. procedures, training, communications, monitoring, and supervision. Administrative controls that are implemented at a strategic, organisational level should be prioritised over administrative controls implemented at an individual level. E.g. training for people leaders should be prioritised over training for workers, and developing Council-wide initiatives and policy change with General Manager endorsement should be prioritised over team-based initiatives.
- Programs designed to treat and reduce the impact of psychosocial hazards should be implemented if required, e.g. mental health first aid and EAP, but these should not be relied upon as controls as they do not reduce exposure to workplace psychosocial hazards.

Document planned controls on the Corrective Action Register, part 2 of WHS-125.1.

Monitoring and reviewing controls for psychosocial risks

People leaders will monitor the effectiveness of preventative measures for psychosocial risk factors and periodically review their effectiveness through review of related incidents, consultation with workers/HSRs/HSC. This can be planned and documented using the and/or the Risk Register.

A review of controls should also be conducted:

- Before a significant workplace change occurs.
- Where a new hazard or changed risk is identified.
- If a serious incident or injury occurs, including a physical injury where psychosocial risk is a significant contributing factor.

- If a control is ineffective.
- If an audit or survey indicates a review is required.
- If requested by an HSR.
- If consultation indicates a review is required.
- If workers indicate that preventative measures have not been effective, notify the WHS/HR Officer, who will update the General Manager and managers/HSC. Any ineffective measures must be reviewed and additional or changed controls implemented in consultation with workers.

3.2. Intervene early

3.2.1. Report and investigate psychosocial incidents

People leaders will ensure that psychosocial hazards and reports of psychosocial hazards are reported using WHS-101.1: Incident/Hazard Report Form, as per the WHS-101: Incident Reporting and Investigation. These report forms may be de-identified if necessary.

The WHS/HR Officer will ensure that all psychosocial incidents are investigated. Members of the HR, WHS and other relevant departments may need to be involved in the investigation.

3.2.2. Manage at-risk workers

People leaders and other key workers will receive mental health first aid training to learn to identify early warning signs that someone may be affected by psychosocial risk factors.

If people leaders identify workers at higher risk, they must speak to the WHS Officer, HR Officer and then the worker, and provide any reasonable adjustments and support where needed. These adjustments and support will depend on the situation, but may include a combination of:

- Addressing the work-related causes or risk-factors
- Suggesting the worker uses Council's EAP
- Temporarily modifying the worker's duties/hours, or providing them with additional resources
- Suggesting the worker visits their GP or a psychologist

3.2.3. Manage people during acute mental health crises

Sometimes a worker's mental health may deteriorate suddenly to a point where immediate support is required.

If a worker declares thoughts of self-harm or harm to others, or displays other concerning symptoms, the *manager/supervisor* is required to follow the process in Appendix 1: Serious Mental Health incident Flowchart.

The worker's immediate health and safety is critical, and all steps are to be taken to ensure they are contacted and supported with the appropriate care. This care may be provided by their GP, Council's EAP, a psychologist, or in a suitable health facility.

The worker's fitness for work following such an incident will be supported and guided by the appointed healthcare professional and managed in line with HR2 - Return to Work Program.

3.3. Support recovery

3.3.1. Manage work-related psychological injury or illness

If a worker notifies Council of work-related psychological injury or illness, their manager must contact the RTW Coordinator immediately and refer to the Return to Work Program. The RTW Coordinator will assist and support the worker through the recovery at work process.

The RTW Coordinator must notify StateCover within 48 hours of Council becoming aware that a work-related injury has occurred.

The privacy and confidentiality of workers affected by workplace hazards and mental health issues must always be respected.

3.3.2. Support workers with non-work-related mental health conditions

If a people leader suspects a worker is suffering from a non-work-related mental health condition, they should refer to the *Fitness for Work Support Procedure** for details of how to have a prompt, supportive conversation, and consider whether they need medical evidence and assistance to ensure the worker is safe and support their recovery.

**Note: At the time of writing, TSC is yet to develop and implement a Fitness for Work Support Procedure*

4. Training and implementation

The WHS/HR Manager will ensure that people leaders receive training in relation to the implementation of this procedure, as per the WHS Training Matrix.

Workers will receive basic awareness training in identifying and reporting work-related psychosocial hazards.

People leaders and other key workers will receive mental health first aid training to learn to identify the early warning signs of psychological conditions in their colleagues and assist them to get appropriate help.

Implementation of this procedure can be checked using WHS-125.5 Self-assessment Checklist.

5. Record keeping

Temora Shire Council will maintain the following records relating to the management of psychosocial hazards in accordance with Council's *Record Keeping Procedure, G12*.

| Record name | Storage location | Who has responsibility for storage |
|--|------------------|------------------------------------|
| Psychosocial risk assessment form | TRIM system | WHS/HR Officer |
| Other psychosocial risk assessment/survey results | TRIM system | WHS/HR Officer |
| Psychosocial Incident and hazard report forms and incident investigation reports | TRIM system | WHS/HR Officer |
| Completed recover at work plans | TRIM system | RTW Coordinator |

Always consider and respect the privacy and confidentiality of all parties, especially regarding the availability of records and the inclusion of personal details.

6. References

6.1. Internal references

HR02: Council Return to Work Program
 HR24: Bullying, Harassment & Discrimination
 WHS-101: Incident Reporting and Investigation
 WHS-101.1: Incident and Hazard Report Form
 WHS-102: WHS Consultation and Communication
 WHS-103: WHS Risk Management
 WHS-116.4: Training Matrix

6.2. External references

Work Health and Safety Act 2011 (NSW)
 Work Health and Safety Regulation 2017 (NSW)
 NSW Code of Practice: Managing Psychosocial Hazards at Work, Safe Work NSW 2021
 ISO45001:2018 Occupational Health and Safety Management Systems
 ISO45003:2021 Occupational health and safety management — Psychological health and safety at work — Guidelines for managing psychosocial risks
 National guidance material: Work-related psychological health and safety – a systematic approach to meeting your duties, Safe Work Australia 2019
 Principles of Good Workplace Design: A work health and safety handbook, Safe Work Australia.

7. Definitions

| Term | Definition |
|---------------------------------------|--|
| Anxiety | <p>A normal emotional response to a threat or danger which may become a disorder if excessive, persistent, or uncontrollable. People with generalised anxiety disorders become excessively worried when confronted by events that are part of everyday life, and may experience symptoms such as irritability, dizzy spells, palpitations, chest pain, loss of memory and difficulty in concentrating.</p> <p><i>Source: Stresswise – Preventing Work-Related Stress; WorkSafe Victoria (2007)</i></p> |
| Depression | <p>A normal reaction to some of life's events which, when profound, may become a disorder. People with clinical depression may be persistently sad, have no interest in anything, and take no pleasure in performing usual activities.</p> <p>The individual may also have reduced energy levels, sleep and eating disorders, difficulties concentrating, feelings of guilt and discouragement, and in some cases suicidal thoughts.</p> <p><i>Source: Stresswise – Preventing Work-Related Stress; WorkSafe Victoria (2007)</i></p> |
| Post-traumatic stress disorder (PTSD) | <p>PTSD may affect anyone who has been victim of or witness to a traumatic event, e.g. a violent assault or serious workplace accident. Because everyone reacts differently to such events, some people will have no after-effects while others may experience a variety of symptoms such as flashbacks, difficulty concentrating, and insomnia.</p> <p><i>Source: Stresswise – Preventing Work-Related Stress; WorkSafe Victoria (2007)</i></p> |

| Term | Definition |
|-----------------------|---|
| Psychosocial hazard | <p>A psychosocial hazard is one that arises from, or relates to:</p> <ul style="list-style-type: none"> • The design or management of work • A work environment • Plant at a workplace • Workplace interactions or behaviours <p>It may cause psychological harm, whether it may also cause physical harm.</p> <p><i>Source: Work Health and Safety Regulation 2017 (NSW)</i></p> |
| Psychosocial incident | A specific incident that causes exposure to a psychosocial hazard. |
| Work-related stress | <p>The adverse reaction people have to excessive pressures or other types of demands that are not matched to their knowledge and abilities, and which challenge their ability to cope.</p> <p><i>Source: World Health Organization (WHO)</i></p> |

8. Responsibilities

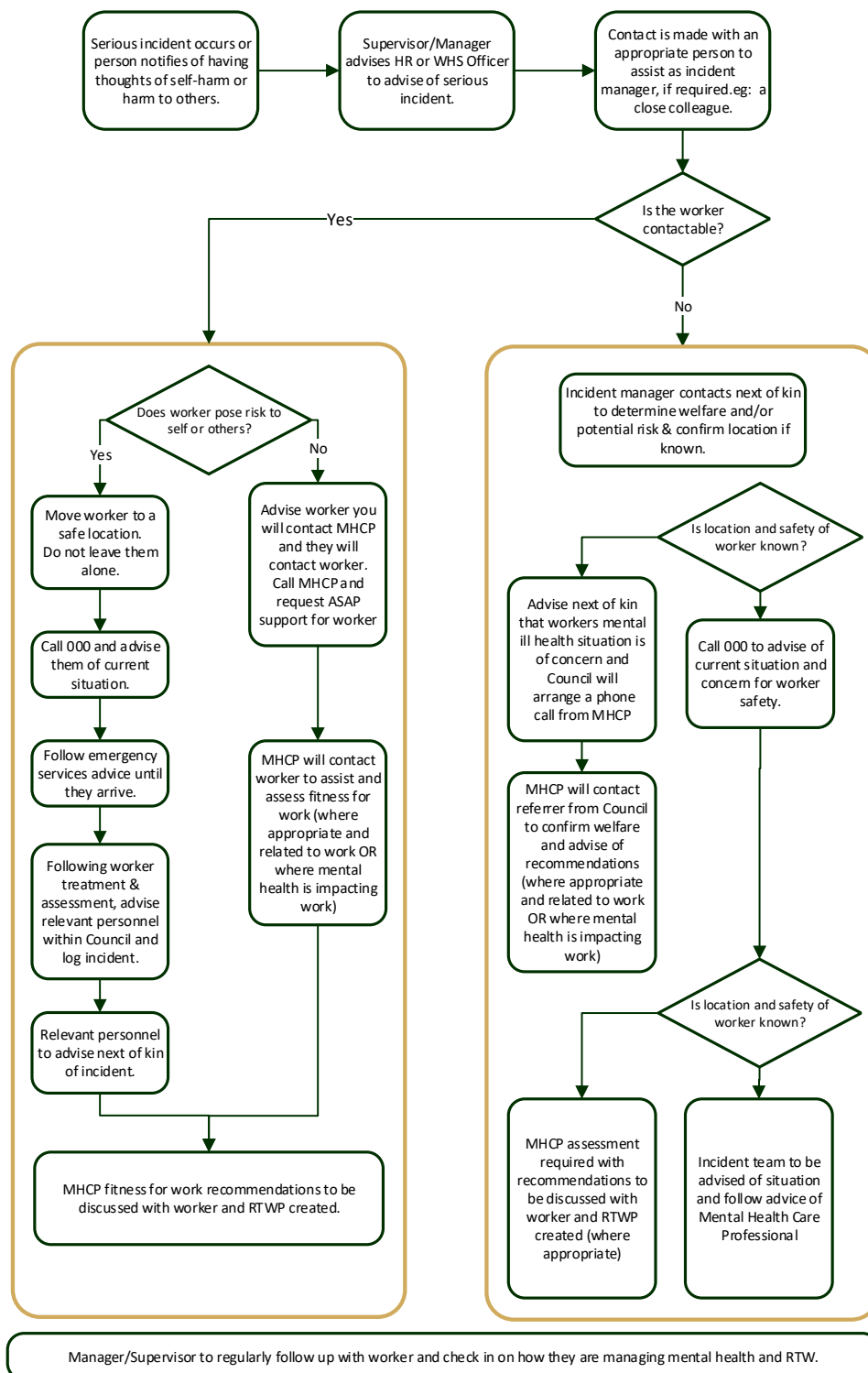
Responsibilities for managing psychosocial risks are summarised below.

| Role | Responsibilities |
|-----------------|---|
| General Manager | <ul style="list-style-type: none"> • Ensure that processes are implemented and resources available for the effective identification, assessment and elimination or minimisation of psychosocial hazards. • Ensure processes are in place for the monitoring and periodic review of prevention and control measures for psychosocial hazards. • Ensure that processes are in place to review this procedure every two years. |
| People Leaders | <ul style="list-style-type: none"> • Ensure the identification, assessment, control, and review of psychosocial hazards with workers in their areas of control, including identifying and appropriately supporting individuals and groups of workers with special needs. • Promptly and directly action unacceptable behaviour in the workplace in line with Council's HR and WHS policies and procedures. • In consultation with workers, the WHS/HR Officer, relevant supervisors, and the HSR/HSC, identify potential sources of psychosocial hazards in their areas and determine how these sources can be proactively managed, with particular attention to individual workers or groups of workers with special needs. • Be alert for early warning signs of psychosocial hazards in their areas of control and in individual workers. • Contact the RTW Coordinator immediately after becoming aware of psychosocial hazards that have caused or are likely to result in a worker requiring medical treatment or time off work. • Ensure psychosocial hazard incidents are reported in line with the Incident Reporting and Investigation Procedure. • In liaison with the WHS/HR Officer and HSRs/HSC, ensure that a Psychosocial Risk Assessment is completed in their areas of control. • In liaison with the WHS/HR Officer and HSRs/HSC, review the Psychosocial Hazards and Control Options and make appropriate workplace changes as necessary. |

| Role | Responsibilities |
|--|--|
| | <ul style="list-style-type: none"> • Monitor and periodically review the implementation and effectiveness of control measures to manage psychosocial hazards in their areas, and any necessary revision of controls. • Provide workers with access to necessary support services and reasonable adjustments. • Follow the Mental health incident flowchart, Appendix 1, where a worker's mental health deteriorates to a point where they express or are suspected of having thoughts of self-harm or are displaying other concerning symptoms, such as hearing voices. • Ensure privacy and confidentiality of individual issues is maintained. • Consult with workers and other duty holders as needed to identify and the effectively manage psychosocial hazards. |
| WHS/HR Officer | <ul style="list-style-type: none"> • Oversee the processes for the identification, assessment, control, and monitoring of psychosocial hazards. • Give assistance and feedback to people leaders in the identification, assessment, control, and monitoring of preventive measures for psychosocial hazards, and help to identify reasonable adjustments where indicated. • If required, facilitate the implementation of the Psychosocial Risk Survey, compile the results, and provide a summary report to the GM, senior managers and the Health and Safety Representative/Committee (HSR/HSC). |
| RTW Coordinator | <ul style="list-style-type: none"> • Support injured workers and managers through the recovery at work process. • Notify StateCover within 48 hours of Council becoming aware that a work-related injury has occurred. |
| Health and Safety Representative/Committee (HSR/HSC) | <ul style="list-style-type: none"> • Participate in the identification of psychosocial hazards and identify control measures where needed. • Help review the effectiveness of controls implemented for the prevention of psychosocial hazards. • Promptly notify people leaders and the WHS/HR Officer where preventive measures for psychosocial hazards have not been effective or properly maintained. |
| Workers | <ul style="list-style-type: none"> • Follow the requirements of this procedure. • Participate in the identification of psychosocial hazards and controls. • Promptly report psychosocial hazards or issues at work to the relevant supervisor and/or manager. • Perform tasks in line with information, instruction and training provided. |

9. Appendix

Appendix1: Serious Mental Health Incident Flowchart



*MHCP = Mental Health Care Professional. EAP, GP, Psychologist, Counsellor etc



Work Health and Safety Regulation 2017

Current version for 1 March 2023 to date (accessed 10 August 2023 at 8:11)

[Chapter 3](#) > [Part 3.2](#) > Division 11

Division 11 Psychosocial risks

55A Meaning of “psychosocial hazard”

A *psychosocial hazard* is a hazard that—

- (a) arises from, or relates to—
 - (i) the design or management of work, or
 - (ii) a work environment, or
 - (iii) plant at a workplace, or
 - (iv) workplace interactions or behaviours, and
- (b) may cause psychological harm, whether or not it may also cause physical harm.

55B Meaning of “psychosocial risk”

A *psychosocial risk* is a risk to the health or safety of a worker or other person arising from a psychosocial hazard.

55C Managing psychosocial risks

A person conducting a business or undertaking must manage psychosocial risks in accordance with Part 3.1 other than clause 36.

55D Control measures

- (1) A person conducting a business or undertaking must implement control measures—
 - (a) to eliminate psychosocial risks so far as is reasonably practicable, and
 - (b) if it is not reasonably practicable to eliminate psychosocial risks—to minimise the risks so far as is reasonably practicable.
- (2) In determining the control measures to implement, the person must have regard to all relevant matters, including—
 - (a) the duration, frequency and severity of the exposure of workers and other persons to the psychosocial hazards, and
 - (b) how the psychosocial hazards may interact or combine, and
 - (c) the design of work, including job demands and tasks, and
 - (d) the systems of work, including how work is managed, organised and supported, and
 - (e) the design and layout, and environmental conditions, of the workplace, including the provision of—

- (i) safe means of entering and exiting the workplace, and
 - (ii) facilities for the welfare of workers, and
 - (f) the design and layout, and environmental conditions, of workers' accommodation, and
 - (g) the plant, substances and structures at the workplace, and
 - (h) workplace interactions or behaviours, and
 - (i) the information, training, instruction and supervision provided to workers.
- (3) In this clause—

workers' accommodation means premises to which the Act, section 19(4) applies.

Note—

WHS Act—section 19 (see clause 9).

MEMORANDUM OF ADVICE

RE OBLIGATIONS OF ELECTED COUNCILLORS UNDER THE WORK HEALTH & SAFETY ACT, 2011 (WHS)

I am asked to provide Local Government New South Wales with an Advice in answer to the following question:

“Would an elected councillor under the *Local Government Act*, 1993 (NSW) be in breach of a health and safety duty under the *Work Health & Safety Act*, 2011 (NSW) if, by act or omission, they adversely affected the health and safety of other persons?”

The WHSA imposes a range of duties and obligations on various persons. A health and safety duty is one imposed under Division 2, 3 or 4, s.30 WHSA. The duties are not transferrable, s14 WHSA. More than one person can have a duty in relation to a particular matter, s16 WHSA.

Although a duty is imposed on an “officer” the definition of “officer” found in s.4 of the WHSA includes an exclusion for:

“an elected member of a local authority acting in that capacity”.

Elected councillors therefore are excluded from the definition of officer in s4 whilst acting in their elected capacity and the health and safety duties imposed on officers do not apply to them.

It is to be noted that the exclusion to which I have referred does not exclude elected councillors from the operation of the WHSA generally. There is no general exclusion from the operation of the other provisions of the WHSA in favour of elected councillors.

In my opinion, s.29 WHSA does impose a health and safety duty upon elected councillors. Section 29 is found in Division 4 of Part 2 of the WHSA and is therefore

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clearly a health and safety duty enforceable by fine under s.32 or s.33 and if recklessness is established and serious injury or illness results then by fine or prison term under s.31 WHSA.

Section 29 is in the following terms:

“A person at a workplace (whether or not the person has another duty under this Part) must:

- (a) take reasonable care for his or her own health and safety, and
- (b) take reasonable care that his or her acts or omissions do not adversely affect the health and safety of others; and
- (c) comply, so far as a person is reasonably able, with any reasonable instruction, that is given by the person conducting the business or undertaking to allow the person conducting the business or undertaking to comply with this Act.”

It is to be noted that the s29 duty is imposed upon “a person at a workplace”. Person is defined in the Interpretation Act 1987 and includes “an individual”. Therefore “person” as used in the WHSA includes elected councillors. There is no definition of “person” in the WHSA and more importantly unlike the definition of officer there is no exclusion in favour of elected councillors from the duties imposed by s.29 on persons at a workplace.

“Workplace” is defined in s.8 of the WHSA. For present purposes, it is sufficient to note that part of the definition found in s.8(1) which is in the following terms:

“A workplace is a place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work.”

It is clear that council chambers, offices and other buildings in which workers carry out their work duties are workplaces for the purposes of WHSA. It is also clear that, as a minimum, all employed staff including senior management staff of council are workers for the purpose of the WHSA, s.7.

It follows that an elected councillor is required to take reasonable care that his or her acts or omissions do not adversely affect the health and safety of others who are at a council workplace, s.29(b). The duty is defined by the consequence being the

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adverse affect on another person. The duty therefore applies to any act or omission that has the stated consequence.

As an example, it seems clear that if by act or omission an elected councillor engaged in behaviour in a council workplace that was properly characterised as bullying and as a consequence another person's health and safety was adversely affected, then that councillor would be in breach of the duty imposed by s.29 of the WHSA.

The term "others" as used in s.29 extends the operation of the duty beyond persons who are workers and would also include other councillors and any visitor to the workplace who might be present at the time of the act or omission and who is adversely affected by it.

It is to be noted that the standard imposed by s.29(b) is that health and safety of others is not to be "adversely" affected. As far as I am aware, there are no decisions that discusses the meaning to be given to the word "adversely" or the phrase "adversely affected" as they are used in the WHSA.

"Adverse" is defined in the 6th Edition of the Macquarie Dictionary to be

"Antagonistic in purpose or effect;
Confronting."

It is likely that scope of this duty would include circumstances where by act or omission, the elected councillor caused a persons' existing medical condition to be aggravated or worsened in some relevant way.

In my opinion, by using the words "adversely affect" the legislator has included circumstances that are broader than those which cause a health and safety problem. Circumstances that contribute to or exacerbate a problem, even an existing health and safety problem are also included. The duty potentially applies on a very wide area of circumstance and it is not possible to identify with certainty the boundaries in which the duty is confined.

It follows from this advice set out above that an elected councillor does have a broadly defined health and safety duty imposed upon them. It is to be noted that a breach of the duty under s.29 invokes the same penalty range as applies to persons who breach their duty under the WHSA as an officer.



BRUCE HODGKINSON SC
Denman Chambers

13 ENGINEERING SERVICES**13.1 CAPITAL WORKS DEFERRAL****File Number:** REP23/1105**Author:** Engineering Asset Manager**Authoriser:** Engineering Asset Manager**Attachments:** Nil**REPORT**

Following a recent meeting with the Temora Senior Cricket Association (TSCA), I am seeking Council defer surface works to Nixon Park no 2 Oval again in the 2023/24 financial year.

The TSCA is supportive of the surface works being delivered, however the 2023/24 cricket season is Temora's turn to host the Southwest Slopes Cricket League Finals Series and the proposed works would significantly impact TSCA's ability to accommodate this planned event.

This particular project was postponed in 2022/23 due to a wet spring season.

The planned works include:

- Overlay the oval with field with sandy loam.
- Seed and re-establish kikuyu grass playing surface.

This same process was delivered on Nixon no 1 Oval over the 2006/2007 summer, where the field was overlain with sandy loam, the irrigation system replaced, and the loam surface seeded with kikuyu. This process seemed to achieve a good result and has improved wet weather resilience of Nixon no 1 Oval.

Budget Implications

N/A

RESOLUTION 140/2023

Moved: Cr Max Oliver

Seconded: Cr Jason Goode

It was resolved that Council defer the works to the 2024/25 financial year.

CARRIED

14 ENVIRONMENTAL SERVICES

Nil

15 ADMINISTRATION AND FINANCE

Nil

16 CORRESPONDENCE

Nil

17 BUSINESS WITH NOTICE

Nil

18 NOTICE OF MOTION**18.1 NOTICE OF MOTION - PUBLIC POST OFFICE BANK IN AUSTRALIA****File Number:** REP23/1008**Attachments:** 1. **NOM - Public Post Office Bank in Australia** [↓](#) 

I, Councillor Anthony Irvine, give notice that at the next Ordinary Meeting of Council be held on 17 August 2023, I intend to move the following motion:-

RESOLUTION 141/2023

Moved: Cr Anthony Irvine

Seconded: Cr Lindy Reinhold

That Council write a letter of support for the campaign for a for a public post office bank in Australia to the Federal Member for Riverina and the Australian Citizens Party.

CARRIED

Notice of Motion:

That Council consider supporting, by way of a motion to be determined, the campaign for a public post office bank in Australia.

Further information on the proposal was emailed to all Councillors 3rd October 2022. The email contains various examples of motions passed by other Councils. The basic concept is detailed below:

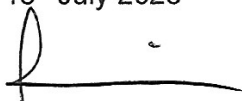
The Australian Citizens Party is part of a nationwide campaign to establish a new government bank, like the original Commonwealth Bank, to operate in post offices, which would guarantee face-to-face financial services for all communities, and force the Big Four banks to compete on both cost and service.

The post office bank would also:

- ⑩ Guarantee deposits, because it is a government bank;
- ⑩ Maintain cash payments and processing, which the private banks are trying to do away with;
- ⑩ Increase lending to individuals and small businesses in regional communities;
- ⑩ Invest in more infrastructure, including through local government.

This policy is different to the existing banking service in post offices, Bank@Post, because it is a dedicated postal bank that will increase competition, whereas Bank@Post is just an agency service for the existing banks which can withdraw any time. It is also different to community banks, which do an admirable job, but, again, they don't increase competition.

Cr. Anthony Irvine
13th July 2023



18.2 NOTICE OF MOTION - GWCC**File Number:** REP23/1031**Attachments:** 1. Irvine - Notice of Motion - GWCC [!\[\]\(e78f798d4ea5c530c9db49e7d26e6b95_img.jpg\)](#) 

I, Councillor Anthony Irvine, give notice that at the next Ordinary Meeting of Council be held on 17 August 2023, I intend to move the following motion:-

Cr Belinda Bushell left the meeting at 4:49am.

Cr Belinda Bushell returned to the meeting at 4:50am.

MOTION

Moved: Cr Anthony Irvine

That Council:

- 1) make representation to GWCC on behalf of the residents requesting waiving of the Developer Infrastructure Charge
- 2) make representations to GWCC on behalf of the residents requesting an increase of the timeframe within which they may recoup Augmentation Charges on a pro rata basis for neighbouring properties to better reflect the cost and lifespan of the infrastructure they are being asked to fund
- 3) make representations to GWCC that if GWCC choose to impose all charges that a fair and reasonable payment plan be considered for the residents to help alleviate the immediate financial burden that costs of this scale represent at the commencement of a project
- 4) investigate costs to carry out Augmentation Works with Council's Plumber and Plant and/or contractor to ascertain if there is a possibility to reduce the costs of the Augmentation Works for the residents
- 5) receive a report detailing the costs of services for ratepayers and developers in other LGAs serviced by GWCC
- 6) receive a future report identifying residential vacant lots within Temora, Arianah Park and Springdale that are subject to the imposition of Developer Infrastructure Charges should a person wish to build. The same report may also identify which lots do not have water main infrastructure available and which would therefore also incur significant pipeline augmentation charges.

The Motion lapsed for the want of a seconder.

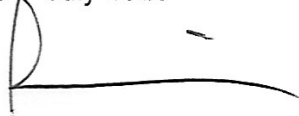
Notice of Motion:

A couple, currently residing and working in Aria Park, wish to build a new dwelling on a block of land in Harrison Street, Aria Park. GWCC has quoted a total of \$21,700 to connect water to their property.

- 1) I request Council makes representations to GWCC on behalf of the residents requesting waiving of the Developer Infrastructure Charge.
- 2) I further request Council make representations to GWCC on behalf of the residents requesting an increase of the timeframe within which they may recoup Augmentation Charges on a pro rata basis for neighbouring properties to better reflect the cost and lifespan of the infrastructure they are being asked to fund.
- 3) I further request Council make representations to GWCC that if GWCC choose to impose all charges that a fair and reasonable payment plan be considered for the residents to help alleviate the immediate financial burden that costs of this scale represent at the commencement of a project.
- 4) I further request Council investigate costs to carry out Augmentation Works with Council's Plumber and Plant and/or contractor to ascertain if there is a possibility to reduce the costs of the Augmentation Works for the residents.
- 5) I further request that a future report be provided to Council detailing the costs of services for ratepayers and developers in other LGA's serviced by GWCC.
- 6) I further request that a future report be provided to Council identifying residential vacant lots within Temora, Aria Park and Springdale that are subject to the imposition of Developer Infrastructure Charges should a person wish to build. The same report may also identify which lots do not have water main infrastructure available and which would therefore also incur significant pipeline augmentation charges.

Cr. Anthony Irvine

31st July 2023



18.3 NOTICE OF MOTION - OUTDOOR STAFF**File Number:** REP23/1027**Attachments:** 1. Notice of Motion - Outdoor Staff [↓](#) 

I, Councillor Claire McLaren, give notice that at the next Ordinary Meeting of Council be held on 17 August 2023, I intend to move the following motion:-

Cr Belinda Bushell declared a non-pecuniary interest in relation to item REP23/1027, due to relative being a staff member.

Cr Belinda Bushell left the meeting at 4:52pm and took no further part in the discussion.

Cr Graham Sinclair declared a non-pecuniary interest in relation to item REP23/1027, due to relative being a staff member.

Cr Max Oliver declared a non-pecuniary interest in relation to item REP23/1027, due to relative being a staff member.

Cr Lindy Reinhold declared a non-pecuniary interest in relation to item REP23/1027, due to relative being a staff member.

Elizabeth Smith declared a non-pecuniary interest in relation to item REP23/1027, due to relative being a staff member.

RESOLUTION 142/2023

Moved: Cr Claire McLaren

Seconded: Cr Nigel Judd

That Council receives a future confidential report on Council's workforce management planning, including such things as:

- i) Any future retirement of key personnel
- ii) Outcome of recent recruitment efforts
- iii) Remuneration levels compared to similar occupations in Temora Shire
- iv) Generalised data on the turnover of outdoor staff over the past 5 years, including any trends in exit survey results revealing reasons for leaving Council.

CARRIED

Cr Belinda Bushell returned to the meeting at 4:57pm

Notice of Motion

I, Claire McLaren, hereby move

That Council receives a future confidential report on Council's workforce management planning, including such things as :

- 1. Any future retirement of key personnel*
- 2. Outcome of recent recruitment efforts*
- 3. Remuneration levels compared to similar occupations in Temora Shire*
- 4. Generalised data on the turnover of outdoor staff over the past 5 years, including any trends in exit survey results revealing reasons for leaving Council.*

Notes:

Over recent years Council has seen a significant turnover of staff, in particular outdoor staff. While staff matters and recruitment are an operational matter, this request aims at providing Councilor's with an understanding of the issues and commitment from Council in relation to financial and strategic policy aspects.



Cr Claire McLaren

26st July, 2023.

19 BUSINESS WITHOUT NOTICE - URGENT

NIL

20 COUNCILLORS INFORMATION PAPER**RESOLUTION 143/2023**

Moved: Cr Graham Sinclair

Seconded: Cr Claire McLaren

It was resolved that the Information Reports be received.

CARRIED

20.1 NSW COUNTRY MAYORS ASSOCIATION

File Number: REP23/1088

Author: General Manager

Authoriser: General Manager

Attachments: Nil

GENERAL MANAGER'S REPORT – NSW COUNTRY MAYORS ASSOCIATION - SYDNEY

The Mayor and I attended the NSW Country Mayors Association, held at NSW Parliament House, Sydney on Friday 4 August 2023.

The agenda included:

- A presentation from The Hon Penny Sharpe MLC, Minister for Climate Change, Minister for Energy, Minister for the Environment and Minister for Heritage
- A presentation from the Hon Tara Moriarity MLC, Minister for Agriculture, Minister for Regional NSW, Minister for Western NSW
- A presentation by the Hon Dugald Saunders MP, Leader of the Nationals, Shadow Minister for Regional NSW, Shadow Minister for Agriculture & Natural Resources
- A presentation by the Hon Wendy Tuckerman MP, Shadow Minister for Local Government, Shadow Minister for Small Business
- An address by the NSW Opposition Leader the Hon Mark Speakman.
- A presentation by the CEO of NSW Reconstruction Authority, Mr Simon Draper. Who explained the history of the authority, along with its functions and delegations under the Minns government. The department is accountable to two State Ministers – the Planning Minister and the Minister for Emergency Services. The authority has four main functions: Prevention, Preparedness, Recovery and Funding. Mr Draper made it very clear that the authority is willing to work with our Councils to gather the local knowledge and benefit from the years of experience.
- Members voted unanimously to endorse four new members: Cessnock City Council and Wollondilly Shire Council as full voting members; and Newcastle City Council and Riverina Eastern Regional Organisation of Councils as associate members.
- Deputy Chairman, Mayor Rick Firman OAM, gave an acknowledgment of the outgoing Mayors for their dedication and service to their communities over the many years in office, giving thanks to Mayor Neil Smith from Junee Shire Council, Mayor Ron Campbell from Narrabri Shire Council, and Mayor Peter Abbott from Cobar Shire Council

- Applications were opened for Councils wishing to host a general meeting outside of Parliament House during 2024. They will close on Friday, October 27 at 5pm. Successful Councils will be announced at the AGM in November.
- Members voted unanimously to endorse the signing of a Memorandum of Understanding (MoU) with the NSW Rural Doctors Network. The aim of the MoU is to provide a foundation for ongoing cooperation and collaboration activities that support achievements of shared priorities between CMA and RDN.
- Deputy Chairman, Rick Firman OAM provided an update regarding the Health Forum being held at Wagga Wagga on 14 and 15 September 2023.
- The Chairman Mayor Jamie Chaffey reported that the CMA Budget Priorities document was shared to MPs from the Government, Opposition and Cross bench during the sitting week. The document lists the endorsed position of the top five issues that CMA took to the NSW State election in March, and highlighted the financial commitment needed to deliver the outcomes in the September 19 budget. He also advised that during the last sitting week, a new "NSW Parliamentary Friends Group" for Local Government was established. As the Chairman of CMA, he was offered the opportunity to attend the first meeting. The intent of the bipartisan "friends group" is to encourage a safe zone for those currently serving in State Government and Local Government from all sides of politics to share conversations that may lead to greater outcomes for Local Government.

The next General Meeting of the Country Mayors Association of NSW will be the AGM and will be held on Friday, 24 November. Invited speakers include the Premier of NSW, the NSW Treasurer, and the Minister for Local Government, along with the NSW Opposition Leader, Shadow Treasurer, and Leader of the NSW Nationals.

In addition to attending the Country Mayors Association Meeting, whilst in Sydney meetings were held with:

- The Hon Ron Hoenig, The NSW Minister for Local Government, Leader of the House in the Legislative Assembly and Brett Whitworth, Deputy Secretary Office of Local Government
- The Hon Steph Cooke MP, Shadow Minister for Water, Shadow Minister for Crown Lands and Member for Cootamundra
- Cr Linda Scott, President of the Australian Local Government Association
- Cr Darriea Turley, President of Local Government NSW

Report by Melissa Boxall

20.2 VOLUNTEER GRANTS

File Number: REP23/1079

Author: Director of Administration & Finance

Authoriser: Director of Administration & Finance

Attachments:

1. Volunteer Grants - Media Release [↓](#) 
2. Volunteer Grants - Letter [↓](#) 

**The Hon Michael McCormack MP**

Federal Member for Riverina
Shadow Minister for International Development and the Pacific

MEDIA RELEASE

28 July 2023

VOLUNTEER GROUPS URGED TO APPLY FOR FUNDING

Federal Member for Riverina Michael McCormack is urging volunteer groups to apply for a share in funding under the \$10 million 2023-24 Volunteer Grants Round, which is now open.

A total of \$66,225 is available for organisations in the Riverina electorate, with eligible community groups able to apply for grants between \$1,000 and \$5,000.

Mr McCormack encouraged those eligible to submit an expression of interest (EOI).

“Grants can be used to reimburse volunteers for fuel, transport or training costs, buy small equipment for volunteers or fund promotional activities to increase awareness and participation in volunteering opportunities,” Mr McCormack said.

“Volunteers are the backbone of the Riverina and Central West and I thank each and every one of them who spend their valuable time to further improve the liveability of our regional communities.

“Many organisations throughout the electorate have benefited from previous rounds to support them delivering the vital services they provide in our communities and I urge all volunteer groups to contact my office to obtain an expression of interest form as soon as possible.

“The ability for volunteer groups to raise money to support the invaluable work they do is limited, especially in these times of rising costs of living, so every cent they can get is so important to them.”

Mr McCormack said further information about the Volunteer Grants program can be obtained by telephoning his Wagga Wagga Electorate Office on (02) 6921 4600 or by emailing michael.mccormack.mp@aph.gov.au

The EOI form can be downloaded [here](#).

More information is also available by visiting the Australian Government’s GrantConnect website at www.grants.gov.au

The EOI period closes on Friday 25 August 2023. Mr McCormack will then consult with a local advisory committee on which EOIs progress to the application stage. Successful EOIs will be invited to apply for a grant. Assessment of applications is expected to happen from December 2023 to March 2024.

ENDS

MEDIA CONTACT – Shane Manning – 0439 550 506

The Hon Michael McCormack MP | Suite 2, 11-15 Fitzmaurice Street, Wagga Wagga NSW 2650 |
(02) 6921 4600 | michael.mccormack.mp@aph.gov.au

The Hon. Michael McCormack MP

Federal Member for Riverina

Shadow Minister for International Development and the Pacific

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

Rick
Dear Mayor Firman

I am delighted to call for expressions of interest from community groups for the 2023-24 Volunteer Grants round.

Each Federal Electorate has been allocated \$66,225 to support organisations whose volunteers assist our communities and encourage the inclusion of vulnerable people in our society.

The grants can be used to buy small equipment for volunteers or for the reimbursement of volunteer fuel, screening checks or training costs. Community groups can apply for grants of between \$1,000 and \$5,000.

Information about the Volunteer Grants Program and EOI forms can be obtained by telephoning my Wagga Wagga electorate office on (02) 6921 4600 or by emailing michael.mccormack.mp@aph.gov.au.

The EOI period closes on Friday 25 August 2023. I will then consult with a local advisory committee on which EOIs go on to the application stage. Successful EOIs will be invited to submit their application during the application period commencing 06 November and successful applicants will be notified in April 2024.

I would appreciate you informing community groups in the Cowra Shire about this great opportunity.

Yours sincerely

Michael McCormack
Michael McCormack MP
Federal Member for Riverina

mm.jd.wga

21/17/2023

Parkes
207A Clarinda Street
Parkes, NSW, 2870
ph 02 6862 4560

website www.michaelmccormack.com.au

Wagga Wagga
Suite 2, 11-15 Fitzmaurice Street
Wagga Wagga, NSW, 2650
ph 02 6921 4600

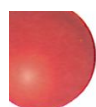
email michael.mccormack.mp@aph.gov.au



THE NATIONALS for Regional Australia



20.3 FIGHT CANCER FOUNDATION - THANKYOU LETTER**File Number:** REP23/1036**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** 1. Fight Cancer Foundation - Thankyou letter [!\[\]\(a870788d6ed9b8fd294b7654a8c8526b_img.jpg\)](#) 



Fight Cancer Foundation™
Giving hope. Saving lives.

July 24, 2023

Temora Shire Council
105 Loftus Street
PO Box 262
TEMORA NSW 2666

His Excellency the Honourable
Hieu Van Le AC
Governor of South Australia

His Excellency
General the Honourable
David Hurley AC DSC (Ret'd)
Governor of New South Wales

Her Excellency
Professor the Honourable
Kate Warner AC
Governor of Tasmania

Her Excellency the Honourable
Linda Dessau AC
Governor of Victoria

PATRONS
Sir Gustav Nossal AC CBE
Deborra-lee Furness
Hugh Jackman AC

Dear Supporter

Thank you for your generous donation to support the development of Hilltop, Albury Wodonga's accommodation centre. It is truly a wonderful place for our patients and families.

Fight Cancer Foundation, together with the Rotary Club of Albury North, Zonta Club of Albury Wodonga and Lions District 201V6 continue to work together to meet current and future needs of the region. This shared focus ensures Hilltop maintains a high standard as well as address ongoing needs of this growing regional community.

As you are aware, Hilltop Stages I and II are now complete providing quality, cost-effective accommodation to many hundreds of people seeking treatment at the Albury Wodonga Regional Cancer Centre.

We'll keep you updated about this wonderful facility.

Thank you again for your generous support.

With gratitude,

Cara Davey
Chief Executive Officer (Acting)

Thank you for your ongoing support Temora Shire Council. Not legends you are! Best, Cara

20/07/2023

OFFICIAL RECEIPT NUMBER 601504

| RECEIVED FROM | PARTICULARS | AMOUNT |
|---|-------------|------------|
| Temora Shire Council Supporter No 118875 | Donation | \$1,000.00 |

Gifts of \$2 and over are tax deductible

Received with Thanks

POST: Locked Bag AAA, PO Box Carlton South VIC 3053
OFFICE: Ground Floor, Rotary Bone Marrow Research Centre
105 Loftus Street, PO Box 262, Temora NSW 2666

P: +61 3 9342 7888
F: +61 3 9342 7842
E: cevalife@fightcancer.org.au



20.4 CAN ASSIST - THANKYOU LETTER**File Number:** REP23/1038**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** 1. Can Assist - Thankyou Letter [↓](#) 

**Temora & District Branch**

President: Lynn Hegarty
Secretary: Liz Grant
Treasurer: Joanne Hargrave

Reply Address:
The Secretary
PO Box 118
TEMORA NSW 2666
Ph 0429774966

Temora Shire Council
c/o General Manager
PO Box 262
Temora, NSW, 2666.

20/7/2023

Dear Ms Boxall,

Temora Branch of Can Assist would like to express its sincere gratitude to Temora Shire Council for a generous donation to our organisation of \$250 from a barbecue at a community event earlier this year.

This thoughtfulness is very much appreciated and helps Can Assist provide support for local cancer patients and their families and continue valuable programs to increase awareness within our community.

Ongoing support from our community is greatly appreciated and vital to this important work.

Once again, our sincere thanks.

Kind regards


Liz Grant,
Secretary.

20.5 WORKS REPORT - AUGUST 2023

File Number: REP23/1107
Author: Secretary Engineering
Authoriser: General Manager
Attachments: Nil

Main Roads

- MR 57 Goldfields Way – inspection and routine maintenance
- MR 84 Burley Griffin Way – inspection and routine maintenance

Local Roads

- Delavan St upgrade
- Tara Bectric seg 5 sealing
- Tara Bectric seg 7 shoulder widening works
- MR 398 shoulder widening project
- Maintenance grading
- Flood damage repair to gravel roads
- Slashing and Spraying
- Back Mimosa Rd upgrade

Urban Temora & Aria Park

- Urban slashing and spraying
- Urban tidying up of leaves
- Urban footpath repairs
- Crowley St footpath
- Camp St kerb and gutter
- Drainage works on Gaynors Lane

Works planned for August 2023

- Box Culverts Back Mimosa Rd
- Pipe culverts on Reynolds lane and Gaynors Lane
- Delaven St pipe culverts
- MR 57 Clays Lane project
- Back Mimosa Rd finish table drain construction
- Maintenance grading

- Weed spraying and slashing
- Tara Bectric Rd seg 7 pipe culverts
- MR398 Seg 2 and 3 widening
- Thanowring School Rd culverts
- Barbys Ln resheet
- Boundary Range Rd resheet
- Glynburn Rd flood damage

Report by Pat Kay

20.6 BUILDING APPROVALS - JULY 2023

File Number: REP23/1108
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

ENVIRONMENTAL PLANNING & ASSESSMENT ACT, 1979

In accordance with the provisions of Section 4.59 of the Act, and Section 124 of the Regulations, notification is given that the undermentioned developments have recently been granted consent.

DEVELOPMENT APPLICATIONS ISSUED

- ✓ DA/CC 32/2023 – Lot 39; DP 1082604; 1 Spitfire Drive, Temora – Construction of Aircraft Hangar.
- ✓ DA 33/2023 – Lot 103; DP 1182325; 74 Ashelford Street, Temora – Demolition of Dwelling House.
- ✓ DA/CC 34/2023 – Lot 2; DP 384800; 206 Aurora Street, Temora – Residential Storage Shed/Garage.
- ✓ DA/CC 35/2023 – Lot 3; DP 1034945; 1 Evatt Street, Temora – Demolition of Existing Shed and Construction of Residential Storage Shed.
- ✓ DA 36/2023 – Lot 7; DP 1112742; 124 Sheriffs Road, Combaning – Transportable Dwelling (Secondary).
- ✓ DA/CC 37/2023 – Lot 7; DP 854161; 28 Trungley Hall Road, Temora – Construction of an Awning.

20.7 REGULATORY CONTROL - JULY 2023**File Number:** REP23/1106**Author:** Secretary Engineering**Authoriser:** General Manager**Attachments:** Nil

| Item | Inspection/ Incidents (Number) | Orders Issued Y/N | Penalty Infringement Y/N | Notes |
|---|--------------------------------------|----------------------|--------------------------------|---|
| Illegal Parking | 7 | No | No | 5 x No Issues 1 x truck in unsafe position and no cones 1x dumped car |
| Scooters & Bikes | 1 | No | No | No issues |
| School Zones | 26 | No | No | All schools checked – no issues |
| Noise | 3 | Yes | No | 3 noise complaints: - 2x nothing found. - 1x spoke to owner |
| Air Quality | 1 | No | No | |
| Illegal Dumping/Littering | 2 | No | No | 2 x rubbish dumped |
| Overgrown/Untidy Blocks | 4 | No | No | 1x monitor 2x cleaned up 1 x follow up |
| Lake Walking Track – leashed animals | 56 | No | No | 56 x No issues |
| Animal Welfare | 19 | No | No | 3 x dog wandering 1x wandering hen 2x dog pound 1x dog surrender 6x dogs on report to RSPCA 1x cat wandering 3x monitor 1x feral cat trapped 1x caged cat |
| Dangerous Dogs | 7 | No | No | 1x monitor 1x euthanised 4x dangerous dogs 1x constant barking |
| Impounded | 4 | No | No | 2x dog – pound 2x dog collected |
| Noise Animals | 5 | No | No | 4 x Barking dogs 1 x resident concerned of large dog in fenced yard (no follow up required) |
| Nuisance Animals / Trapping | 12 | No | No | 4 x Bird control/monitor 7 x Cats (1x euthanised) 1x possum removal |
| Dead Animal Removal | 5 | No | No | 4 x kangaroo |

| | | | | |
|--|----|----|----|--|
| | | | | 2x cat |
| Keeping of Horses in Residential Areas | 3 | No | No | 3 x Monitoring situation |
| Main Street Sign Approvals Inspections | | No | No | |
| Rural Stock Incidents | 31 | No | No | 6 x No Issues 25 x wandering sheep |
| Fruit Fly | | No | No | |
| Euthanised | 6 | No | No | 5x feral cat 1x dog |
| Other | 36 | No | No | 4x feed area cleans 4x supply collections 9x pound, showground, airport, lake, platform Y 1x sheep check (no issues) 1x chook check (no issues) 1x drive of town (specifically known dog areas) 5x dumped dogs 1x goat wandering 1x dog pound (Ariah Park) 1x NAIDOC week THS 1x rest stop inspection 3x rescue pick up dogs 1x dog killed 5 chooks – owner to replace 1x animal welfare inspection 2x monitor |

Report by Ross Gillard

20.8 BORROWINGS

File Number: REP23/971
Author: Director of Administration & Finance
Authoriser: Director of Administration & Finance
Attachments: Nil

Council's borrowings are set out in the table below.

| Purpose | Loan Amount | Interest Rate | Annual P + I Payments | Balance @ 31/07/2023 | Term | End Date |
|-----------------------|-------------|---------------|-----------------------|----------------------|--------|----------|
| Depot Purchase | \$2,000,000 | 3.1% | \$283,242 | \$808,426 | 8 yrs | 2026 |
| SIL House | \$1,000,000 | 1.45% | \$132,616 | \$638,500 | 8 yrs | 2028 |
| Swimming Pool Upgrade | \$1,210,280 | 3.29 % | \$82,831 | \$1,155,622 | 20 yrs | 2042 |
| Totals | | | \$498,689 | \$2,602,548 | | |

Report by Elizabeth Smith

20.9 CASH & INVESTMENTS FOR PERIOD ENDED 31 JULY 2023**File Number:** REP23/997**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Cash & Investments Report [!\[\]\(5a132f13505a6571904d622757b7a8f0_img.jpg\)](#) 



Temora Shire Council
Cash & Investments
 For the period ended 31st July, 2023

| | Original Budget 2023/24 | Revised Budget 2023/24 | Actual YTD Figures |
|---|-------------------------------|------------------------------|--------------------------|
| Externally Restricted | | | |
| Sewerage Services | 4,010,834 | 4,010,834 | 3,772,152 |
| Domestic Waste Management | 1,492,244 | 1,492,244 | 1,355,562 |
| Stormwater Drainage Flood Studies & Construction Programs | 400,296 | 400,296 | 375,813 |
| S94 Contributions | 310,880 | 310,880 | 316,795 |
| Unspent Restricted Grants | 1,535,590 | 1,535,590 | 1,509,316 |
| Pinnacle Externally Restricted | 1,504,679 | 1,504,679 | 1,702,714 |
| Total Externally Restricted | 9,254,523 | 9,254,523 | 9,032,352 |
| Internally Restricted | | | |
| Pinnacle Internally Restricted | 3,433,657 | 3,433,657 | 3,490,514 |
| Other Waste Management | 523,135 | 523,135 | 752,351 |
| Leave Reserves | 2,199,905 | 2,199,905 | 2,199,905 |
| Roads Reserve | 565,000 | 565,000 | 565,000 |
| Local Roads | 1,636,506 | 1,636,506 | 2,213,017 |
| FAGS Received in Advance | 3,034,635 | 3,034,635 | 0 |
| Industrial Development | 338,162 | 338,162 | 338,162 |
| Plant & Vehicle | 500,000 | 500,000 | 500,000 |
| Izumizaki Donation | 0 | 0 | 2,152 |
| Gravel Royalty | 773,088 | 773,088 | 765,550 |
| Ariah Park Tip Fee Contributions | 12,540 | 12,540 | 9,679 |
| Medical Complex Development | 9,845 | 9,845 | 14,845 |
| Infrastructure | 1,614,457 | 1,614,457 | 1,389,457 |
| Infrastructure - Airpark Estate | 204,749 | 204,749 | 204,749 |
| Digital Two Way Radio Upgrade | 95,000 | 95,000 | 95,000 |
| Computer Upgrade | 279,156 | 279,156 | 331,601 |
| Sports Council Requirements | 63,566 | 63,566 | 63,566 |
| Youth Donations | 1,372 | 1,372 | 1,266 |
| Revotes | 988,920 | 988,920 | 1,480,183 |
| Airside Maintenance | 153,610 | 153,610 | 116,055 |
| Temora Agricultural Innovation Centre Maintenance Reserve | 10,249 | 10,249 | 10,332 |
| Regional Local Roads Repair Program | 2,187,924 | 2,187,924 | 2,089,404 |
| Total Internally Restricted | 16,437,551 | 16,437,551 | 16,632,787 |
| Total Restricted Reserves | 25,692,075 | 25,692,075 | 25,665,139 |
| Cash & Investments | | | |
| Westpac Cheque Account | | | 1,791,138 |
| AMP Business Saver Account | | | 311,785 |
| AMP Notice Account | | | 839,547 |
| Macquarie Bank Cash Management Accelerator Account | | | 518,145 |
| Westpac Cash Reserve | | | 213,476 |
| Term Deposits held with: | | | |
| Bank of Queensland | | | 1,500,000 |
| National Australia Bank | | | 11,214,615 |
| Commonwealth Bank of Australia | | | 1,026,324 |
| AMP Bank | | | 1,010,076 |
| Macquarie Bank | | | 4,035,604 |
| Westpac Bank | | | 500,000 |
| Northern Territory Treasury Bonds | | | 1,000,000 |
| Australian Equity Bank | | | 2,000,000 |
| My State | | | 500,000 |
| Total Cash & Investments | 25,692,075 | 25,692,075 | 26,460,711 |
| Less Funds required for operational purposes | | | (1,000,000) |
| Cash & Investments Available for Reserves | 25,692,075 | 25,692,075 | 25,460,711 |
| Funding Deficit | | | (204,428) |

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

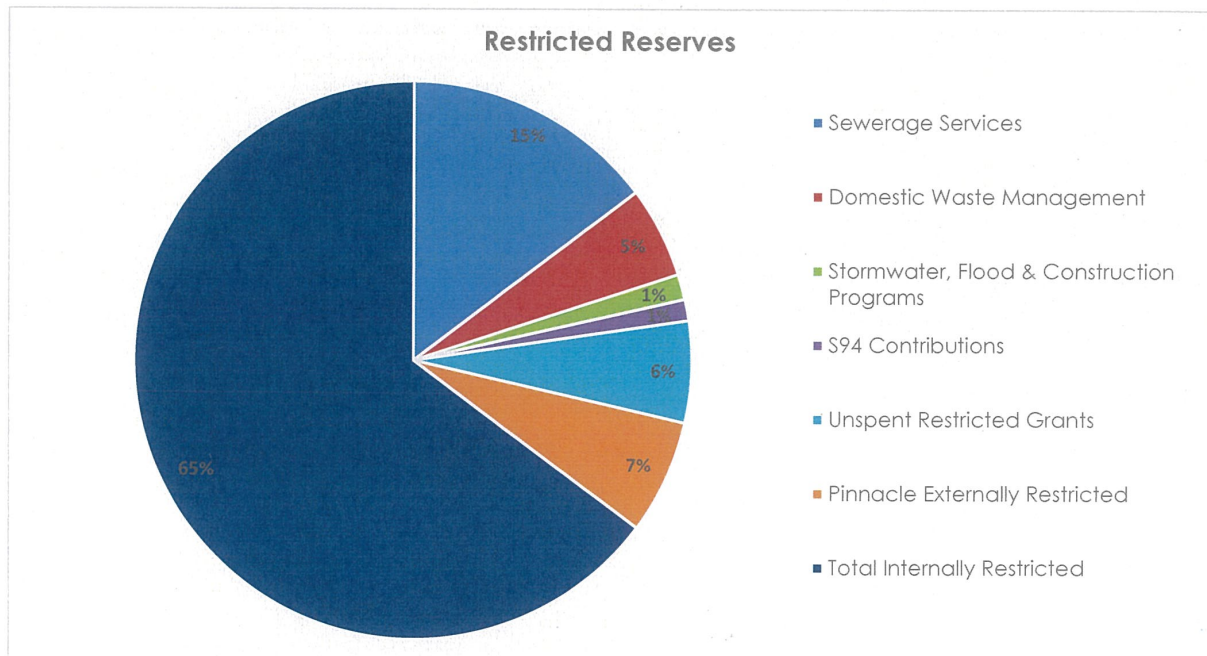
Elizabeth Smith
 Elizabeth Smith



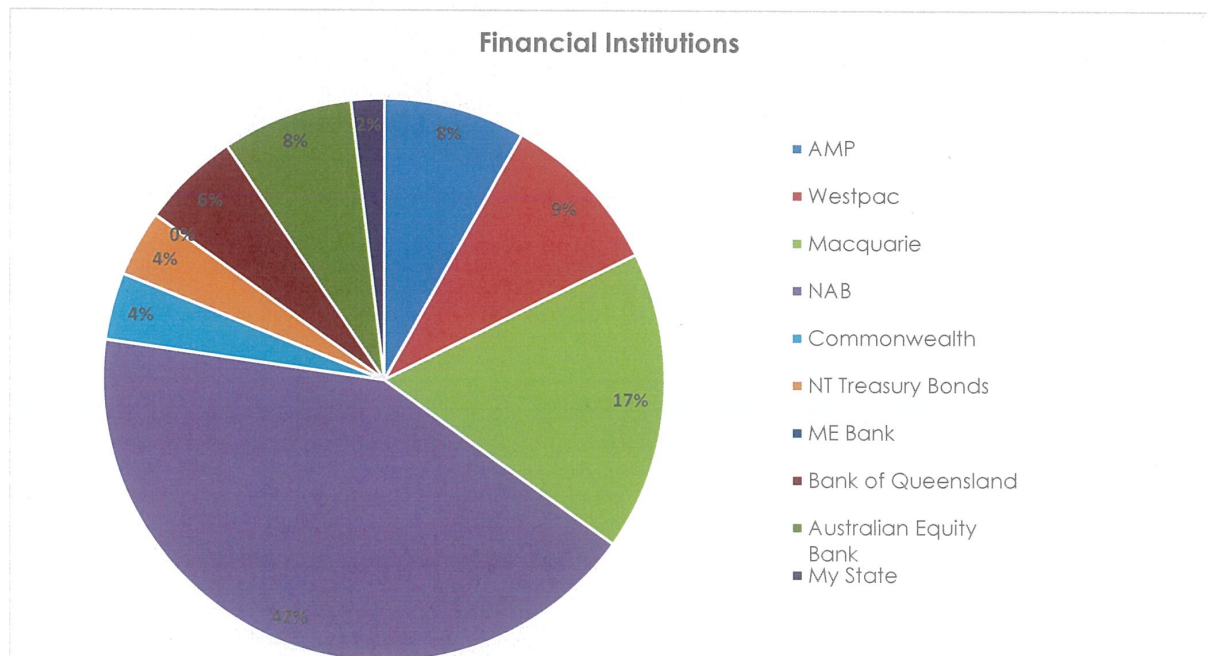
Temora Shire Council

Cash & Investments

For the period ended 31st July, 2023



Graph One - Proportion of reserves externally restricted compared to reserves internally restricted - with externally restricted reserves divided into purpose.



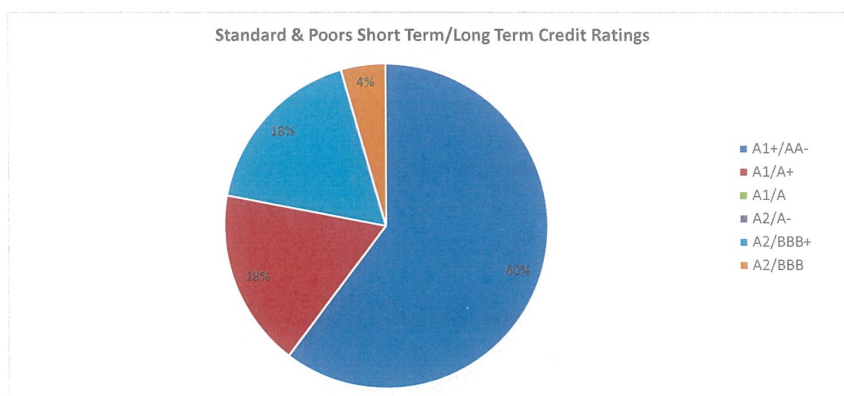
Graph Two - Proportion of cash held with each financial institution.





Temora Shire Council
Cash & Investments

For the period ended 31st July, 2023

| Institution | Rating | Type | Date Lodged | Rate | Term (days) | Maturity Date | Amount Invested | Institution Total |
|-------------------------------------|---------|-------------------------------------|-------------|-------|-------------|---------------|----------------------|----------------------|
| Cash Held | | | | | | | | |
| Westpac Bank | A1+/AA- | Cheque account | | 0.00% | | | 1,791,138.00 | |
| Westpac Bank | A1+/AA- | Cash Reserve | | 1.55% | | | 213,476.44 | 2,004,614.44 |
| Macquarie Bank | A1/A+ | Cash Management Accelerator Account | | 4.10% | | | 518,145.20 | 518,145.20 |
| AMP Bank | A2/BBB | Business Saver | | 2.65% | | | 311,785.38 | |
| AMP Bank | A2/BBB | 31 Day Notice Account | | 4.65% | | | 839,547.07 | 1,151,332.45 |
| Total Cash Held | | | | | | | | 3,674,092.09 |
| Investments Held | | | | | | | | |
| Bank of Queensland | A2/BBB+ | Term Deposit | 22/06/23 | 5.25% | | 22/06/26 | 500,000.00 | |
| Bank of Queensland | | Term Deposit | 21/06/19 | 2.35% | | 19/06/24 | 500,000.00 | |
| Bank of Queensland | | Term Deposit | 1/03/23 | 4.95% | | 28/02/25 | 500,000.00 | 1,500,000.00 |
| National Australia Bank | A1+/AA- | Term Deposit | 7/06/23 | 5.20% | | 12/06/24 | 500,000.00 | |
| National Australia Bank | | Term Deposit | 31/05/23 | 4.95% | | 29/05/24 | 560,965.93 | |
| National Australia Bank | | Term Deposit | 19/01/23 | 4.42% | | 29/11/23 | 517,118.69 | |
| National Australia Bank | | Term Deposit | 8/09/21 | 0.80% | | 9/09/24 | 504,415.11 | |
| National Australia Bank | | Term Deposit | 26/04/23 | 4.50% | | 15/11/23 | 515,757.36 | |
| National Australia Bank | | Term Deposit | 31/05/23 | 4.95% | | 29/05/24 | 522,362.58 | |
| National Australia Bank | | Term Deposit | 27/01/21 | 1.30% | | 20/10/25 | 504,622.90 | |
| National Australia Bank | | Term Deposit | 28/03/22 | 3.15% | | 26/03/27 | 530,000.00 | |
| National Australia Bank | | Term Deposit | 19/01/23 | 4.42% | | 29/11/23 | 512,381.55 | |
| National Australia Bank | | Term Deposit | 28/03/22 | 2.80% | | 27/03/25 | 502,250.00 | |
| National Australia Bank | | Term Deposit | 22/06/23 | 4.90% | | 20/06/28 | 517,576.86 | |
| National Australia Bank | | Term Deposit | 12/07/23 | 5.50% | | 17/07/24 | 517,551.48 | |
| National Australia Bank | | Term Deposit | 6/04/23 | 4.45% | | 3/04/24 | 508,750.00 | |
| National Australia Bank | | Term Deposit | 29/06/22 | 3.96% | | 19/12/23 | 500,863.02 | |
| National Australia Bank | | Term Deposit | 14/03/23 | 4.46% | | 16/08/23 | 500,000.00 | |
| National Australia Bank | | Term Deposit | 14/03/23 | 4.55% | | 27/09/23 | 500,000.00 | |
| National Australia Bank | | Term Deposit | 11/04/23 | 4.45% | | 11/10/23 | 500,000.00 | |
| National Australia Bank | | Term Deposit | 7/06/23 | 5.12% | | 29/02/24 | 1,000,000.00 | |
| National Australia Bank | | Term Deposit | 28/06/23 | 5.51% | | 31/07/24 | 1,000,000.00 | |
| National Australia Bank | | Term Deposit | 30/06/23 | 5.52% | | 13/03/24 | 500,000.00 | 11,214,615.48 |
| Commonwealth Bank | A1+/AA- | Term Deposit | 22/03/23 | 4.27% | | 25/10/23 | 1,026,324.11 | 1,026,324.11 |
| AMP Bank | A2/BBB | Term Deposit | 15/02/22 | 1.00% | | 15/02/24 | 510,075.57 | |
| AMP Bank | A2/BBB | Term Deposit | 30/06/23 | 5.70% | | 15/05/24 | 500,000.00 | 1,010,075.57 |
| Macquarie Bank | A1/A+ | Term Deposit | 21/04/23 | 4.42% | | 23/08/23 | 508,218.32 | |
| Macquarie Bank | | Term Deposit | 8/03/23 | 4.55% | | 20/09/23 | 517,774.11 | |
| Macquarie Bank | | Term Deposit | 22/02/23 | 4.52% | | 30/08/23 | 509,611.17 | |
| Macquarie Bank | | Term Deposit | 28/06/22 | 3.87% | | 24/05/23 | 1,000,000.00 | |
| Macquarie Bank | | Term Deposit | 8/03/23 | 4.55% | | 13/09/23 | 500,000.00 | |
| Macquarie Bank | | Term Deposit | 22/03/23 | 4.64% | | 27/03/24 | 1,000,000.00 | 4,035,603.60 |
| Westpac Bank | A1+/AA- | Term Deposit | 29/08/22 | 4.16% | | 29/08/23 | 500,000.00 | 500,000.00 |
| Northern Territory Treasury | A1+/AA- | Treasury Bonds | 24/03/21 | 0.80% | | 15/06/24 | 500,000.00 | |
| Northern Territory Treasury | | Treasury Bonds | 31/05/21 | 1.30% | | 15/06/26 | 500,000.00 | 1,000,000.00 |
| Australian Equity Bank | A2/BBB+ | Term Deposit | 2/06/23 | 4.99% | | 30/01/24 | 1,000,000.00 | |
| Australian Equity Bank | A2/BBB+ | Term Deposit | 28/06/23 | 5.40% | | 28/08/24 | 1,000,000.00 | 2,000,000.00 |
| My State Bank | A2/BBB+ | Term Deposit | 29/06/23 | 5.50% | | 10/01/24 | 500,000.00 | 500,000.00 |
| | | | | | | | 22,786,618.76 | 22,786,618.76 |
| Total Cash & Investments | | | | | | | | 26,460,710.85 |



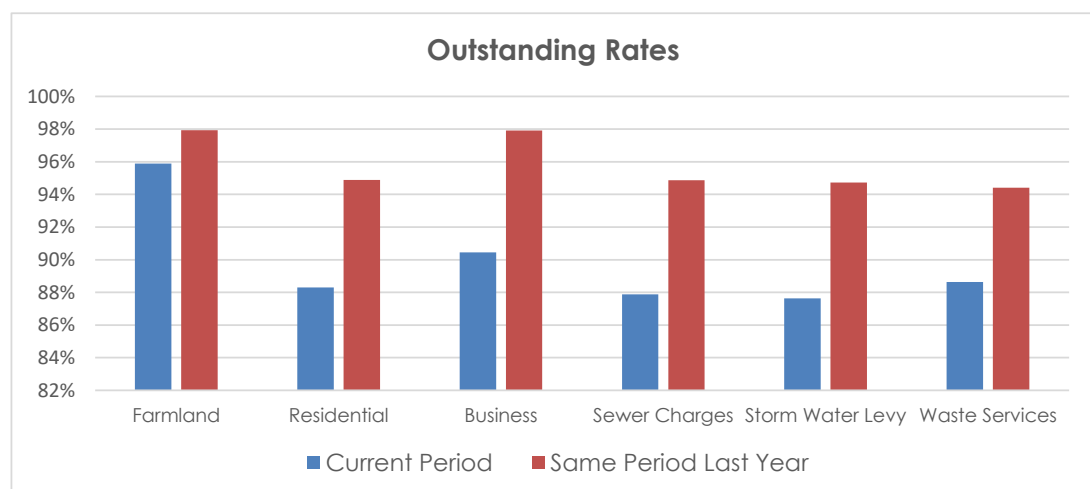
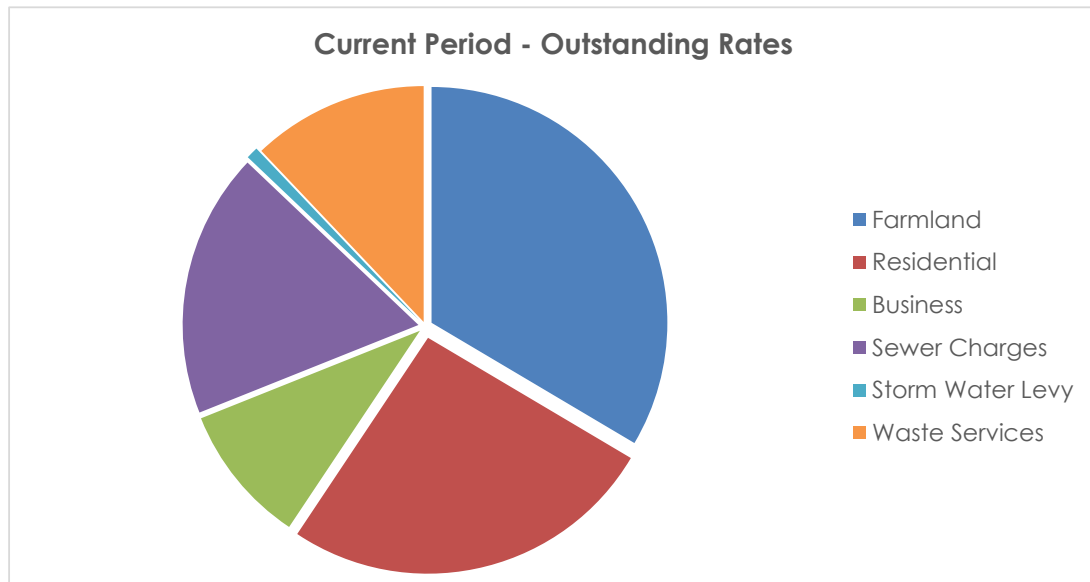
Graph One - proportion of investments held by Standard & Pools credit ratings.

20.10 RATES REPORT - JULY 2023**File Number:** REP23/998**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:**
1. Rates Report [↓](#) 
2. Rates Chart [↓](#) 



Temora Shire Council
Rates Collections
 For the period ended 31 July, 2023

| General Rates Category | Total Rates Levied (Incl Arrears) | Pension Rebates | Payments | Same Period last year | | |
|--|-----------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|
| | | | | Rates Outstanding \$ | Rates Outstanding % | Rates Outstanding % |
| Category | | | | | | |
| Farmland | 2,137,679.82 | (3,185.34) | (87,771.15) | 2,046,723.33 | 96% | 98% |
| Residential Temora - Occupied | 1,481,639.54 | (74,230.51) | (164,928.18) | 1,242,480.85 | 88% | 95% |
| Residential Temora - Vacant | 78,436.23 | 0.00 | (3,860.91) | 74,575.32 | 95% | 98% |
| Residential - Arish Park | 90,429.43 | (6,311.65) | (7,385.26) | 76,732.52 | 91% | 95% |
| Residential - Springdale | 14,522.82 | (1,028.95) | (1,833.06) | 11,660.81 | 86% | 94% |
| Rural Residential | 166,926.40 | (9,819.80) | (21,998.98) | 135,107.62 | 86% | 93% |
| Residential - Temora Aviation | 47,502.44 | (728.97) | (9,005.41) | 37,768.06 | 81% | 97% |
| Business Temora - Hoskins Street | 293,936.22 | | (34,792.33) | 259,143.89 | 88% | 97% |
| Business Temora - Town | 290,964.02 | | (21,495.07) | 269,468.95 | 93% | 98% |
| Business Temora - Aviation | 28,922.94 | | (4,216.35) | 24,706.59 | 85% | 100% |
| Business - Arish Park | 22,813.99 | | (814.78) | 21,999.21 | 96% | 100% |
| Business - Other | 10,552.04 | | (475.38) | 10,076.66 | 95% | 100% |
| Services | | | | | | |
| Residential Sewer Charges | 1,178,760.26 | (36,232.37) | (132,783.76) | 1,009,744.13 | 88% | 95% |
| Non-Residential Sewer Access & Usage Charges | 118,343.11 | | (19,959.86) | 98,383.25 | 83% | 93% |
| Storm Water Levy | 57,468.95 | | (7,103.41) | 50,365.54 | 88% | 95% |
| Domestic & Rural Waste Services | 718,226.87 | (37,418.22) | (78,772.44) | 602,036.21 | 88% | 95% |
| Trade Waste Services | 151,765.64 | | (15,826.89) | 135,938.75 | 90% | 93% |
| Overpayments | (119,887.40) | | 98,982.49 | (20,904.91) | | |
| Legal charges | 15,587.47 | | (127.05) | 15,460.42 | | |
| Total | 6,784,590.79 | (168,955.81) | (514,167.78) | 6,101,467.20 | 91% | 97% |



20.11 TEMORA MEMORIAL TOWN HALL - INCOME & EXPENDITURE JULY 2023

File Number: REP23/999

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Town Hall Financial Report [!\[\]\(e3f8612927870f2e0f9f5989e6dd3064_img.jpg\)](#) 



Temora Shire Council

Temora Memorial Town Hall**Income & Expenditure**

For the period ended 31st July, 2023

| | Current YTD | Prior YTD |
|--|----------------|-----------------|
| Income | | |
| Facility Hire | 1,541 | 1,669 |
| Other Sundry Income | - | - |
| Total Income | 1,541 | 1,669 |
| Expenditure | | |
| Utilities | | |
| Electricity & Gas | (1,102) | (1,929) |
| Rates | - | - |
| Water | - | - |
| Cleaning | (1,027) | (743) |
| Maintenance | (2,196) | (1,669) |
| Administration | | |
| Employee Costs | (489) | (441) |
| Depreciation | - | - |
| Insurance | - | (25,193) |
| Organisation Support Costs | - | - |
| Other/Miscellaneous | - | - |
| Total Expenditure | (4,814) | (29,975) |
| Total Town Hall Surplus/(Deficit) | (3,273) | (28,307) |
| Internal Hire/Donation | 36 | 89 |

20.12 TOWN HALL THEATRE - OPERATING RESULTS JULY 2023**File Number:** REP23/1000**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Town Hall Theatre Operating Statement [↓](#) 



Temora Shire Council

Temora Town Hall Theatre Operating Statement

For the period ended 31st July, 2023

| | Current YTD | Previous YTD |
|---------------------------------------|-----------------|-------------------|
| Candy Bar | | |
| Income | 4,407 | 5,542 |
| Purchases | (1,005) | (2,953) |
| | 3,402 | 2,589 |
| Admissions | | |
| Income | 7,735 | 10,689 |
| Audio Visual Purchases | (5,195) | (8,268) |
| | 2,541 | 2,421 |
| Other Income | | |
| Donations | - | 25 |
| | - | 25 |
| Other Costs | | |
| Advertising | - | (50) |
| Bank Fees | (101) | (130) |
| Cleaning | (309) | (402) |
| Computer Costs | (197) | (80) |
| Event Catering Expenses | (273) | - |
| General Maintenance | - | (259) |
| Insurance | - | (6,614) |
| Materials Purchased | - | (320) |
| Rates & Electricity | (380) | (1,232) |
| Employee Costs | (2,389) | (3,123) |
| Sundry Expenses | - | 2 |
| Telephone & Internet | (121) | - |
| | (3,769) | (12,208) |
| Total Cinema Surplus/(Deficit) | \$ 2,174 | (\$ 7,172) |
| Internal Hire/Donation | - | - |

20.13 FRIENDS OF THE TEMORA SHIRE CEMTERY AGM MINUTES HELD 10 JULY 2023**File Number:** REP23/1017**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Friends of Temora Shire Cemtery AGM [!\[\]\(0aff635c4179ba9e710b00f4b01d3b20_img.jpg\)](#) 

FRIENDS OF THE TEMORA SHIRE CEMETERIES

(Incorporated with the Temora Shire Council)

| | | |
|--|---|---|
| Ian Preston (Group Pres) 32 Gallipoli St Temora NSW 2666 Ph. 0428 729 410 | Pat Taylor (Hon Sec) 22 Lawson Rd Temora 2666 Merryl Graham (Hon Treas) PO Box 251 Temora 2666 | Temora Shire Council PO Box 262 Temora NSW 2666 Ph. 02 6980 1100 |
|--|---|---|

Email us at: temshire@temora.nsw.gov.au - be sure to direct it for our attention.

Minutes of the Friends of the Temora Shire Cemeteries AGM Meeting July 10, 2023

Held at Temora Shire Council Chambers

Meeting Opened: 10.02 am and Ian welcomed everyone present and thanked them for their attendance.

Attendance: Ian Preston, Rick and Pat Taylor, Harold Fritsch, Wilma McCubbin, Betty Brabin, Barb Harmer, Mavis Cassidy, Lyn and Michael Wells, Merryl Graham, Leonie Weir, Pam Beurckner and Kris Dunstan.

Apologies: Darryl Sutherland, Sal Hurst, Keith Cassidy, Belinda Bushell, Max Oliver, Bruce Firman, Brian Murray, and Bob Hudson. Accepted.

Minutes: Minutes of the previous AGM meeting were read by Pat. Moved Mavis Cassidy 2nd Kris Dunstan. Carried.

President's Report: Ian Preston presented his report. Moved Merryl Graham 2nd Betty Brabin. carried.

Treasurer's Report: Merryl Graham presented the financial report. Credit balance in Cheque account \$21,787.13 and Term Deposit \$7,568.60, Total \$29,355.73. Merryl moved her report be accepted, 2nd Ian Preston. Carried.

Election of Office Bearers: Ian Preston vacated the seat and Kris Dunstan took over proceedings calling for nominations.

Election of Office Bearers:

| | | |
|------------------------|---------------|--|
| <i>President:</i> | Ian Preston | Moved, Merryl Graham 2nd Betty Brabin - Accepted |
| <i>Vice President:</i> | Lyn Wells | Moved Merryl Graham, 2nd Pam Buerckner - Accepted |
| <i>Secretary:</i> | Pat Taylor | Moved Mavis Cassidy, 2nd Harold Fritsch - Accepted |
| <i>Treasurer:</i> | Merryl Graham | Moved Lyn Wells, 2 nd Wilma McCubbin - Accepted |

Research Officers: Ian Preston, Merryl Graham, Wilma McCubbin, Lyn Wells and Pam Buerckner. Moved Harold Fritsch, 2nd Betty Brabin

Kris Dunstan congratulated all appointed office bearers and on behalf of the Temora Shire Council and the local community, thanked the Committee and the volunteers and wished the well in the coming year.

Meeting Closed: 10-15am

20.14 FRIENDS OF TEMORA SHIRE CEMETERY MINUTES HELD 10 JULY 2023**File Number:** REP23/1019**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Friends of Temora Shire Cemetery minutes [↓](#) 

FRIENDS OF THE TEMORA SHIRE CEMETERIES

(Incorporated with the Temora Shire Council)

.....
Ian Preston (Group Pres)
32 Gallipoli St
Temora NSW 2666
Ph. 0428 729 410

Pat Taylor (Hon Sec)
22 Lawson Rd Temora 2666
Merryl Graham (Hon Treas.)
PO Box 251 Temora 2666

Temora Shire Council
PO Box 262
Temora NSW 2666
Ph. 02 6980 1100

Email us at: temshire@temora.nsw.gov.au - be sure to direct it for our attention.

Minutes of the Friends of the Temora Shire Cemeteries Meeting Monday 10 July 2023, Temora Council Chambers, Temora

Meeting Opened: 10.16am.

Attendance: Ian Preston, Rick and Pat Taylor, Harold Fritsch, Wilma McCubbin, Betty Brabin, Barb Harmer, Mavis Cassidy, Lyn and Michael Wells, Merryl Graham, Leonie Weir, Pam Beurckner and Kris Dunstan

Apologies: Darryl Sutherland, Sal Hurst, Keith Cassidy, Belinda Bushell, Max Oliver, Bruce Firman, Brian Murray, and Bob Hudson. Accepted.

Minutes: Minutes of the previous meeting were read by Pat. The minutes were accepted as read by Lyn Wells 2nd Mavis Cassidy. Carried

Business Arising: Columbarium Wall – Letter and number plaques were purchased and have been installed on the northern wall.

Ariah Park Cemetery – New plaque has been installed on the amenities block wall.

A donation of \$10,000 has been received by the Temora Senior Citizens Group.

Tree Pruning – The pine trees were pruned but not as hard as we would have liked, resulting in drooping limbs (a few months later). Kris suggested that we put in a request to the Council for their assistance.

Treasurer's Report: Financial report read by Merryl Graham indicated a credit balance of \$29,364.58. Merryl moved her report to be accepted as read, 2nd Kris Dunstan, carried.

Correspondence:

Outward:

- Email to Kris Dunstan, Temora Shire Council, requesting a load of gravel for the Old Monumental Cemetery. Thank you, Kris, for your prompt response.
- Thank you letter to Harvey Mowers, re donation of chain/bar oil.
- Temora Senior Citizens Group – an itemised list and cost estimates as requested for their consideration (re. possible donation).
- Thank you letter to the Temora Senior Citizens Group for their very generous donation of \$10,000. This is very much appreciated by the FOTSC and the local community.
- Letter to Diane Choice of Ariah Park/Mirrool Garden Club, thanking them for donation of \$881.41.
- Sympathy card to Val Haines following the passing of Tom Haines.
- Emails to Temora Shire Council regarding 3 Seats, plaques, and installation of 3 cement slabs.

Inward:

- Mayor's Office, an invitation to attend an afternoon tea, commemorating King Charles III Coronation.
- Temora Senior Citizens Group Re Donation.
- Quotations from Phoenix Foundry and Aluminium Seating.
- Invitation from Mayor to attend the Mayoral Morning tea for community volunteers.

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

General Business:

1. STREET STALL AND RAFFLE. Pat suggested we forego the street stall in 2024 and run an additional raffle instead. Betty informed the meeting that she is against this suggestion. Following a discussion, President Ian called for a show of hands on this issue. The majority voted to NOT have the street stall. Pat moved to not have a street stall in 2024 and that we hold two raffles in that year. 2nd Lyn Wells. Carried.
2. SENIOR CITIZENS DONATION. Merryl outlined the purchases we made with the donated money. The row and column bronze markers on the Columbarium Wall (installed). Three aluminium seats; 2 for the Old Temora Cemetery and 1 for the Lawn, plaques for the seats and 3 cement slabs (yet to be installed). Kris suggested we mark out the location for the slabs. Thank you plaque also to be installed on Columbarium Wall.
3. ARIAH PARK /MIRROOL GARDEN CLUB. The donation of \$881.41 will be earmarked for the Ariah Park Cemetery existing garden or new garden if the present one is to be removed to make way for the lawn cemetery.
4. TEMORA SHIRE CEMETERY MAPPING. The web site can be difficult to access for mobile phone users and needs to be made more user friendly. Merryl stated that she had spent some time with Amanda Cowell regarding the issues/complaints passed on from other users. The Mapping system used by Temora Shire Council is the same as used by Junee and Wagga Shire Councils. The system is designed as a website not so much as an App for mobile phone use. Kris suggested a possible QR code to be included in the information panels at the cemetery. Lyn commented that her father was buried two years ago, and he was still not on the system. Kris suggested that Lyn advises Amanda re. same.
5. CEMETERY STREET SIGNS. Merryl informed the meeting there are no cemetery street signs in the main street. Kris suggested to write a letter the Temora Shire Council General Manger requesting a Cemetery sign to be erected on the southern side of town at the Murphy Street/Junee Road intersection.
6. INFORMATION EXCHANGE.

Wilma addressed the meeting, paying homage to Tom Haines.

Wilma raised an issue about the large Aleppo pine tree at the north-western end of the old Temora cemetery that appears to be dying. Merryl stated that despite the tree's appearance, the tree in question had been inspected earlier this year by Cassidy Tree Service and they stated that the tree was alive. The FOTSC have been keeping a close eye on this tree.

Wilma enquired if we affix service badges on Ex Servicemen's graves at the Ariah Park Cemetery. Merryl stated that if there is a monument in place then that is the family's responsibility. If there is an unmarked grave that has been identified as an ex-service man or woman, then permission is sought via the Australian War Graves and the AIF badge is then included on their plaque. This is the process that the FOTSC have been doing at all the cemeteries in in the Temora Shire. If a family member requests a Service badge plaque for a marked grave, then the FOTSC will oblige.

Michael requested that the FOTSC obtain quotes for the tree pruning. 2nd Betty. Carried.

Ian has raised concerns with the sprinkler system in the lawn cemetery. Particularly Rows S and T. Water pools between the plinths and the white stones become stained when the water drains. Ian requested that Council top up the white stones. Kris to follow up with Council.

Next Meeting: Monday 4 September 2023 commencing at 10am at Beige Shed Old Temora Cemetery (Temora Council Chambers in the event of Inclement weather).

In closing, President Ian thanked everyone for their attendance.

Meeting Closed 11.00 am.

20.15 SPRINGDALE COMMUNITY COMMITTEE AGM MINUTES 16 JULY 2023**File Number:** REP23/1002**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Springdale Community Committee AGM [↓](#) 

SPRINGDALE COMMUNITY COMMITTEE**ANNUAL GENERAL MEETING****July 16, 2023**

Present: Pat Thorne, Jess Miller, Vinni Reid, Max Oliver

Apologies: Belinda Bushell, Les Buckley, Annie Thorne

Minutes of the previous meeting read and accepted.

All positions are declared vacant. Max Oliver is the returning officer.

Nominations are as follows:

President – Les Buckley. Seconded by Pat. Les previously accepted the nomination and was voted unopposed.

Vice president – Pat Thorne. Seconded by Vinni. Pat accepted and the nomination was voted unopposed.

Secretary – Jess Miller. Seconded by Pat. Jess accepted and the nomination was voted unopposed.

Treasurer – Vinni Reid – seconded by Jess. Vinni accepted the nomination and was voted unopposed.

Committee members – Annie Thorne and John Woodley. Moved by Jess. Seconded by Vinni.

Current hire fees of the hall are \$200. The committee agreed this is still an appropriate amount to charge.

Correspondence:

Incoming: Letter from council inviting committee members to the Local Government Week Morning Tea.

Outgoing: Letter of welcome to the new Temora Shire Council General Manager

General Business:

- Pat informed the committee that the theme for 2024 Anzac Day service theme will be 'Music'. He has been in touch with New Zealand man, Ross Himona, about Anzac Day 2024. He has agreed to be involved in the 2024 service and will join with Jenny

Kotzur to sing the French National Anthem. Peter Pratt will also be involved and hopefully collaborate with his parents to perform.

- TSC workers installed a new septic tank and rubble drain. Hopefully this resolves the issues that have caused problems in the past.

Meeting concluded at 5:55pm

Next meeting will be held on the 17th September.

20.16 SPRINGDALE COMMUNITY COMMITTEE MINUTES HELD 16 JULY 2023**File Number:** REP23/1004**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Springdale Community Committee [!\[\]\(e3f8612927870f2e0f9f5989e6dd3064_img.jpg\)](#) 

Springdale Community Committee

Meeting opened: 5:13pm

DATE: 16.07.2023

Present: Pat Thorne, Jess Miller, Vinni Reid, Max Oliver

Apologies: Annie Thorne, Les Buckley

Minutes of previous meeting

Minutes read and accepted – Minutes accepted. Moved by Pat, seconded by Vinni

Business arising from minutes:

Following further investigations, internet banking can be used for bank transactions as long as two committee members have SWSCU internet banking.

Treasures report: Read and accepted. Moved by Les, seconded by Jess.

20.17 AUDIT RISK & IMPROVEMENT COMMITTEE MEETING MINUTES HELD 27 JULY 2023**File Number:** REP23/1029**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** 1. ARIC Minutes July 2023 [↓](#) 

TEMORA SHIRE COUNCIL
AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING
Thursday 27 July 2023
10:00am



In Attendance – Melissa Boxall (Temora Shire Council), Elizabeth Smith (Temora Shire Council), Cr Claire McLaren (Temora Shire Council)(Zoom), Peter Veneris (Lockhart Shire Council), Craig Fletcher (Lockhart Shire Council), Shayne Perrot (Community Member), Grant Nicholson (Enterprise Risk Manager), Dannielle MacKenzie (Crowe)(via Zoom).

MINUTES

1. WELCOME

The meeting was opened by Peter Veneris at 10.05am.

2. APOLOGIES

Nil

3. CONFIRMATION OF MINUTES

Minutes of meeting 9 March 2023 are attached.

RESOLUTION:

It was resolved on the motion of Mr Shayne Perrot seconded Mr Craig Fletcher that the minutes of the Audit, Risk and Improvement Committee Meeting held 9 March 2023 be adopted.
Carried.

4. ACTION REPORT

The Audit Action Report was provided, listing outstanding actions and progress against them. The Director of Administration & Finance highlighted areas of progress during the period. Progress was noted in relation to the Records Management and IT Internal Audits. Council's Electronic Document Management System has been updated and training is currently being rolled out to staff in dealing with social media posts about Council business. Council's ICT Strategy has been reviewed by the IT Officer, with suggested changes forwarded to consultant.

RESOLUTION:

It was resolved on the motion of Mr Shayne Perrot seconded Mr Craig Fletcher that the progress against previous audit reports be noted.
Carried.

5. NSW AUDIT OFFICE/CROWE – INTERIM AUDIT OUTCOMES

Ms Dannielle MacKenzie provided an overview of the interim audit. The audit went very well, with no Interim Audit Management Letter to be issued. The high-risk issue outstanding from last financial year (qualified audit opinion re RFS Assets) is still outstanding and will be considered again at the year-end audit. The year-end audit will be conducted remotely.

RESOLUTION:

It was resolved on the motion of Cr Craig Fletcher seconded Mr Shayne Perrot that the ARIC note that the interim audit update.

Carried.

6. RISK MANAGEMENT COMMITTEE

Mr Grant Nicholson presented the minutes of the Risk Management Committee meeting. It was noted that Playground Risk Management will be a topic of the Statewide Mutual risk management Continuous Improvement Pathway, which it is thought will be beneficial to Temora Shire Council. The Risk Management Committee noted a report on the SafeWork Improvement Notice issued to Parramatta City Council in February 2023. The improvement notice was issued following changes to the WHS legislation in October 2022 which sees psychosocial hazards being subject to the same requirements as physical hazards. The Risk Committee also received and noted the JLT Public Sector Risk Report for 2022/23.

RESOLUTION:

It was resolved on the motion of Mr Shayne Perrot seconded Mr Craig Fletcher that the ARIC receive and note the minutes of the Risk Management Committee Meeting dated Tuesday 6th June 2023.

Carried.

7. UPDATE ON TRANSITION TO COMPLIANCE WITH ARIC GUIDELINES

The Committee received a briefing paper on the guidelines for Risk Management and Internal Audit. The Director Administration and Finance also noted that several meetings have taken place with the Internal Audit Alliance to determine a cost-effective way forward. At the latest Alliance meeting it was proposed that the Alliance seek out an Independent Chair who would be willing to act as Chair of all member Council's committees. It was also proposed that the Alliance call for a panel of independent members from which each member Council could select their (minimum) two independent members. Further to this, the Alliance is to seek advice from the OLG on whether a proposal to employ a shared head of internal audit would meet the requirements.

RESOLUTION:

It was resolved on the motion of Mr Shayne Perrot seconded Mr Craig Fletcher that the ARIC note the progress update on transitioning to compliance with the ARIC guidelines.

Carried.

8. REPORTS OF FRAUD/CORRUPTION

There have been no incidents of fraud, NSW Ombudsman requests or ICAC enquiries involving Temora Shire Council.

9. MEETING SCHEDULE

The meeting for the next Audit, Risk and Improvement Committee will be scheduled for Thursday 9th November 2023.

10. OTHER BUSINESS

- i) Cr McLaren enquired on the requirement for the ARIC to review the performance of the internal audit function each year and report its findings to the elected Council as part of the committee's annual assessment. The Director Administration & Finance advised that this requirement will come into effect from 1 July 2024.
- ii) The Chairman, Mr Peter Veneris noted that the next internal audit topic will be IP&R compliance.

11. MEETING CLOSE

The meeting closed at 10.38pm

20.18 AUSTRALIA DAY COMMITTEE MEETING MINUTES HELD 28 JULY 2023**File Number:** REP23/1033**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance

Attachments:

1. Australia Day Committee AGM 28 July 2023 [!\[\]\(8d0f0e0fe25b320c33272c52aec1fbca_img.jpg\) !\[\]\(c1e4487e48462435243c9e117557e045_img.jpg\)](#)
2. Australia Day Committee Meeting 28 July 2023 [!\[\]\(8823fcf8e90563a144be0b7cea058423_img.jpg\) !\[\]\(38006c13f313e4b0b98e8b2a7226a5e4_img.jpg\)](#)

TEMORA SHIRE AUSTRALIA DAY COUNCIL

*MINUTES OF THE ANNUAL GENERAL MEETING HELD ON FRIDAY 28TH JULY, 2023
HELD AT THE TEMORA SHIRE COUNCIL CHAMBERS, COMMENCING AT 5.30PM*

PRESENT: Cr Graham Sinclair (Chairman), Cr Rick Firman (Vice Chairman), Cr Max Oliver (Treasurer), Mrs Beth Firman (Secretary)

APOLOGIES: Ms Roz St Clair
The apologies were received and confirmed on the motion of Cr Oliver and Beth Firman **CARRIED**.

MINUTES OF LAST MEETING:

The minutes of the last meeting were read and confirmed on the motion of Cr Oliver and Cr Rick Firman **CARRIED**

BUSINESS ARISING: Nil

CORRESPONDENCE:

Incoming:

- Nil

Outgoing:

- Nil

CHAIRMAN'S ANNUAL REPORT – Thank you to all the committee members for their commitment and all award winners

TREASURER'S ANNUAL REPORT:

The treasurer delivered his annual report, a copy of which forms part of the official minutes.

The treasurers report was read, dealt with and approved on the motion of Cr. Oliver and Beth Firman **CARRIED**

ELECTION OF OFFICE BEARERS FOR 2023/24

The Deputy Chairman, Cr. Rick Firman conducted the election of officers for the ensuing 12 months and Cr. Firman declared the positions open.

CHAIRMAN: Cr Oliver nominated Cr Graham Sinclair. He advised he would accept the nomination and was declared elected Chairman.

DEPUTY CHAIRMAN: Beth Firman Nominated Cr Rick Firman. He accepted the nomination and declared elected Deputy Chairman

SECRETARY: Cr Oliver nominated Mrs Beth Firman who accepted the nomination and was declared elected Secretary

TREASURER: Beth Firman Nominated Cr Max Oliver who accepted the nomination and was declared elected Treasurer

AUSTRALIA DAY COUNCIL MEMBERS: Cr. Rick Firman called for nominations for positions on the TSADC as Committee Members. The following were nominated : Ms Roz St Clair (Ariah Park Committee Co-Ordinator)

Council Delegates: Cr. Rick Firman (Mayor), Cr. Graham Sinclair (Deputy Mayor), Cr. Max Oliver. Cr. Firman congratulated all those elected to their respective positions

GENERAL BUSINESS:

Nil

There being no further general business, the chairman thanked all for their attendance and declared the meeting closed at 5.48pm.

DATE: _____

SIGNED: _____
Chairman

TEMORA SHIRE AUSTRALIA DAY COUNCIL

MINUTES OF THE LAST GENERAL MEETING HELD ON MONDAY 28TH JULY 2023 HELD AT THE TEMORA SHIRE COUNCIL CHAMBERS, COMMENCING AT 5.30PM

PRESENT: Cr. Graham Sinclair (Chairman), Cr Rick Firman (Vice Chairman), Cr Max Oliver (Treasurer), Mrs Beth Firman (Secretary)

APOLOGIES: Ms Roz St Clair

The apologies were received and confirmed on the motion of Beth Firman and Cr Oliver

CARRIED.

MINUTES OF LAST MEETING:

Read by the Secretary. The minutes of the last meeting were read and confirmed on the motion of Beth Firman and Cr Max Oliver **CARRIED**

BUSINESS ARISING:

- Nil

CORRESPONDENCE:

Incoming:

- Invitation from the Mayor to attend a morning tea for Local Govt Week

Outgoing:

- Meeting Notices

Beth Firman and Cr Oliver moved that the outward correspondence be endorsed and the inward correspondence be read and dealt with. **CARRIED**

TREASURER'S REPORT:

Nil to report

GENERAL BUSINESS:

- A motion was made that we conduct Australia Day functions in both Temora at Gloucester Park and Arian Park at Davey Park. Moved Cr Firman seconded Cr Oliver **CARRIED**
- Beth Firman is to book the street banner, mobile stage and Town Hall in case of wet weather
- On the motion of Cr Sinclair and Cr Firman it was moved that awards be conducted consisting of Citizen of the Year, Young Citizen of the Year and Event of the Year. Further that Cr Firman will investigate other options of nominating of citizens from other NSW Councils **CARRIED**
- Cr Firman is to arrange three advertisements for nominations to go in the Temora Independent. Nominations to close on Friday 27th October 2023. Will also arrange media coverage via Facebook etc
- It was decided to continue with a local Australia Day Ambassador for 2024. The Secretary to talk to Mai Pham. **CARRIED**
- Cr Oliver to contact Mr Craig Giles regarding the entertainment music. Cr Sinclair to contact Daryl Kemp regarding the sound.

There being no further general business, the chairman thanked all for their attendance and declared the meeting closed at 6.00pm. Next meeting to be held on Wednesday 7th September 2023 at 5.30pm in the TSC Chambers

DATE: _____

SIGNED: _____
Chairman

21 CONFIDENTIAL REPORTS**RESOLUTION 144/2023**

Moved: Cr Jason Goode

Seconded: Cr Graham Sinclair

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 5:01pm:

21.8 Mayoral Minute - Mayoral Citation

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

RESOLUTION 146/2023

Moved: Cr Rick Firman

Seconded: Cr Jason Goode

It was resolved that Council adopt the confidential Mayoral Minute.

Carried

21.1 Confidential Minutes of the Assets & Operations Committee Meeting held on 8 August 2023

This matter is considered to be confidential under Section 10A(2) - a, b, di and g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors), discussion in relation to the personal hardship of a resident or ratepayer, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

RESOLUTION 147/2023

Moved: Cr Graham Sinclair

Seconded: Cr Max Oliver

It was resolved that the reports be received.

Carried

RESOLUTION 148/2023

Moved: Cr Jason Goode

Seconded: Cr Belinda Bushell

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

Carried

21.2 Confidential Minutes of the Economic Development and Visitations Committee Meeting held on 8 August 2023

This matter is considered to be confidential under Section 10A(2) - c and di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting

would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

RESOLUTION 149/2023

Moved: Cr Claire McLaren

Seconded: Cr Lindy Reinhold

It was resolved that the reports be received.

Carried

RESOLUTION 150/2023

Moved: Cr Jason Goode

Seconded: Cr Graham Sinclair

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

Carried

21.3 Hoskins Street Pavement Upgrade

This matter is considered to be confidential under Section 10A(2) - diii 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, reveal a trade secret.

RESOLUTION 151/2023

Moved: Cr Lindy Reinhold

Seconded: Cr Max Oliver

It was resolved that an updated media release be provided to the public in relation to the planned Hoskins Street Pavement Upgrade project.

Carried

21.4 Aboriginal Land Claims - Responses submitted

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

RESOLUTION 152/2023

Moved: Cr Jason Goode

Seconded: Cr Lindy Reinhold

It was resolved that Council note the report.

Carried

21.5 Harper Park Toilets Upgrade and Accessibility

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

commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

RESOLUTION 153/2023

Moved: Cr Jason Goode

Seconded: Cr Nigel Judd

It was resolved that Council endorse the submission of the application for funding of the Harper Park Toilets Upgrade and Accessibility under the Clubs Grants – infrastructure grants.

Carried

21.6 Temora Recreation Centre Management

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

RESOLUTION 154/2023

Moved: Cr Graham Sinclair

Seconded: Cr Jason Goode

It was resolved that:

- 1) Council call for expressions of interest from appropriately resourced companies to provide Management Services for the Temora Recreation Centre and that this process run concurrently with the Recreation Centre Manager recruitment process; and**
- 2) The outcomes of both processes be brought back to the September Assets and Operations committee for further consideration.**

Carried

21.7 Developer Infrastructure Deferred Payment Agreement

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

RESOLUTION 155/2023

Moved: Cr Belinda Bushell

Seconded: Cr Jason Goode

It was resolved that Council endorse the amendments to the agreement.

Carried

CARRIED

RESOLUTION 145/2023

Moved: Cr Jason Goode

Seconded: Cr Lindy Reinhold

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

CARRIED

22 MEETING CLOSE

The Meeting closed at 5:33pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 21 September 2023.

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GENERAL MANAGER

.....
CHAIRMAN