Date:	**Thursday, 20 July 2023**
Time:	**4:03PM**
Location:	**105 Loftus Street**
	TEMORA NSW 2666

MINUTES

Ordinary Council Meeting

20 July 2023

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MINUTES OF TEMORA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON THURSDAY, 20 JULY 2023 AT 4:03PM

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: 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), Anne Rands (Executive Assistant)

1 OPEN AND WELCOME

Public Forum was held at 3:15pm with the following:

MLHD – Project Team – New Hospital

Mr Darryl Sutherland – Naming of culvert on Mary Gilmore Way

Cr Anthony Irvine left the meeting at 4:04 pm.

2 ACKNOWLEDGEMENT OF COUNTRY

CR ANTHONY IRVINE RETURNED TO THE MEETING AT 4:04PM.

3 APOLOGIES

Nil

4 OPENING PRAYER

The opening prayer was conducted by Rev Darren Kupke from the Temora Lutheran Church.

Mayor Rick Firman made a presentation to new General Manager Ms Melissa Boxall

5 CONFIRMATION OF MINUTES

RESOLUTION 105/2023

Moved: Cr Graham Sinclair
Seconded: Cr Jason Goode

That the minutes of the Ordinary Council Meeting held on 15 June 2023 be confirmed.

CARRIED

6 DISCLOSURES OF INTEREST

Councillor/Officer	Item	Nature of Interest	How Managed
NIL			

7 MAYORAL MINUTES

7.1 MAYORAL MINUTE - JULY 2023

File Number: **REP23/1007**

Author: **Executive Assistant**

Authoriser: **General Manager**

Attachments: **Nil**

REPORT

Temora Shire Council, together with the entire community formally welcome our new General Manager, Ms Melissa Boxall.

After an intensive period of recruitment, Councillors unanimously selected Ms Boxall to replace our previous General Manager (Mr G C Lavelle PSM), after 28 consecutive years in the role.

Our General Manager comes to us with exceptional credentials and experience and is highly regarded across our local government sector. This is Ms Boxall's first appointment as a General Manager, and I know we will all support her to succeed in this crucial role.

Ms Boxall does have large boots to fill, however, Council is already most impressed with her efforts. We know Ms Boxall will continue to give us her best.

Council and Shire citizens also extend a warm welcome to the General Manager's husband, Jason, her children, together with her mother. We're pleased they have already started immersing themselves in our Temora Shire community.

Most of us here have been born and bred in Temora Shire. However, what is even more special is our General Manager, together with her family, have chosen to be part of our Temora Shire 'Family' – and we are mighty proud they have.

RESOLUTION 106/2023

Moved: Cr Claire McLaren
Seconded: Cr Jason Goode

It was resolved that the Mayoral Minute be noted.

CARRIED

Report by Mayor Rick Firman OAM

8 REPORTS FROM COMMITTEES

8.1 MINUTES OF THE ASSETS & OPERATIONS COMMITTEE MEETING HELD ON 11 JULY 2023

File Number: REP23/980

Author: Director of Administration & Finance

Authoriser: Director of Administration & Finance

Attachments: 1. Minutes of the Assets & Operations Committee Meeting held on 11 July 2023

RESOLUTION 107/2023

Moved: Cr Graham Sinclair
Seconded: Cr Max Oliver

It was resolved that the reports be received.

CARRIED

RESOLUTION 108/2023

Moved: Cr Claire McLaren
Seconded: Cr Jason Goode

In relation to REP 23/936 4.9 Urban Dog off Leash Area that Council consider the Oval and Golden Gate Reserve as the preferred options and enter into discussion with the impacted stakeholders.
AND FURTHER
That a report on proposed designs and costings come back to Council.

CARRIED

RESOLUTION 109/2023

Moved: Cr Belinda Bushell
Seconded: Cr Anthony Irvine

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

CARRIED

Date:	**Tuesday, 11 July 2023**
Time:	**2:10PM**
Location:	**105 Loftus Street**
	TEMORA NSW 2666

MINUTES

Assets & Operations Committee Meeting

11 July 2023

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MINUTES OF TEMORA SHIRE COUNCIL
ASSETS & OPERATIONS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 11 JULY 2023 AT 2:10PM

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

IN ATTENDANCE: Kris Dunstan (Director of Environmental Services)(arrived 2.57pm), Elizabeth Smith (Director of Administration & Finance), Alex Dahlenburg (Engineering Works Manager), Melissa Boxall (General Manager), Amanda Colwill (Engineering Technical Officer)

1 OPEN MEETING

2.10pm

2 APOLOGIES

COMMITTEE RESOLUTION 79/2023

Moved: Cr Jason Goode
Seconded: Cr Max Oliver

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

CARRIED

3 DISCLOSURES OF INTEREST

Councillor/Officer	Item	Nature of Interest	How Managed
Nil			

4 REPORTS

4.1 TEMORA ROUNDABOUT VISIBILITY

File Number: **REP23/843**

Author: **Engineering Technical Officer**

Authoriser: **Engineering Asset Manager**

Attachments:
1. **Correspondence**
2. **August 2022 Report**

REPORT

Council is in receipt of detailed correspondence in relation to the lack of visibility at the Hoskins Street roundabouts. This issue has been raised previously on several occasions, most recently being at the August 2022 Traffic Committee attached.

Budget Implications

N/A

COMMITTEE RESOLUTION 80/2023

Moved: Cr Jason Goode
Seconded: Cr Rick Firman

The Committee resolved to recommend that Council take no action.

CARRIED

Report by Rob Fisher

23rd May 2023

To the Councillors & General Manager of the Temora Shire Council
Temora Shire Council
105 Loftus Street
PO Box 262
Temora NSW 2666

Dear Councillors & General Manager,

I am writing to raise my concern regarding the three roundabouts located on the main Temora street Hoskins Street in regards to driver's visibility and subsequent road safety. Specifically, the height (or existence) of hedges on the roundabouts impedes driver visibility of oncoming traffic and poses a potential hazard for road users.

I note that the Traffic Committee has addressed this issue before (Item 4.4 of Minutes of 9th August 2022) and multiple concerns have been raised regarding this issue in the last 10+ years. In the report, it states "In Terms of Austroads standards ASD is measured from driver's eye height (1.1m)." The conclusion is that pruning of the hedges below a total of 1.1m from the road surface would adequately allow visibility.

However, this is not true in practice – there is still lack of visibility. This is because the height of a car indicator (0.65 m height from road surface) has not been considered. This measurement is from the same Austroads standards above.

In *Guide to Road Design 4b: Roundabouts (Austroads 2021)*, it states:

"Three sight distance criteria must be applied to the combination of vertical and horizontal geometry at roundabouts as illustrated in Figure 3.1. …

It is important to note that:

Criterion 1 and 2 are both mandatory requirements
Criterion 3 is not mandatory." (p12)

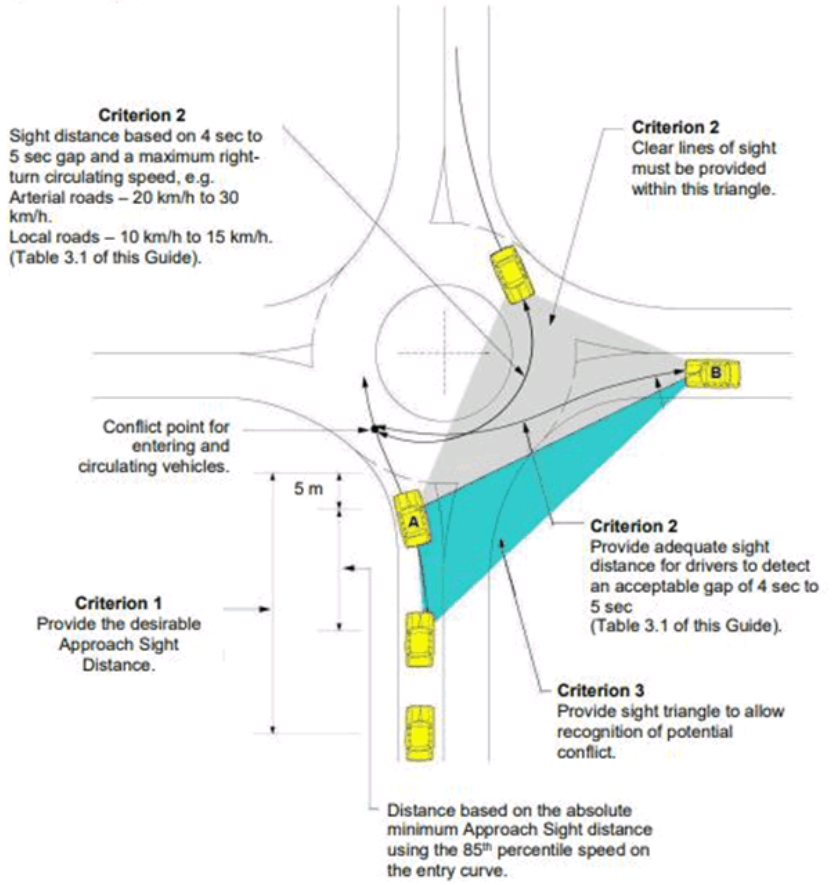
Specifically, Criterion 2 of Sight Distance (Fig 3.1 Sight distance criteria for roundabouts) on p13 states that "Clear lines of sight must be provided within this triangle." Additionally:

> "This criterion relates to a car driver entering a roundabout having adequate sight distance to two potentially conflicting movements within the roundabout, namely:
>
> • a vehicle entering from the approach immediately to the right
>
> • ***a vehicle travelling on the circulating roadway."*** *(p14)*

In layman's terms, according to the diagram, drivers waiting to enter the roundabout should be able to see the intentions of a vehicle 4-5 seconds ahead (including its indicators), approximating to when the oncoming vehicle is at 1-2 o'clock on the roundabout. What exists in practice, is an ability to see a vehicle circulating the roundabout, but an *inability* to see their indicators until it rounds the hedges of the roundabouts at somewhere past 3 o'clock.

Guide to Road Design Part 4B: Roundabouts

Figure 3.1: Sight distance criteria for roundabouts



Additionally in the Geometric Design regarding the Central Island (4.4), it states:

> "Where raised central islands are provided on flat terrain, the top of vegetation within the roundabout should not impede sight distance for a driver entering the roundabout to a vehicle moving around the central island measured *to a car indicator height of 0.65 m* (Figure 3.1)." (p18)

Further, regarding small roundabouts (diameter less than 20-25m):

> "Alternatively, low ground cover can be provided as long as ***sight lines across*** the central island are not impeded by the vegetation." (p19)

I am by no means an expert, and while my engineering background has helped, I have only skimmed the standards briefly and am sure someone more qualified is able to advise the criteria more fully. However, in light of this brief survey, I request a review of the design of the three roundabouts on Hoskins Street, specifically regarding vegetation height and visibility.

Here are some reasons why:

- Safety is of the utmost concern.
    - This involves safety of the road users and their ability to safely utilise the road, to exercise caution, and to proactively avoid any impending collision while going about their everyday travels. Road users should be able to safely determine what the road and traffic conditions are in order to not jeopardise their own and others' safety. If the hedges are impeding line of sight, then their suitability should be reviewed, re-examined and removed if necessary.
    - Additionally if there is room for improvement, even above and beyond the standard to improve visibility, safety and usability, both residents of Temora and those traveling through could benefit substantially.
    - The safety of council staff maintaining the hedges and planting flowers on a periodic basis in the middle of several main and busy intersections is a risk hazard. Additionally, there are issues of disruption to traffic at these times requiring safety barriers around the roundabout.
- Inability to educate the public adequately via roundabout etiquette.
    - As much as addressing roundabout etiquette could curtail the issue (which has been attempted in the past with newspaper/Narraburra News alerts), there are numerous travellers and truck drivers from outside the local district using the road every day. These drivers would not have engaged with any local roundabout etiquette campaigns, nor possibly be aware of the common practice to perform a full turn (U-turn) at our roundabouts for parking and general traffic purposes.

- A burdensome task does not outweigh safety.
    - A review of the suitability of current road structures may be burdensome, and the implementation of such a review may be an additional task for workers. However, this does not outweigh the safety of the general public, and by taking action now, could potentially be of long-term benefit to the community.
- Aesthetics do not outweigh safety.
    - The aesthetics of living, green street furniture and vegetation may be pleasing and functional. For example, hedge vegetation is currently used as a safety barrier and is aesthetic pleasing near the Paleface Park intersection. However, when there is a conflict, safety must take a higher priority than aesthetic reasons. If the height of structures on the roundabout is determined to be lower than suitable for the hedges, and they are to be removed, vegetation could still be used if desired. This could take perhaps the form of low-lying low-maintenance ground cover.
- Financial costs could be offset.
    - Financially, the labour and maintenance costs of personnel (multiplied by the 5-6 personnel on site at a time), the running of gardening machinery, any potential spraying and other maintenance could be offset if the hedges were removed.
- Timing with other road-side beatification upgrades.
    - Council has been discussing the upgrades at both the northern and southern ends of Hoskins Street. Two of the roundabouts in question form the town-side limit of the street upgrades, and therefore it appropriate to review the roundabouts in question alongside the design of the roadside façade as they may complement the package upgrades in plan.
    - The NSW Government roads upgrade for Hoskins Street (in light of flooding etc), proposed commencing August 2023, could impact the existing roundabouts, and be an impetus for review and change.
    - There have been proposals for a roundabout at the intersection of Hoskins and Polaris Street. A review of the design of existing roundabouts could be beneficial prior to any concrete plans for other roundabouts in town.

In summary, I propose a review of the existing roundabout structures of the three roundabouts on Hoskins Street. A consideration of the standards that apply, along with the other factors raised could bring about a long-awaited change that could improve our road infrastructure, so it can better and safely serve the Temora Shire and wider community who use our roads.

Kind Regards,

4.4 HEDGES IN HOSKINS STREET ROUNDABOUTS

File Number: REP22/878

Author: Engineering Works Manager

Authoriser: Engineering Asset Manager

Attachments:
1. Roundabout Hedges Report from May 2021
2. Roundabout Height Images

REPORT

Council's Mayor, Cr Rick Firman requested that the engineering department table a report in relation to the height of hedges within roundabouts throughout Hoskins Street. This is following various residents raising the issue directly in person with Cr Firman.

To provide insight into this matter after a CRM was reported to Traffic Committee in May 2021 with the previous report and committee resolution attached to reference. The height of hedges within roundabouts has been raised several times over the past 10 + years.

In Terms of Austroads standards ASD is measured from a driver's eye height (1.1m). From investigation onsite it can be seen in images attached that the height of the 2 concrete infills total 350mm plus an average hedge height of around 800mm totalling 1.15m which is 50mm above ASD 1.1m.

To ensure the overall height from road pavement level to ASD remains under 1.1m the height of the hedges can be marginally trimmed to accommodate this. Currently the hedges are not pruned to a nominal height within maintenance. An option could be moving forward that hedges are trimmed to an approximate height of 600mm rather than the current value around 700 or 800mm so overall height from the road surface is 950mm to give 100 or 150mm clearance to ASD 1.1m. Pruning this much off instead of current minimal maintenance pruning to maintain heights will leave the hedges looking a bit unappealing with brown woody tops until they leaf back across the tops but the only alternative compared to removal of hedges if the heights are to be maintained at a lower value.

Below is some information from TfNSW as published online for the public.

Using roundabouts

Roundabouts manage the traffic flow at intersections. They move traffic in one direction around a central island. Vehicles can turn left or right, go straight ahead, or make a full turn (U-turn).

When you approach a roundabout, you must slow down or stop to give way to all vehicles already in the roundabout.

This means giving way to vehicles already in the roundabout on your right, and vehicles that have entered the roundabout from your left or from directly opposite you.

So other drivers know what you intend to do, you must indicate when turning at a roundabout. Continue to indicate as you turn. When you leave, you must indicate left, if practical. Stop indicating as soon as you have left the roundabout.

On multi-lane roundabouts, you must follow the direction of the arrows or signs on the road.

COMMITTEE RESOLUTION 21/2022

Moved: Cr Max Oliver
Seconded: TfNSW Kim Schultz

It was resolved that the Committee recommend to Council that the hedge heights be kept to below 750mm and note the report.

CARRIED

3.3 HOSKINS STREET ROUNDABOUT CRM

File Number: REP21/487

Author: Secretary Engineering

Authoriser: General Manager

Attachments: Nil

REPORT

Council has received correspondence in relation to the hedge height at the roundabout at the intersection of the Victoria and Hoskins Street. The issue of hedges in the roundabout has been raised several times in the past 10 years.

Correspondence

I'm emailing to let you know that the hedges in the middle of the round abouts on Hoskins Street restrict view of oncoming traffic.

When you're driving through the round abouts, notice you can't see the indicators of cars which are oncoming on the other side of the road. This is especially dangerous when oncoming traffic is turning right but you cannot see their indicators until last minute after they've moved past the hedge.

I've noticed it in my car which is relatively tall but it's even more noticeable on a motorbike which is lower than a car and more exposed and vulnerable to injury should an incident occur.

I know that the hedges are aesthetically pleasing, but would it be possible to lower or remove them?

COMMITTEE RESOLUTION 5/2021

Moved: Cr Rick Firman
Seconded: Ms Katherine Boulton

The Committee resolved to recommend to Council to note the report.
AND FURTHER
That the Road Safety Officer investigates an appropriate awareness campaign on roundabout etiquette.

CARRIED

Report by Rob Fisher

Images

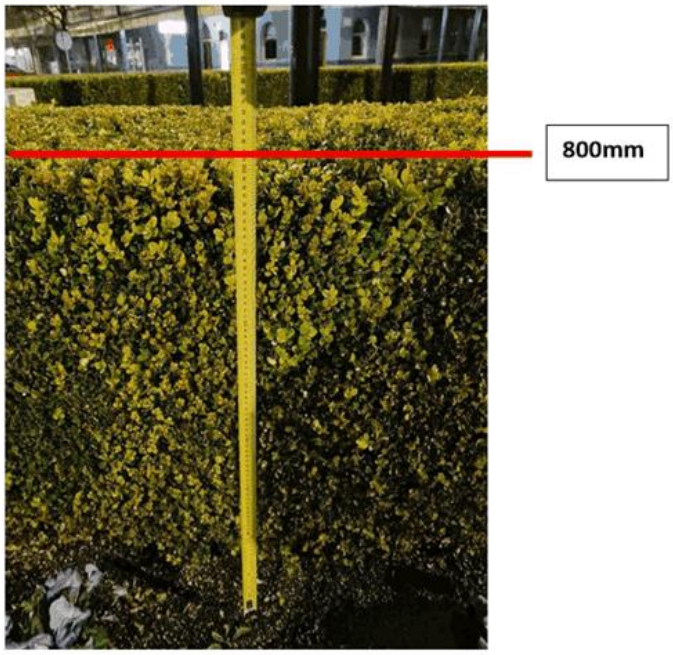


Image 1 – Hedge Height Roundabout near Railway Hotel



Image 2 – Hedge Height middle Roundabout at Loftus St

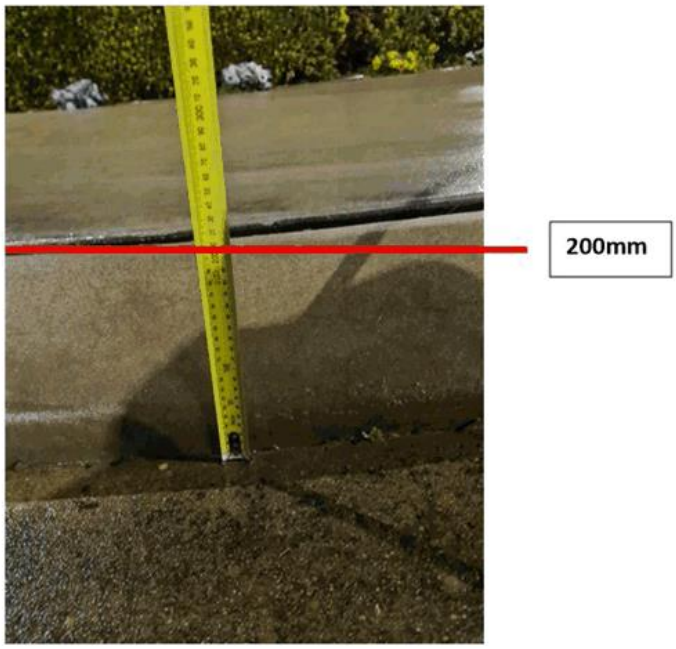


Image 3 – Inner Roundabout Kerb Height

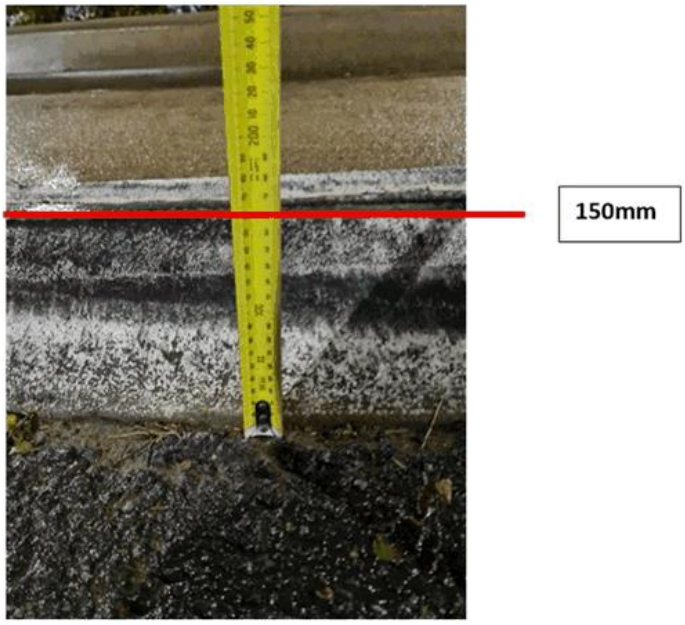


Image 4 – Outer Roundabout Kerb Height

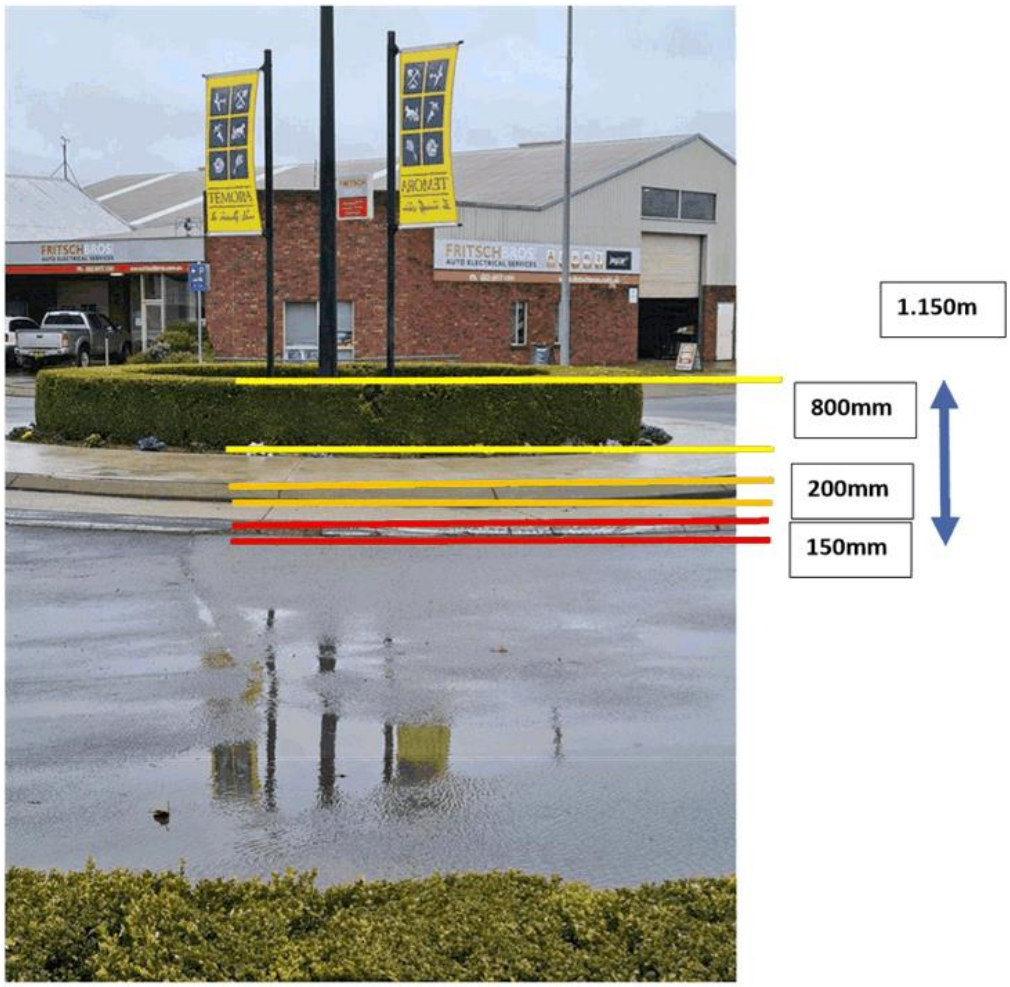


Image 5 – Roundabout overview image of heights

4.2 EVENT APPLICATION - ARIAH PARK SHOW 2023

File Number: **REP23/883**

Author: **Engineering Technical Officer**

Authoriser: **Engineering Asset Manager**

Attachments:
1. **Event Application**
2. **Temporary Road Closure Application**
3. **TGS**

REPORT

An event application has been lodged by the Ariah Park Show Society to host their 109th annual Show on Sunday 10th September 2023. It includes a request for the temporary closure of Maxwell Street (between Wellman Street and Barnes Street).

Council has a budget allocation of $1,000 to support the Ariah Park Show.

Budget Implications

Task	Qty	Unit	Rate	Cost
Road closure of Maxwell Street (between Wellman & Barnes Street) – Traffic Guidance Scheme (TGS)	1	Hour/s	$55	$55
Setup and removal of barriers/signs and vehicle	1.5	Hour/s	$185 (2 staff)	$277.50
Road Closure Application fee	1	Each	$115	$115
Road Closure advertisement – Temora Independent	1	Each	$75	$75
Large Event Application fee	1	Each	$115	$115
			TOTAL	**$637.50**

COMMITTEE RESOLUTION 81/2023

Moved: Cr Jason Goode
Seconded: Cr Rick Firman

The Committee resolved to recommend that Council accede to the request.

CARRIED

Report by Amanda Colwill

Event Application Form

Submitted on	20 June 2023, 11:06AM
Receipt number	48
Related form version	0

1. Event Details

Event name	Ariah Park Annual Show
Event start date and time	10th Sept 2023 - 6am
Recurring dates	
Event end date and time	10th Sept 2023 - 8pm
Location of event	Ariah Park Showground
What date and time do you require acccess to the venue before the event?	9th July
What date and time do you require access to the venue after the event?	24th Sept
Description of event	Ariah Park Show
Estimated number of staff/volunteers	80
Estimated number of attendees	600

2. Event Organiser

Event organiser	Frances Dwyer
Organisation name	Ariah Park Show Society Inc
Oganisation type	Not for profit
Contact phone number	0438741022
Contact email address	apshowsociety@hotmail.com
Organisation address	PO BOX 22 Ariah Park
Contact number on the day of the event	0476864369

3. Insurance

Insurance company	
Policy number	
Policy expiry date	
Value of insurance	
Name of person/organisation insured	
Please upload your insurance policy	

Publicity

Details of event for advertising purposes	This year, the Ariah Park Show Society are celebrating their 109th annual Ariah Park Show. We provide an Annual agricultural show that is an opportunity for community involvement across all ages. This is achieved through a variety of activities, displays and competitions based on creativity and skill, rural produce and areas of interest.
Please upload a high res image to accompany advertising	AP show.jpg
Attach another high quality image for advertising	
Attach another high quality image	

4. Event requirements

4. a) Does your event require road closures?	Yes
4. b) Is your event to be held on Council property?	Other: Crown Land
4. c) Do you require additional garbage bins?	No
4. c) Do you require additional garbage collection?	No
4. c) Please outline the cleaning management strategy in place to ensure the event site is clear of waste following the event.	Volunteers are instructed to clean up after the event and dispose of all rubbish as per previous years.
If you require more room for your Waste Management Strategy, please upload it here.	
4. d) Does your event require the inclusion of any structures:	
4. e) Are you planning on using amusement rides or fireworks as part of your event?	Amusement rides
4. e) Please list the amusement rides, supplier and their	TBA once confirmed

telephone number	
Please upload an extended list of amusement rides if there is not enough room on this form	
Name	
Address	
Telephone number	
Proposed time of display (start and finish times)	10am - 6pm
Please select the appropriate box for type of permit held:	
4. f) Will access by machinery/vehicles on surfaces other than roadways be required?	Yes
4. f) Describe the nature, size, and number of vehicles, number of vehicle movements and the purpose of access:	Bump in and bump out (weather permitting) Vintage tractors, comp and display approx 30. Trailers to bring in amusements, side show ally, food vans. Vintage vehicle display approx 25 Modern machinery display
4. g) Will food be sold at your event?	Yes
4. g) If you propose to sell food at your event, please provide details:	Ariah Park Show Society has invited expressions of interest from local community organisations and catering businesses for the provision of a two-course luncheon and afternoon tea, plus general food sales eg ice cream trucks, coffee truck, burgers etc.
4. h) Will alcohol be sold at your event?	Yes
4. h) Please provide a copy of the liquor licence	
4. i) Will a public address system be used at your event?	Yes
4. i) Please provide details, including start and finishing times, for amplified sound	10am - 7pm
4. i) Please upload a Noise Management Plan	
4. j) Do you require the use of power (where possible)?	Yes
4. j) Select what kind of power source you require:	3-phase
4. j) Will a generator or other power source be used?	Yes
4. j) Do you require access to Council's power supply (where available)?	No
4. j) Do you require Council's fixed lighting where available (fees may apply)?	No

4. j) Please indicate the times required for lighting	
4. k) Do you require extra amenities to be provided on site?	Yes
4. k) Please provide details regarding the number of additional toilet facilities intended to be placed on-site and the name of the provider of the service	Will need to confirm post next committee meeting
4. l) Do you require access to Council's water supply (where available)?	No
4. l) Please indicate the extent and purpose of the water supply (fees may apply)	
4. m) Do you require outdoor advertising signs or banners?	No
4. m) Please provide details of signs and/or banners	
4. m) Please provide details of the proposed location of the signs	
Please upload a site map of your event	APK Showground map 2023 Road Closure request.pdf

Checklist

Have you included:	Site Map
Have you notified emergency services of your event (Police, Fire Department, Ambulance)?	Yes

Signature

Please sign and date this application	 Uploaded signature image: Frances Dwyer Sig 3.jpg
Date	20/06/2023

Temporary Road Closures Form

Submitted on	16 June 2023, 12:26PM
Receipt number	8
Related form version	0

Contact Person

Name	Frances Dwyer
Organisation	Ariah Park Show Society Inc.
Position	Assistant Secretary
Address	PO Box 22 Ariah Park NSW 2665
Phone	0438741022
Email Address	apshowsociety@hotmial
Are you a section 355 Committee of Council?	No
Is your event an official Council event?	No
Name of event	Ariah Park Annual Show
Please give a brief description of your event	This is our 109th Annual Agricultural Show and is an opportunity for community involvement across all ages (pre-school to adults, including the elderly). This is achieved through a variety of activities, displays and competitions based on creativity and skill, rural produce and areas of interest. We operate our agricultural show as a not-for-profit event.
Has your event been held in Temora Shire previously?	Yes
Have you previously applied to Council to obtain a temporary road closure ?	Yes
Have you had a meeting with the Temora Shire Council's Risk Management Officer to ensure your road closure complies with Australian Standards 1742?	No
Do you require Council assistance with traffic control operators?	No
Do you require Council assistance with road closure barriers?	No

Do you require assistance with road closure and traffic control signage?	No
I have met with the Temora Shire Council Risk Management Officer and we discussed:	In response to advice from your staff I emailed Alex Dahlenburg on 9 June 2023 in relation to this request.

Insurance

Does your event/organisation have the required insurance coverage with Temora Shire Council's interest noted in the policy?	Yes
Please provide the name of the insurance company	SLE Worldwide Australia Pty Ltd - 2023/2024 pending
Policy number	205034401020
Expiry date	31/05/2023

Event/Organsiation Manager

Name	Frances Dwyer
Phone contact number during the event hours *please note that this number will be provided to Council staff and external agencies such as NSW Police and RMS*	0476864369
Name of third party operators	
Contact number for third party operators *please note that this number will be provided to Council staff and external agencies such as NSW Police and RMS*	
Location/address of event	Ariah Park Showground Barnes Street Ariah Park NSW 2665
Date of first day at venue (set-up date)	08/09/2023
Date the event proper takes place	10/09/2023
Last day on site	15/09/2023
Start and finish times of the event	Start 6am Finish 8pm
Upload a detailed map of the road closures required.	APK Showground map 2023 Road Closure request.pdf

Avoid any additional fees

Signature	 Uploaded signature image: Frances Dwyer Sig 3.jpg

Date	16/06/2023

TGS- 2023 Ariah Park Show

Maxwell St Road Closure

Implementer Considerations

1. Is this TGS suitable for the task/ project
2. B Size signs to be used & must be class 1 retro reflective.
3. Sign distances may be adjusted 10% less or 20% more, any adjustments are to be noted on this plan by a persons holding a implement traffic control plan qualification.
4. Is a site specific plan required to be drawn by a persons holding a PWZTMP qualification.
5. Are signs clean and legible & fully visible and free from obstruction.
6. The remaining clear carriageway width should be 3.5 min.
7. A spotter shall be used at all times while Installing Signs
8. If major adjustments require changing on this TGS please contact your Overseer

Designer Considerations

1. Is this TGS for the use of traffic control manual or portable traffic lights (PTCD)
2. Designed for 50km/h roads.
3. Designed using the TCAWS manual.
4. Consider following Austroads guide to TTM when designing this TGS.
5. Works locations and traffic volumes.

Field Considerations

1. The spotter must have a clear line of sight of all approaching traffic.
2. Sign checks and all relevant traffic manage paper work to be completed
3. Works on Foot procedures to be followed

Disclaimer

1. Modifications to make this plan site specific need to be completed by a qualified person.
2. This TGS is not to scale
3. This TGS is developed using the TfNSW TCAWS manual.
4. This TGS is property of Temora Shire Council use of this TGS by another company is not permitted unless authorization is given in writing from TSC.

Additional Notes

1. Road Name D= 50
2. Inspections:
- Inspection needs to be completed before trafficable
- Sign inspection completed 3 times daily.
- Consider implementing a detour around the worksite if works are longer than one work shift.
4. All work vehicles to have a minimum 1 flashing yellow light on at all times.

2023 Ariah Park Show Road Closure

Designed By: C.Mackey	Road:Maxwell St	Duration:	TGS Plan REF No:
Certificate number: TCT1007757	Segment:	Road Configuration:	Approved By:Alex Dahlenburg
Selected by: C.Mackey	ROL Approved :	Permanent Speed Limit:50km/h	Signed:
Signed:	SZA Approved:	Commencement Date:	Title: Engineering Works Manager

TEMORA

4.3 EVENT APPLICATION - RED RIBBON RUN 2023

File Number: **REP23/888**

Author: **Engineering Technical Officer**

Authoriser: **Engineering Asset Manager**

Attachments:
1. **Event Application**
2. **Temporary Road Closure Application**
3. **TGS - Ribbon Day**

REPORT

An event application has been lodged for the annual Temora Red Ribbon Run to be held on Saturday 14th October 2023. It includes a request for the temporary closure of Loftus Street (between Baker Street and Little Camp Street) between 7:00am and 10:00am.

Council has a budget allocation of $650 to support the Red Ribbon Run.

Budget Implications

Task	Qty	Unit	Rate	Cost
Road closure of Loftus Street (between Baker St & Little Camp Street) – Traffic Guidance Scheme (TGS)	1	Hour/s	$55	$55
Setup and removal of barriers/signs and vehicle	1.5	Hour/s	$185 (2 staff)	$277.50
Road Closure Application fee	1	Each	$115	$115
Road Closure advertisement – Temora Independent	1	Each	$75	$75
Large Event Application fee	1	Each	$115	$115
			TOTAL	**$637.50**

COMMITTEE RESOLUTION 82/2023

Moved: Cr Rick Firman
Seconded: Cr Jason Goode

The Committee resolved to recommend that Council accede to the request.

CARRIED

Report by Amanda Colwill

Event Application Form

Submission date:	11 April 2023, 2:25PM
Receipt number:	46
Related form version:	0

1. Event Details

Event name	Temora Ribbon Run
Event start date and time	14/10/2023 8am
Recurring dates	
Event end date and time	14/10/2023 10am
Location of event	Temora Ex-Services Club corner Loftus & Baker streets Temora
What date and time do you require acccess to the venue before the event?	14/10/2023 7am
What date and time do you require access to the venue after the event?	1410/2023 11am
Description of event	Motorbike ride from Temora to small towns within a radius of 200kms and return
Estimated number of staff/volunteers	15
Estimated number of attendees	150

2. Event Organiser

Event organiser	Caroline Clarke & Kellie Neilsen
Organisation name	Temora Ribbon Run

Oganisation type	**Charity**
Contact phone number	**0434447419**
Contact email address	**caroline.brady@bigpond.com**
Organisation address	**PO Box 45 Temora**
Contact number on the day of the event	**0434447419**

3. Insurance

Insurance company	
Policy number	
Policy expiry date	
Value of insurance	
Name of person/organisation insured	
Please upload your insurance policy	

Publicity

Details of event for advertising purposes	**Temora Ribbon Run** **a charity motorbike ride dice run around the area raising money for Temora sub branch of Can Assist.**
Please upload a high res image to accompany advertising	
Attach another high quality image for advertising	
Attach another high quality image	

4. Event requirements

4. a) Does your event require road closures?	**Yes**

4. b) Is your event to be held on Council property?	**Other: Temora Ex-Services Club**
4. c) Do you require additional garbage bins?	**No**
4. c) Do you require additional garbage collection?	**No**
4. c) Please outline the cleaning management strategy in place to ensure the event site is clear of waste following the event.	**All litter to be placed in bins provided and taken to the tip.**
If you require more room for your Waste Management Strategy, please upload it here.	
4. d) Does your event require the inclusion of any structures:	**None required**
4. e) Are you planning on using amusement rides or fireworks as part of your event?	**None**
4. e) Please list the amusement rides, supplier and their telephone number	
Please upload an extended list of amusement rides if there is not enough room on this form	
Name	
Address	
Telephone number	
Proposed time of display (start and finish times)	
Please select the appropriate box for type of permit held:	
4. f) Will access by machinery/vehicles on surfaces other than roadways be required?	**No**
4. f) Describe the nature, size, and number of vehicles, number of vehicle movements and the purpose of access:	
4. g) Will food be sold at your event?	**Yes**
4. g) If you propose to sell food at your event, please provide details:	**Lions Club BBQ Breakfast**

4. h) Will alcohol be sold at your event?	**No**
4. h) Please provide a copy of the liquor licence	
4. i) Will a public address system be used at your event?	**No**
4. i) Please provide details, including start and finishing times, for amplified sound	
4. i) Please upload a Noise Management Plan	
4. j) Do you require the use of power (where possible)?	**No**
4. j) Select what kind of power source you require:	
4. j) Will a generator or other power source be used?	
4. j) Do you require access to Council's power supply (where available)?	
4. j) Do you require Council's fixed lighting where available (fees may apply)?	
4. j) Please indicate the times required for lighting	
4. k) Do you require extra amenities to be provided on site?	**No**
4. k) Please provide details regarding the number of additional toilet facilities intended to be placed on-site and the name of the provider of the service	
4. l) Do you require access to Council's water supply (where available)?	**No**
4. l) Please indicate the extent and purpose of the water supply (fees may apply)	
4. m) Do you require outdoor advertising signs or banners?	**No**
4. m) Please provide details of signs and/or banners	
4. m) Please provide details of the proposed location of the signs	
Please upload a site map of your event	

Checklist

Have you included:

Have you notified emergency services of your event (Police, Fire Department, Ambulance)?	

Signature

Please sign and date this application	 Link to signature
Date	11/04/2023

Temporary Road Closures Form

Submission date: 11 April 2023, 4:43PM
Receipt number: 6
Related form version: 0

Contact Person

Name	Caroline Clarke
Organisation	Temora Ribbon Run previously Bikers 4 Boobs
Position	Secretary
Address	PO Box 45 Temora
Phone	0434447419
Email Address	caroline.brady@bigpond.com
Are you a section 355 Committee of Council?	No
Is your event an official Council event?	No
Name of event	Temora Ribbon Run
Please give a brief description of your event	Breakfast and registration outside Ex-services club 8am then leave by 10am on Motor Bike ride out to surrounding towns and return. Rainsing money for Temoras sub branch of Can Assist.
Has your event been held in Temora Shire previously?	Yes
Have you previously applied to Council to obtain a temporary road closure ?	Yes
Have you had a meeting with the Temora Shire Council's Risk Management Officer to ensure your road closure complies with Australian Standards 1742?	Yes

Do you require Council assistance with traffic control operators?	**No**
Do you require Council assistance with road closure barriers?	**Yes**
Do you require assistance with road closure and traffic control signage?	**Yes**
I have met with the Temora Shire Council Risk Management Officer and we discussed:	**This event has happened for the past 15 years with no changes except for the Run name.**

Insurance

Does your event/organisation have the required insurance coverage with Temora Shire Council's interest noted in the policy?	**No**
Please provide the name of the insurance company	
Policy number	
Expiry date	

Event/Organsiation Manager

Name	**Caroline Clarke**
Phone contact number during the event hours *please note that this number will be provided to Council staff and external agencies such as NSW Police and RMS*	**0434447419**
Name of third party operators	
Contact number for third party operators *please note that this number will be provided to Council staff and external agencies such as NSW Police and RMS*	
Location/address of event	**Terminus Hotel to Temora Ex-Services club side of Loftus st up through Crowley to but not including Baker street.**

Date of first day at venue (set-up date)	14/10/2023
Date the event proper takes place	14/10/2023
Last day on site	14/10/2023
Start and finish times of the event	7am to 10pm
Upload a detailed map of the road closures required.	Site Map.pdf

Avoid any additional fees

Signature	 Link to signature
Date	11/04/2023

eakfast
BQ
CLUB.



TGS- 2023 Red Ribbon Day

Loftus St Road Closure

Implementer Considerations

1. Is this TGS suitable for the task/ project
2. B Size signs to be used & must be class 1 retro reflective.
3. Sign distances may be adjusted 10% less or 20% more, any adjustments are to be noted on this plan by a persons holding a implement traffic control plan qualification.
4. Is a site specific plan required to be drawn by a persons holding a PWZTMP qualification.
5. Are signs clean and legible & fully visible and free from obstruction.
6. The remaining clear carriageway width should be 3.5 min.
7. A spotter shall be used at all times while Installing Signs
8. If major adjustments require changing on this TGS please contact your Overseer

Designer Considerations

1. Is this TGS for the use of traffic control manual or portable traffic lights (PTCD)
2. Designed for 50km/h roads.
3. Designed using the TCAWS manual.
4. Consider following Austroads guide to TTM when designing this TGS.
5. Works locations and traffic volumes.

Risk Considerations

1. The spotter must have a clear line of sight of all approaching traffic.
2. Sign checks and all relevant traffic manage paper work to be completed
3. Works on Foot procedures to be followed

Disclaimer

1. Modifications to make this plan site specific need to be completed by a qualified person.
2. This TGS is not to scale
3. This TGS is developed using the TfNSW TCAWS manual.
4. This TGS is property of Temora Shire Council use of this TGS by another company is not permitted unless authorization is given in writing from TSC.

Additional Notes

1. Road Name D= 50
2. Inspections:
- Inspection needs to be completed before trafficable
- Sign inspection completed 3 times daily.
- Consider implementing a detour around the worksite if works are longer than one work shift.
4. All work vehicles to have a minimum 1 flashing yellow light on at all times.

2023 Red Ribbon Day

Designed By: C.Mackey	Road:Loftus St	Duration:	TGS Plan REF No:
Certificate number: TCT1007757	Segment:	Road Configuration:	Approved By:Alex Dahlenburg
Selected by: C.Mackey	ROL Approved:	Permanent Speed Limit:50km/h	Signed:
Signed:	SZA Approved:	Commencement Date:	Title: Engineering Works Manager

4.4 TEMORA GOLF CLUB PROPOSAL

File Number: **REP23/897**

Author: **Engineering Asset Manager**

Authoriser: **Engineering Asset Manager**

Attachments: **1. Temora Golf Club Proposal**

REPORT

Council have recently received a proposal from the Temora Golf Club seeking assistance with maintenance of the Temora Golf Course.

The proposal is seeking a Council staff member to undertake work at the Temora Golf Course for 8 hours work per week in 2 blocks of 4 hours.

Council considerations

- Council struggle to deliver current services with our existing permanent resource base.
- Generally, the work at the Golf Course will be in demand at the same time Council assets and services will require increased work (construction / growing season).
- It may not be essential for this to be a staff member from P&G. Could this work be bundled with other long-term casual or part time work Council may have such as the Temora Pool, Caravan Park, general casual labour, etc.

If Council were willing to entertain the principle of assisting the Temora Golf Club with a resource as described, representatives from the Temora Golf Club would like to present to the August Assets and Operations Committee meeting.

Budget Implications

Currently unknown

COMMITTEE RESOLUTION 83/2023

Moved: Cr Jason Goode
Seconded: Cr Max Oliver

The Committee resolved to recommend that Council write to the Golf Club advising that Council is unable to resource the request.

CARRIED

Report by Rob Fisher

Temora GolfClub

ABN 43 001 060 135

PO Box 143

Temora NSW 2666

Ph. 0269780160

Temora Shire Council Assets and Operations Committee

I am writing to Council on behalf of the Directors and members of Temora Golf Club. I am sure that everyone appreciates that our club and golf course are important community assets. A well-maintained golf course attracts visitors and boosts recreation for people of all ages.

At Temora Golf club we are grateful that TSC has a history of support and this has taken many forms. In recent times:

We have had interest free loans to purchase machinery,

We have had assistance with car-park sealing,

Assistance with fencing along Woodlands Rd. and clean-up,

Council staff have been very supportive in application and securing grant monies,

The pumping of effluent water and infrastructure to allow stormwater pumping.

As a background it should be noted that no two golf clubs are the same. Some are independent, some are wholly Council maintained whilst many are somewhere in between. Some have council staff, some have council machinery or rely on other council services.

As many of you would be aware, the Temora Golf Club is maintained by a dedicated group of volunteers. In the past the club has employed grounds staff for limited hours to meet the demands of maintaining the course. These paid hours have gradually been decreasing to a point where most work is voluntary.

At this time, the majority of work can be managed by volunteers. However, as these people are getting older the need has arisen for someone to be regularly at the club performing the weekly duties that must occur to allow the course to be presented as best as possible.

Our proposal is for TSC to allow an employee to assist Temora Golf Club with 8 hours of labour per week. (2x4 hours) The tasks could include mowing tees, surrounds and greens. There are other ground-staff tasks with course preparation and irrigation. The person

would be inducted and guided through tasks and priorities. The person would be grounds staff, not a greenkeeper. Our proposal is that a TSC employee becomes responsible for regular tasks. The council employee will use golf club equipment. TGC would be able to pay/reimburse council the wages. We would be very appreciative if TSC would cover the Workers Comp., Sick Leave, Holiday Pay etc.

There are several reasons for this proposal:

1) It is difficult to find someone who is prepared to work only 8 hours a week on a regular basis, we have only just found a bar manager after over 9 months of advertising.
2) The council employee will have some skills with this type of machinery and will be aware of safe practice and WHS protocols.
3) A council employee fast-tracks TGC a reliable, independent and trustworthy worker

I am aware there are pressures on Parks and Gardens staff and this proposal requires consideration. There may be other options. Also there may be times when TSC priorities mean the TGC assistance cannot occur that week, there would be flexibility in the arrangement.

We are all in agreement that the Temora Golf Club is an asset to our town. We are keen to and put structures in place that look to the future and begin succession planning.

If supported, I'd like to present the proposal at the August Council meeting.

Yours sincerely

Barry Flakelar

President

Ph - 0457253760

4.5 MARY GILMORE WAY - BRIDGE SIZED CULVERT NAMING

File Number: REP23/913

Author: Engineering Technical Officer

Authoriser: Engineering Asset Manager

Attachments:
1. Submission 1
2. Submission 2
3. Submission 3

REPORT

Expressions of interest were sought for the naming of the bridge sized culvert structure on Mary Gilmore Way, following a resolution at the May 2023 Council meeting.

There were three submissions received, which all put forward Kooks Crossing as a suggestion. As stated in the correspondence (attached) the Kook family owned and farmed the adjoining property up until 1967. All authors also mention that it has been known to locals as Kooks Crossing for many years.

The below options were presented as part of the original report, which were derived from Parish maps. Submission 2 does provide comment on each of these names and suggests that they are not suitable.

Significant Individual/Family	Proposed Bridge Name	Comment
Arthur, Roy & George Gregory	Gregory's Bridge	
JEB Jasprizza	Jasprizzas Bridge	
LR Hoad	Hoads Bridge	
CJ McRae	McRaes Bridges	
SD Morton	Mortons Bridge	Name already used – Mortons Lane
Haddrill	Haddrills Bridge	Name already used – Haddrills Road
AJ Heinrich	Heinrichs Bridges	Name already used – Heinrichs Road & Bridge

Once a name is elected for the structure, signage will be installed accordingly.

COMMITTEE RESOLUTION 84/2023

Moved: Cr Jason Goode
Seconded: Cr Max Oliver

The Committee resolved to recommend that Council name the bridge Kooks Crossing.

CARRIED

Report by Amanda Colwill

76469

The General Manager

Temora Shire Council

PO Box 262

TEMORA NSW 2666

20th June 2023

RE: EXPRESSIONS OF INTEREST – OFFICIAL NAMING of the Bridge on Mary Gilmore Way, Morangerall

With regards to the above naming of the new bridge over the culvert structure on Mary Gilmore Way we would like to provide Temora Council with some history of the area and further suggestions for the naming of this bridge.

We, the Haddrill family, purchased our property Parterre in 1967. Parterre borders the northside and along Mary Gilmore Way including this new bridge crossing. The creek which flows under this bridge runs through our farm.

We purchased our property from the Kook Family who were the original settlers of the farm in the early 1900s and one of the largest land owners during that time. Two generations of Kooks farmed here before we took ownership. The Kooks family were prominent community members and Mr H Kook was involved in setting up the Morangerall District Bush Fire Brigade in 1926 which was the first bush fire brigade west of the Blue Mountains.

This crossing with the new bridge culvert has always been known to locals in the area as Kooks Crossing and we feel it would be most appropriate for this to stay its name and to call the new bridge **Kooks Crossing**.

Further to your newspaper article please note the following relevance for the suggestions that you provided for suitable names for the bridge

- **Bushells Road** – we are not aware of any history or connection to the Bushell family in this area
- **Gregorys Bridge** – the Gregorys have some local history however their properties have been further upstream away from the bridge
- **Jasprizzas Bridge** – their property is a number of farms away on the Narraburra Road
- **Hoads Bridge** – Hoads property is not in the vicinity of the bridge
- **McRaes Bridge** – Chris McRae has only lived in the area since the 1990s and has no other history or connection to the area

We strongly feel that none of these should be used for the name of the bridge for all of the reasons mentioned.

As the bridge sides our property and we are unable to use our name Haddrill we feel the heritage of Parterre's original owners should be honoured and the bridge be called **Kooks Crossing**. We have also discussed this option with our neighbours and all agree Kooks Crossing is the most appropriate name.

Kind Regards

96134

5-6-23

Naming of Bridge sized Culvert on Mary Gilmore Way – 1.65 Km East of Chellington Rd.

The General Manager.

I would like to put forward the nam
KOOKS CROSSING.

This creek crossing has been known locally by this name for as long as I can remember & I thought it was signposte as such many years back.

I contacted other long time residents CAM WEST – been Kooks Crossing as long as he can remember & thought it may have been signposted as such once

EVELYN & DICK HARDRILL – bought "PARTERRE" in 1966 from the Kook famil and the crossing was refered to as Kooks Crossing then & still is to-day (receiving phone calls as to how much rain was in Kooks Crossing etc)

The KOOK family and "PARTERRE."

According to "From Duck Creek to Irongley Hall" compiled by Tracey Robinson the Kook family from Darlington Point

PTO –

bought a property on the Young/Temora Rd in the early 1900's and then two sons (Bert & Leo) bought "PARTERRE" in 1914. When Bert married in 1930 they built the current PARTERRE homestead.

According to this book the Kooks were very active in the community especially during WW2

A third KOOK brother gave his life during WWI

The KOOK family sold PARTERRE to the Haddrill family in 1966.

I feel it would be fitting that a name used locally for around 100 years recieve official verification

Thanking you

Ken Hoad

20th June 2023

General Manager
Temora Shire Council
PO Box 262
Temora NSW 2666

Dear Councillor's

I am writing in relation to an expression of Interest notice in the Temora Independent dated Friday June 9, 2023.

I was very proud to see my fathers name amongst many others of local significance to our area. My father would be extremely honoured to be considered in the naming of this bridge as he was a long-standing servant of our community. But saying that as far as I know the older generation like my father, Darcy Morton, Lew Evans and Ray Cheney for instance always referred that crossing as, "Kooks crossing".

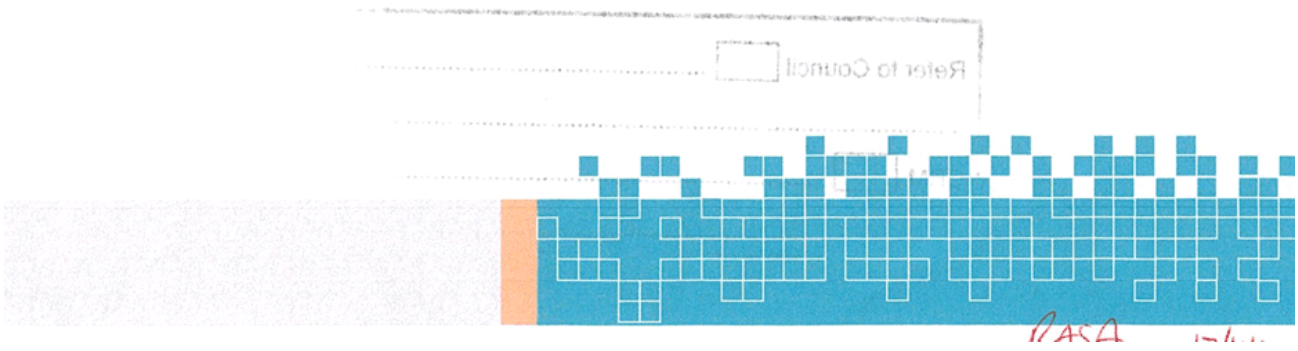
Two brothers Bert and Theo Kook purchased Parterre (Dick & Evelyn Haddrills) in 1914. Then Bert & his wife Josephine a schoolteacher at Morangarell ran the farm till Bert died in 1957. His son Stirling took over until it was sold to Dick & Evelyn Haddrill in 1966. Some 52 years of ownership. He had a brother who was

killed in WW1 his name is honoured on the Presbyterian Roll in Temora. Reading in From Duck Creek to Trungley Hall history book Compiled by Tracey Robinson it refers to Parterre been a focal point for neighbours to gather during WW2 and produce supplies for the war effort.

Any of these names mentioned would be worthy for naming of the bridge, but I'm a stickler for history and tradition therefore I believe Kook's crossing would be more appropriate.

Sincerely,

Ken Hoad



4.6 EVENT APPLICATION- A COUNTRY WEEKEND IN TEMORA (ROD RUN) 2023

File Number: REP23/921

Author: Engineering Technical Officer

Authoriser: Engineering Asset Manager

Attachments:
1. Event Application
2. Temporary Road Closure Application
3. TGS - Rod Run

REPORT

An event application has been lodged by the Regency Ramblers Rod and Custom Club to host the annual Country Weekend in Temora (Rod Run) from Friday 29th September – Monday 2nd October 2023.

It includes a request for the temporary closure of Loftus Street (between Hoskins Street and De Boos Street) for the Rod Run.

Council has a budget allocation of $1,600 to support this event.

Budget Implications

Task	Qty	Rate	Unit	Cost
Road closure of Loftus Street (between Hoskins St & De Boos Street) – Traffic Guidance Scheme (TGS)	1	$55	Hour/s	$55
Setup of barriers/signs and vehicle (x 2 staff)	2	$55	Hour/s	$220
Removal of barriers/signs and vehicle (x 2 staff)	2	$55	Hour/s	$220
Plant	4	$20	Hour/s	$80
Road Closure advertisement – Temora Independent	1	$75	Each	$75
Large Event Application fee	1	$115	Each	$115
Road Closure Application fee	1	$115	Each	$115
Street Banner	1	$160	Each	$160
Town Hall Entire Facility – Per Day	3	$425	Per Day	$1,275
Town Hall Kitchen – Per Day	3	$160	Per Day	$480
Town Hall Cool Room Hire – Per Day	3	$40	Per Day	$120
Event Bins	6	$10	Each	$60
			TOTAL	**$2,975**

COMMITTEE RESOLUTION 85/2023

Moved: Cr Rick Firman
Seconded: Cr Jason Goode

The Committee resolved to recommend that Council grant approval for the event and limit support to the value of the event budget.

CARRIED

Report by Amanda Colwill

Event Application Form

Submitted on	21 June 2023, 7:23PM
Receipt number	49
Related form version	0

1. Event Details

Event name	A Country Weekend in Temora
Event start date and time	29th September 2023
Recurring dates	
Event end date and time	2nd October 2023
Location of event	Temora township, Springdale Oval, Lake centenary, Temora Town Hall
What date and time do you require acccess to the venue before the event?	29th September 2023 for kitchen and cool room (town hall)
What date and time do you require access to the venue after the event?	2nd October 2023 tidy up (town hall)
Description of event	Hot Rod run/display fundraising for CanAssist
Estimated number of staff/volunteers	15-20
Estimated number of attendees	160-250

2. Event Organiser

Event organiser	Les Buckley 0417296865 and Stephen Spalding 0420521102
Organisation name	Regency Ramblers Rod and Custom Club Inc.
Oganisation type	Not for profit
Contact phone number	0417296865
Contact email address	regencyramblersrcc@gmail.com
Organisation address	41 Collins Street, St Marys NSW 2760
Contact number on the day of the event	0420521102

3. Insurance

Insurance company	JUA Underwriting Agency Pty Limited
Policy number	31144359
Policy expiry date	20th November 2023
Value of insurance	$20,000,000.00
Name of person/organisation insured	Australian Street Rod Federation inc. Including state and territory registered clubs.
Please upload your insurance policy	2450893.pdf

Publicity

Details of event for advertising purposes	A Country Weekend in Temora is a hot rod run that is trying to raise money for CanAssist. The event is put on by the Regency Rambler Rod and Custom Club inc. annually on the October long weekend in Temora and some of the surrounding towns. Approximately 160 cars will start entering the township on the Friday prior the long weekend. The run will generally consist of a static car show on the Saturday at Lake Centenary, followed by a street cruise on Saturday night in Temora with some hot rodders offering rides in the cars for a gold coin donation to CanAssist. On Sunday there is a short drive out to Springdale where at the oval there is a couple of driving events and rocker cover racing, followed up by a farewell dinner on Sunday night for the entrants. We are hoping to see you all in town for the October long weekend.
Please upload a high res image to accompany advertising	TEMORA 2023 ROD RUN LOGO 1.jpg
Attach another high quality image for advertising	Rocker cover racing.jpg
Attach another high quality image	Lake Centenary.jpg

4. Event requirements

4. a) Does your event require road closures?	Yes
4. b) Is your event to be held on Council property?	Other: Springdale Oval
4. c) Do you require additional garbage bins?	Yes
4. c) Do you require additional garbage collection?	Yes
4. c) Please outline the cleaning management strategy in place to ensure the event site is clear of waste following the event.	The site will be cleaned by the volunteers collecting all the rubbish to put in to bins over the course of the event. All waste generated will by placed into the bins provided, if more waste is generated then the bins can take we will bag the waste and take to nearest waste management facility.
If you require more room for your Waste Management Strategy,	

please upload it here.	
4. d) Does your event require the inclusion of any structures:	None required
4. e) Are you planning on using amusement rides or fireworks as part of your event?	None
4. e) Please list the amusement rides, supplier and their telephone number	
Please upload an extended list of amusement rides if there is not enough room on this form	
Name	
Address	
Telephone number	
Proposed time of display (start and finish times)	
Please select the appropriate box for type of permit held:	
4. f) Will access by machinery/vehicles on surfaces other than roadways be required?	Yes
4. f) Describe the nature, size, and number of vehicles, number of vehicle movements and the purpose of access:	Approximately 160-250 vehicles entering the grassed area of lake centenary from the car park entry gates for a static car display show and shine. Entry to the Springdale oval for a couple of driving events and rocker cover racing.
4. g) Will food be sold at your event?	Yes
4. g) If you propose to sell food at your event, please provide details:	Food is not sold to public but provided to the entrants as part of their entry fee. This is done for the farewell presentation dinner being catered for.
4. h) Will alcohol be sold at your event?	It is a BYO event (no glass)
4. h) Please provide a copy of the liquor licence	
4. i) Will a public address system be used at your event?	No
4. i) Please provide details, including start and finishing times, for amplified sound	
4. i) Please upload a Noise Management Plan	
4. j) Do you require the use of power (where possible)?	No
4. j) Select what kind of power source you require:	
4. j) Will a generator or other power source be used?	

4. j) Do you require access to Council's power supply (where available)?	
4. j) Do you require Council's fixed lighting where available (fees may apply)?	
4. j) Please indicate the times required for lighting	
4. k) Do you require extra amenities to be provided on site?	No
4. k) Please provide details regarding the number of additional toilet facilities intended to be placed on-site and the name of the provider of the service	
4. l) Do you require access to Council's water supply (where available)?	No
4. l) Please indicate the extent and purpose of the water supply (fees may apply)	
4. m) Do you require outdoor advertising signs or banners?	Yes
4. m) Please provide details of signs and/or banners	There is a large banner approximately 1.2m by 6m that we would like to have hung across Hoskins St for a week prior to the long weekend event.
4. m) Please provide details of the proposed location of the signs	Across Hoskins St in the main stretch of Temora
Please upload a site map of your event	

Checklist

Have you included:	Insurance details Waste Management Strategy
Have you notified emergency services of your event (Police, Fire Department, Ambulance)?	No

Signature

Please sign and date this application	 Link to signature
Date	21/06/2023

Temporary Road Closures Form

Submitted on	21 June 2023, 7:20PM
Receipt number	9
Related form version	0

Contact Person

Name	Stephen Spalding
Organisation	Regency Ramblers Rod and Custom Club inc.
Position	President
Address	41 Collins St, St Marys NSW 2760
Phone	0420521102
Email Address	regencyramblersrcc@gmail.com
Are you a section 355 Committee of Council?	No
Is your event an official Council event?	No
Name of event	A Country Weekend in Temora
Please give a brief description of your event	A hot rod run/display to raise money for CanAssist comprising of a static show, night cruise where rides in the vehicles will be offered for a gold coin donation to CanAssist.
Has your event been held in Temora Shire previously?	Yes
Have you previously applied to Council to obtain a temporary road closure ?	Yes
Have you had a meeting with the Temora Shire Council's Risk Management Officer to ensure your road closure complies with Australian Standards 1742?	No
Do you require Council assistance with traffic control operators?	No
Do you require Council assistance with road closure barriers?	Yes
Do you require assistance with road closure and traffic control signage?	Yes

I have met with the Temora Shire Council Risk Management Officer and we discussed:

Insurance

Does your event/organisation have the required insurance coverage with Temora Shire Council's interest noted in the policy?	Yes
Please provide the name of the insurance company	JUA Underwriting Agency Pty Limited
Policy number	31144359
Expiry date	20/11/2023

Event/Organsiation Manager

Name	Stephen Spalding
Phone contact number during the event hours *please note that this number will be provided to Council staff and external agencies such as NSW Police and RMS*	0420521102
Name of third party operators	
Contact number for third party operators *please note that this number will be provided to Council staff and external agencies such as NSW Police and RMS*	
Location/address of event	Temora Town centre Loftus St between Hoskins street and Deboos Street
Date of first day at venue (set-up date)	30/09/2023
Date the event proper takes place	30/09/2023
Last day on site	30/09/2023
Start and finish times of the event	5pm till 11.30pm
Upload a detailed map of the road closures required.	Street Closure.png

Avoid any additional fees

Signature



Link to signature

Date	21/06/2023

TGS- 2023 Rod Run

Loftus St Road Closure

Implementer Considerations

1. Is this TGS suitable for the task/ project
2. B Size signs to be used & must be class 1 retro reflective.
3. Sign distances may be adjusted 10% less or 20% more, any adjustments are to be noted on this plan by a persons holding a implement traffic control plan qualification.
4. Is a site specific plan required to be drawn by a persons holding a PWZTMP qualification.
5. Are signs clean and legible & fully visible and free from obstruction.
6. The remaining clear carriageway width should be 3.5 min.
7. A spotter shall be used at all times while Installing Signs
8. If major adjustments require changing on this TGS please contact your Overseer

Designer Considerations

1. Is this TGS for the use of traffic control manual or portable traffic lights (PTCD)
2. Designed for 50km/h roads.
3. Designed using the TCAWS manual.
4. Consider following Austroads guide to TTM when designing this TGS.
5. Works locations and traffic volumes.

Risk Considerations

1. The spotter must have a clear line of sight of all approaching traffic.
2. Sign checks and all relevant traffic manage paper work to be completed
3. Works on Foot procedures to be followed

Disclaimer

1. Modifications to make this plan site specific need to be completed by a qualified person.
2. This TGS is not to scale
3. This TGS is developed using the TfNSW TCAWS manual.
4. This TGS is property of Temora Shire Council use of this TGS by another company is not permitted unless authorization is given in writing from TSC.

Additional Notes

1. Road Name D= 50
2. Inspections:
- Inspection needs to be completed before trafficable
- Sign inspection completed 3 times daily.
- Consider implementing a detour around the worksite if works are longer than one work shift.
4. All work vehicles to have a minimum 1 flashing yellow light on at all times.

2023 Rod Run

Designed By: C.Mackey	Road:Loftus St	Duration:	TGS Plan REF No:
Certificate number: TCT1007757	Segment:	Road Configuration:	Approved By:Alex Dahlenburg
Selected by: C.Mackey	ROL Approved:	Permanent Speed Limit:50km/h	Signed:
Signed:	SZA Approved:	Commencement Date:	Title: Engineering Works Manager

TEMORA

4.7 TREE AND PEDESTRIAN ACCESS DEBOOS STREET

File Number: REP23/926

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. 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 Bundawarrah 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 consider removing 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.

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.

Kris Dunstan arrived at 2:57pm

COMMITTEE RECOMMENDATION

Moved: Cr Jason Goode
Seconded: Cr Rick Firman

The Committee resolved to recommend that Council install the proposed kerb ramp on the eastern side and leave the western kerb ramp where it is.

AMENDMENT

Moved: Cr Anthony Irvine

Seconded: Cr Graham Sinclair

That Council include upgrade of both kerb ramps in alignment slightly south of the current locations.

The amendment was put and lost.

The motion was put and lost.

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)

4.8 TREE REMOVAL REQUEST - 94 COOLAMON STREET

File Number: REP23/934

Author: Engineering Technical Officer

Authoriser: Engineering Asset Manager

Attachments: 1. Council Report - Feb 2023

REPORT

A report was presented to the February Assets & Operations Committee and subsequent Council meeting detailing a request for multiple tree removals at 94 Coolamon Street. Council resolved to refer the matter to the Councillor tour of inspection. Following this, the matter is further presented to Council to provide a decision.

The 4 pine trees on the Council owned land south of the residence are mature and have been established in this location for many years. The risk associated with these trees has not changed materially over time.

I hold the same view regarding risk of the trees on the road reserve and whilst these trees are not conventional street trees they do provide some urban amenity and I would resist removal unless part of a wider plan to formally plant out this road reserve.

If Council were of the mind to remove either group of trees, I would recommend this be completed concurrently with other Council works in the area when they present.

Budget Implications

Felling and disposal of this number of trees will cost approximately $5,000 - $8,000.

COMMITTEE RESOLUTION 86/2023

Moved: Cr Jason Goode
Seconded: Cr Anthony Irvine

The Committee resolved to recommend that Council take no action but continue to monitor the trees.

CARRIED

Report by Rob Fisher

4.4 TREE REMOVAL REQUEST - 94 COOLAMON STREET

File Number: REP23/94

Author: Engineering Technical Officer

Authoriser: Engineering Asset Manager

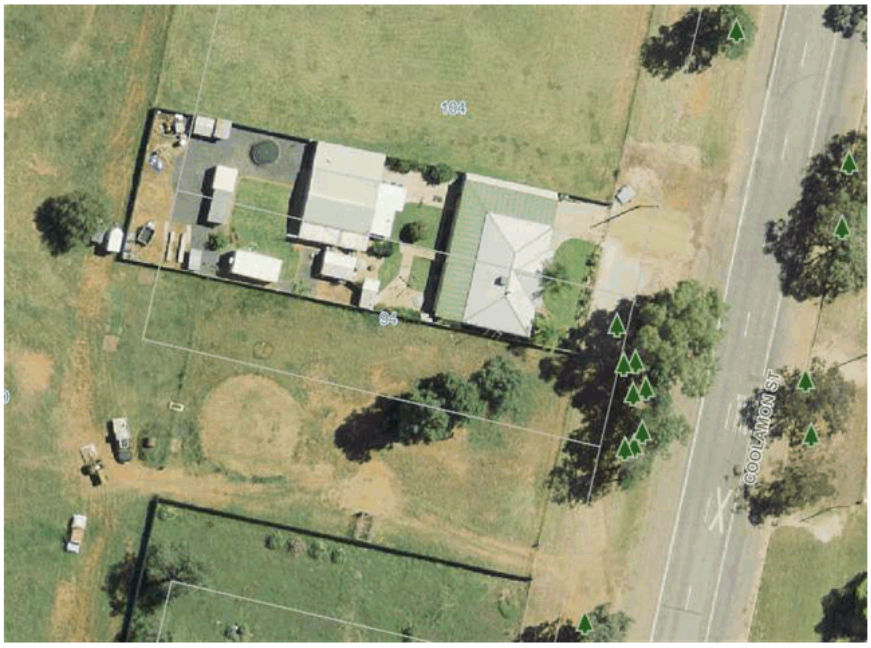
Attachments:
1. Correspondence
2. Photos

REPORT

Council is in receipt of correspondence requesting the removal of numerous trees, including 6-8 out the front on 94 Coolamon Street and 3 in the adjoining block owned by Council (correspondence attached). The reason for the request is based on falling branches and the potential for damage to property.

Council's Open Spaces Coordinator has inspected the trees and reported that the 3 Casuarina trees in the adjacent paddock are leaning towards the house and removal is recommended. At the front of the property there is 1 large Eucalypt with some dieback, that may threaten the house if branches fall, along with 6-8 more Casuarinas that regularly drop branches.

Aerial Imagery of 94 Coolamon Street & adjacent block:





Budget Implications

Removal of this number of trees will cost approximately $5,000 - $7,500 in maintenance funds.

COMMITTEE RESOLUTION 5/2023

Moved: Cr Nigel Judd
Seconded: Cr Rick Firman

That the Committee recommend to Council to refer the matter to tour of inspection.

CARRIED

Report by Amanda Colwill

From:
Sent: Wednesday, 18 January 2023 4:50 PM
To: Temora Shire Council <temshire@temora.nsw.gov.au>
Subject: Trees near our home 94 Coolamon St Ariah Park .

Good afternoon

I'm writing to let you know about the trees on a lean in paddock next to our property and also out the front of the property.also dropping into our yard.

We have problems with branches dropping from all the trees and breaking due to wind and no wind they are leaning towards our house and we are frightened they are going to fall and damage our property.

We would like them all removed if possible and other nice native trees or some other type of trees planted that do not drop debris.

Can you please call me to discuss.

Please find attached pictures of them

Kind regards

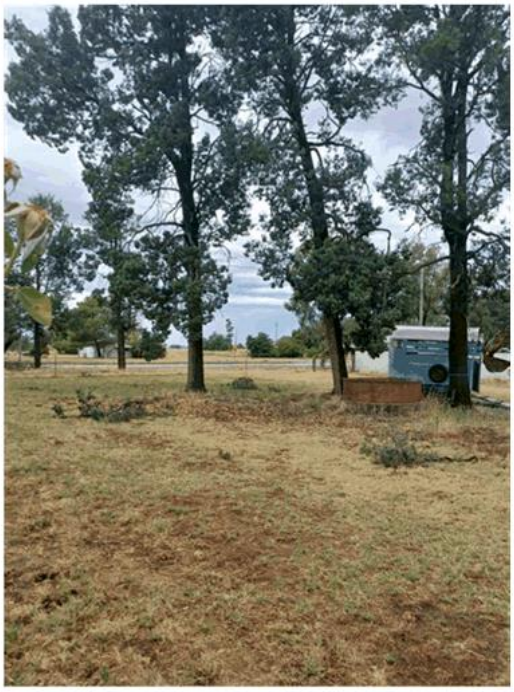
Images of trees requested to be removed:



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4.9 URBAN DOG OFF LEASH AREA

File Number: REP23/936

Author: Engineering Technical Officer

Authoriser: Engineering Asset Manager

Attachments: 1. Council Report - March 2023

REPORT

A report was presented to the March Assets & Operations Committee and subsequent Council meeting in relation to the provision of urban dog off leash areas within Temora. Council resolved to form a small working party to present options and costings back to Council.

Background

Off-leash areas have become a recognised amenity catering for the health and wellbeing of both dogs and their owners. When properly established and managed off-leash areas represent a valuable asset providing physical and mental health benefits to the community derived from physical exercise, social interaction and time with their pet/s.

Benefits for off-leash areas includes the following:

Benefits for dogs

- Physical and mental exercise for dogs - provide opportunities where dogs can get physical and mental exercise. Well exercised dogs are less likely to behave in a destructive or annoying way such as excessive barking.
- Socialisation for dogs - provide opportunities for dogs to have frequent interaction with other dogs and people. Dogs that are well socialised and exercised are healthier and happier as well as less likely to be aggressive.
- Safe environment for dogs to play - provide a secure environment where dog owners can exercise their dogs off-leash and not encounter cars, bikes and other obstacles. Dog parks can provide an outlet for natural dog behaviours such as running, chasing, playing and barking with the result that the dog is less likely to engage in such nuisance behaviour at home.

Benefits for people

- Outlet for dog owners to socialise - provide a public space where dog owners can interact with each other and form community bonds. It has been established that pets act as an activator for social contact and pet owners are more likely to interact with neighbours and to be involved in the community. Some dog park users have established Facebook sites for their parks.
- Seniors and people with disabilities have an accessible place to exercise their dogs - provide people with limited access, with opportunities to exercise their dog and provide ongoing social contact.
- Places for people to connect - provide a space where dog owners can feel connected with other community members improving their mental and emotional health.

Benefits for the community

- Responsible dog ownership - reduce the likelihood of conflict with other users of open space through dog owners letting their dogs off-leash in other recreational areas and provide opportunities to educate dog owners about animal health and welfare.
- Affordable recreation option - A trip to the off-leash area is a free, outdoor activity where the family can take both their children and their pet.
- Resting place for travelling community - provide a safe resting spot for those owners travelling with their pets, pet friendly holidays.

From the previous community feedback about this matter, the key features of any new or upgraded facility is:

- Suitable location
- Suitable size
- Fencing to delineate the area and confine the pets.

As a result of the working group meeting, the below 3 options are presented:

Golden Gate Reserve

This area is already informally provided as an urban dog off leash area, however it has several constraints resulting in limited use. These include the presence of khaki weed, lack of regular maintenance, lack of connecting paths, car parking and fencing. The benefits of this area are that it is in close proximity to the residential area, is a large open space that is close to existing irrigation infrastructure and would not require decommissioning of a previous use.

In order to properly designate this area as a dog off leash zone, it could easily be rehabilitated and maintained on a regular basis, in addition to the installation of adequate fencing.

The site is currently being investigated by Council's flood consultants, Lyall and Associates, to include additional stormwater detention basins on this land. The stormwater detention basins are intended to support where possible and practical dual-purpose functions, as both open space for passive recreation and stormwater management, when required. Any installation of infrastructure would need to ensure that it does not impact on future stormwater management functions.

The site is the largest of the three options, being over 1.3 hectares, however the area could be reduced in size to part of the site.

Water services are available but not connected at the Austral/Gardner Street intersection. There are no parking or toilet facilities on this site.



The Oval

The northern section of The Oval is proposed as a possible location. This area is already irrigated and maintained on a regular basis, is centrally located and has existing toilet facilities (although these are currently not routinely open to the public at this time).

The Oval is currently used for both junior cricket and netball. In terms of cricket usage, it may be possible to accommodate use at the alternate fields. The junior netball only uses the southern portion of the grassed area, which could be retained whilst still providing a significant sized space for a dog off leash area. The proposal would require consultation with these clubs in addition to local schools.

To convert this space to dog off leash area it would require installation of fencing, connecting paths, and shade, along with continuation of the regular maintenance which presently occurs. Fencing may need to be higher given that the adjoining space is used routinely by small children for netball training. Potable water services are available at the Oval amenities.



Railway Precinct

The below area which forms part of the Railway Precinct is another possible location. The entire precinct is currently under consideration as part of the Master Plan development. An urban dog off leash area is being considered within the plan.

This site is centrally located and has access to existing facilities, including toilets, car parking, connecting paths, recycled water (Federal Park) and the site includes a reasonable number of trees, which provides shade. The site does require additional maintenance and is owned by Transport for NSW and is not currently leased by Council. Any additional infrastructure installed will require consent from Transport for NSW and changes to the existing lease arrangements. Potable water services are available in Federal Park / Railway Station.



Cost

It is not possible to determine cost at this early stage other than to say it is likely the cost will range from $100,000 to $200,000 subject to scope, location and supporting infrastructure provision.

In relation to location, it would seem the site that is best serviced with supporting infrastructure is the railway precinct, however this is a new facility requiring ongoing operation and maintenance costs, whereas the other two options have some Council operation and maintenance commitment existing, noting this will increase as a result of the development.

Golden Gate Reserve and the Oval can possibly be developed for a similar cost, but currently lack high quality supporting infrastructure such as connecting paths and shade noting majority of the Golden Gate Reserve trees will be removed with detention basin works.

Additional Considerations

In order to support a dog off leash park, the following features, in addition to fencing, would routinely be expected to be provided on any location selected:

- Entrance via a paved footpath
- Landscape features or equipment for use
- Minimum one drinking fountain with dog bowl either within or adjacent to the enclosure
- Bench seating
- Tables and chairs either within or nearby the enclosure
- Shade
- Waste bin
- Bag dispenser
- Car parking
- Signage to indicate the rules for usage
- Possibly some form of activity / exercise equipment for dogs

Cr Belinda Bushell left the meeting at 3:09pm

COMMITTEE RESOLUTION 87/2023

Moved: Cr Anthony Irvine
Seconded: Cr Rick Firman

The Committee resolved to recommend that Council consider the Oval as the preferred option and enter into discussions with the affected sporting groups and schools.
AND FURTHER
Council receives a future report on proposed designs and costings.

CARRIED

Report by Amanda Colwill/Claire Golder

4.10 URBAN DOG OFF LEASH AREAS

File Number: **REP23/332**

Author: **Engineering Technical Officer**

Authoriser: **Engineering Asset Manager**

Attachments: **1. Correspondence**

REPORT

Council has received correspondence from a resident in relation to urban off leash areas for dogs in Temora. The resident has expressed concern about the condition of the two current off leash areas (located at Golden Gate Reserve and on the northern side of Lake Centenary). The resident is also requesting further investigation into more suitable locations which are more centralised to the urban area.

This item was also raised in the Recreation and Open Space Strategy and was a strong theme in the 2021 Resident Satisfaction Survey.

Staff are seeking some direction from Council regarding Councils appetite to consider funding an urban off leash area and to what level Council may consider appropriate. To construct a high quality off leash facility could easily cost in excess of $150,000. If Council wish to proceed and can provide some detail regarding potential funding, a small working party can be formed and a short list of concept options scoped and costed and a further report provided to Council.

COMMITTEE RESOLUTION 19/2023

Moved: Cr Rick Firman
Seconded: Cr Jason Goode

That the Committee resolved to recommend to Council that a small working party be formed to work on options and costings for urban dog off leash areas with a further report to come back to Council.

CARRIED

Report by Amanda Colwill

Alex Dahlenburg left the meeting at 3:46 pm.

Rob Fisher left the meeting at 3:46 pm.

From:
Sent: Tuesday, 14 February 2023 10:41 AM
To: Temora Shire Council <temshire@temora.nsw.gov.au>
Subject: Regarding Weeds & Off-Leash Dog Park

Attention: Weeds Dept & Off-Leash Dog Park

Dear Temora Shire Council

I'd like to raise two matters, one regarding a weed and one regarding the off-leash dog park.

Off-Leash Dog Areas
While talking about Golden Gate Reserve, this is listed on the council website as the 'designated off-leash area' for dogs. However, with so many weeds, often overgrown, this means it is not an attractive area for dog owners to enjoy. It seems to me like a 'token' park designated as an off-leash area simply because the shire needs one by law.
Likewise the new off-leash area at the lake is disappointing – so close to the lake, but not being able to see the lake to enjoy it while exercising a dog is not attractive. I've noticed it overgrown. More importantly, not everyone wants, or has means, to transport their dog to the lake every time they want to use an off-leash area.

If council is serious about providing for dog owners, I would love to see two off-leash areas (one each side of railway line) that are attractive to both dogs and humans, well-maintained, and central (within walking distance) to the majority of homes/residents.

Thanks for taking the time to read this email and I look forward to seeing these matters addressed.

Yours sincerely,

4.10 STREET TREE AUDIT AND PLAN

File Number: **REP23/948**

Author: **Engineering Asset Manager**

Authoriser: **Engineering Asset Manager**

Attachments:
1. **EW8 Urban Tree Management Plan**
2. **2023 Street Tree Audit**

REPORT

The third revision of Council's Street Tree Audit has recently been completed by Mr Mark McCrone and is attached for Council's consideration.

Also attached is a draft revision of Council Policy EW8 Urban Tree Management Plan. The main change to EW8 is a significant overhaul of the approved planting register. The planting register changes respond to:

- the last community survey in 2021, where there were several comments regarding wanting to see more native planting options.
- Review and consolidation of the list by Mark McCrone, removing plantings that would likely not do well in our relatively harsh summer climate.

Budget Implications

N/A

COMMITTEE RESOLUTION 88/2023

Moved: Cr Rick Firman
Seconded: Cr Max Oliver

The Committee resolved to recommend that Council place EW8 on public exhibition for 28 days.

CARRIED

Report by Rob Fisher

TEMORA SHIRE COUNCIL

TEMORA

The Friendly Shire

URBAN TREE MANAGEMENT PLAN

ACTIVE

Revision Number: 4
File Name: Urban Tree Management Plan

Revision Date: 5th July 2023
Page Number: Page 1 of 16

Review Details

ABOUT THIS RELEASE

DOCUMENT NAME: **Urban Tree Management Plan**
CODE NUMBER: **EW8**
AUTHOR: **Temora Shire Council**
ENDORSEMENT DATE: **October 2005**

REVIEW

Revision Date	Revision Description		Date approved by Council	General Managers Endorsement
October 2008	Risk management strategies added			
July 2009	Table of suitable tree characteristics added- appendix 3 & listings of tree plantings & removals transferred to separate register.			GCL
October 2020	Reconstruction		17 November 2020	GCL
July 2023	General Review			

PLANNED REVIEW

Planned Review Date	Revision Description		Review by
November 2017	Review Currency		Urban Overseer
June 2022	General Review		Urban Overseer
June 2025	General Review		Engineering Asset Manager

1. Purpose

The purpose of this plan is to provide a framework for stakeholders to understand Councils requirements relating to urban tree management, along with providing operational framework for Council staff deliver management and maintenance of urban trees within the Temora LGA.

2. Scope

The plan is confined to urban public areas within the Temora LGA. This includes but is not limited to urban road reserves, public parks and gardens, general public recreation and open space.

The plan applies to all stakeholders of urban public areas within the Temora LGA. This includes but is not limited to, residents, property owners, public authorities, visitors, Council officers, contractors and developers.

3. Objectives

The underlying objective of the Urban Tree Management Plan is to sustainably improve the visual amenity and quality of streetscapes, parklands and general public land within urban areas of the Council footprint. We plan to achieve this objective through;

- Preserve and enhance streetscape amenity,
- Maintaining best-practice tree management and maintenance standards,
- Establish and maintain maximum tree canopy cover within urban areas including an optimal level of age and species diversity,
- Promoting efficient and cost-effective management of the urban trees,
- Selecting, positioning, and maintaining trees appropriately to maximise their benefit and minimise hazards, nuisance, and infrastructure damage,
- Maintaining an up-to-date electronic management system for street trees and trees in public open space, and
- Define the circumstances under which existing trees may be removed.

4. Tree Management

The urban environment is significantly enhanced by the appropriate installation, maintenance and management of trees. Council is committed to the preservation and enhancement of green spaces throughout the Council area and endeavours to continue to deliver a high level of community service through the implementation and periodic review of this plan.

4.1 Tree Inspection

Inspections of urban trees will be undertaken routinely, with condition data being recorded in Council's GIS system. The frequency of urban tree inspection should not exceed a maximum of 5 years between inspections.

Reactive inspections of Council trees resulting from customer requests will be managed through Councils Customer Request System (CRM), with requests actioned as soon as reasonably practical (generally within ~~5~~ 10 business days).

4.2 Species Selection

The following location characteristics must be considered prior to the selection of a tree species:

- The nature strip width and type in relation to growth space and mature tree size,
- Environmental conditions (soil, water, salt, etc.),
- Housing styles and proximity of structures to tree sites,
- The existing streetscape and any shade requirements,
- Proximity to infrastructure services,
- Private plantings and their impact upon the tree species, and
- Street maintenance and the overall scale of the streetscape in relation to the length and width of the pavement.

Exotic and ~~,~~ native ~~and indigenous~~ tree species can be used to complement a given landscape. If a significant or dominant stand of trees is present and the trees are suitable, then the theme should be continued. Otherwise, a new selection will be made.

Tree species selection shall be guided by Council's Approved Tree Species Register located in Appendix A.

4.2.1 Undesirable Urban Tree Species

Not all tree species are suitable for use as street trees. New street tree plantings should be selected in accordance with section 4.2. Undesirable species may exist within Councils urban streetscapes; however it is envisaged these species will be phased out over time as they reach the end of their life or are removed as a result of development, redevelopment or Council street tree removal program.

General reasons for species being listed as undesirable include;

- Self-pruning of larger limbs;
- enormous mature size of canopy or roots;
- invasive or shallow root systems;
- susceptibility to insect and pathogen infestation;
- aggressive self-seeding ~~or known environmental weeds~~;
- suckering or adventitious growth patterns;
- hazardous spines, thorns or appendages;
- toxic, allergenic or irritant properties;
- producing large fleshy fruits, or numerous small hard fruits;
- being a declared noxious weed; and
- Low aesthetic value compared to other tree species.

An Undesirable Tree Species Register is located in Appendix C.

4.3 Tree Planting

4.3.1 Planting Location within Reserves

In general terms, Council encourages uniformity relating to the placement of trees in the road reserve. The preferred option, where practical, is plantings on the nature strip, however there are some legacy areas where nature strip planting is impractical due to road reserve width and other infrastructure obstacles.

It is not acceptable for trees to be planted on both the footpath and the road pavement within the same reserve. In these instances, the trees in the non-preferred location should be removed (generally the road pavement).

Council will develop, and implement where appropriate, a range of planting designs and engineering solutions for difficult locations and/or legacy sites. This could include;

- Use of underground root barrier,
- Using in road cut outs or pits,
- Construction of on road landscape areas (kerb blisters, and tree borders), and
- Explore alternatives to standard power lines in key streets, such as Aerial Bundled Cabling or underground power.

4.3.2 Planting Guidelines

The process of planting is extremely individual and will vary dependent on the site situational aspects. The following planting principals shall be considered when undertaking planting on Council land;

- Uniform patterns or avenues of trees are preferred to random plantings in a streetscape setting,
- Ideally tree plantings will be uniformly spaced at between 15-25m, aiming to have 1 street tree per lot, centrally located on the lot frontage,
- Ensure mature dimensions of selected tree species are appropriate for the area,
- Ensure infrastructure clearance distances are observed and risk of infrastructure damage is minimised,
- Private plantings on Councils road reserve areis not allowed,
- Attention to be paid to the effect on street lighting by plantings,
- Consideration be given in all instances to the use of advanced species,
- Minimum excavation for tree size (mm);
    - Small 600 x 600 x 600
    - Medium 750 x 750 x 750
    - Large 900 x 900 x 900
- Manufactured planting material and fertiliser be considered to aid establishment, and
- Details of new plantings shall be recorded in the Reflect Urban Tree Management Database within 7 days anddays and entered in Councils GIS system in a timely manner.

4.3.3 Infrastructure Planting Clearances

Tree species approved by Council shall be planted in accordance with the following minimum infrastructure clearance distances,

Infrastructure	Minimum Clearance Distance
Property boundary	1.5m
Footpath or kerb line	1.2m
Gas, Water or Sewer Main	1.0m
Street / park light or electricity pole	3.0m
Vehicle crossover or driveway	1.2m
Stormwater outlet	1.0m

Service pit or lead in	1.0m
From intersection	8.0m measured from kerb line

**Distances provided may be subject to change dependent upon the site and species selected.*

4.3.4 Tree Stock and Early Care/Maintenance

Performance of newly planted trees is highly dependent on the quality of the tree stock at the time of planting. Tree stock sourced for Council will meet the criteria specified in the Australian Standard *AS2303:2015 Tree Stock for Landscape Use*. All tree stock must be in a sound and healthy condition and be self-supporting.

Early care and maintenance of any tree is paramount to its long-term success as a community asset. Council are committed to implementing the following early maintenance procedures for new plantings:

- Formative pruning (AS4373–2007),
- Regular irrigation or watering over summer months until established (minimum 3 seasons),
- Support staking with wooden stakes,
- Base mulching, however not directly adjacent to the stem, and
- Regular maintenance of the above items until established (minimum 3 seasons).

4.3.5 Replacement Planting

All trees removed from the streetscape are to be replaced as quickly as possible depending on the season. Replacement planting shall occur between May to September, not during summer or a period of prolonged drought.

Details of replacement plantings shall be recorded in the Reflect Urban Tree Management Database within 7 days and entered in Councils GIS system in a timely manner.

4.4 Routine Maintenance

This section provides guidelines for ongoing maintenance/care of urban trees. Necessary tree maintenance will vary throughout the life of the tree depending on the circumstances during any given season. In order to ensure Council achieves a high level of success on investments made in urban amenity through the planting of trees, Council must be committed to resourcing the variable demands that arise as a result of managing a large number of trees.

Ongoing routine maintenance considerations;

4.4.1 Pruning

- All pruning activities are to be carried out in cooler months to reduce stress on subject trees.
- Hazard avoidance pruning may be undertaken in any season.
- All pruning activities are to be undertaken by Parks and Gardens Sstaff or approved contractors under the direction of the ~~Urban Overseer~~Recreation and Open Space Coordinator.
- Pruning by the general public is not permitted.

4.4.2 Watering

- Summer watering of all new plantings is to be provided on a minimum weekly basis for at least the first 3 seasons, or as directed by the ~~Urban Overseer~~Recreation and Open Space Coordinator after planting.

- Summer watering of stressed urban trees at risk of death or permanent damage may be considered at the discretion of the Recreation and Open Space Coordinator~~Urban Overseer~~.
- Watering of street trees adjacent to private property by residents is encouraged.

4.4.3 Mulching

- All new planting (until established) are to be maintained with mulch to assist with water retention and weed suppression.

4.4.4 Root Pruning

- Tree root pruning for the protection of assets should be undertaken only by a qualified horticulturalist or arborist (minimum AQF level 3) and in accordance with AS4373–2007. If roots are severed or removed, the following steps should be taken:
    - Prune the root with as little damage as possible
    - Remove only the amount of root that is necessary

4.4.5 Form Maintenance

- Tree stake maintenance shall be undertaken as required.
- Formative pruning is to be undertaken at the discretion of the Recreation and Open Space Coordinator~~Urban Overseer~~.

4.4.6 Infrastructure Maintenance Clearances (tree canopy)

- Powerlines – Delivered by electricity distributer.
- Footpaths – 2.5m height to lowest foliage or limb.
- Driveways – 3.0m height to lowest foliage or limb.
- Roadways – 4.0m height at kerb, 5.0m height over road to lowest structural limb.
- Street Names – Visible from 50m in either direction.
- Traffic Sight Lines – Vehicles approaching an intersection must be visible to pedestrians and other vehicles from the following distances:

Speed Limit (kph)	Distance (m)
40	40
50	60
60	80
80	120
100	180

- Road Signs – Must be visible from the distance outlined above.
- Street Lights – Should be able to radiate clearly to ground level at 45 degrees.

4.5 Tree Removal

Council follows a clear and fair process to accurately assess tree removals. Any trees that are removed shall be replaced where possible in order to maintain the appearance and consistency of the street or reserve. The replacement species will follow the selection criteria outlined in section 4.2 of this Plan.

If Council is considering the removal of multiple street plantings, the following factors should be considered:

- The contribution of the plantings to the overall streetscape,
- The maintenance requirements of the trees in question,
- Whether removal would comply with the tree removal criteria below,
- Potential damage from roots to services above and below ground,
- The overall condition of the trees,
- The replacement species,
- The significance of the existing trees, and
- Adjacent resident consultation and notification.

4.5.1 Tree Removal Criteria

Tree removal will occur only if one or more of the criteria listed below are met in an assessment by Councils Recreation and Open Space Coordinator~~Urban Overseer~~:

- The tree is dead, dying, damaged or diseased and remedial action would be ineffective in saving it,
- The tree is infested with a pest (e.g. insect) for which the appropriate control would be ineffective,
- The tree is a public nuisance or hazard due to its species, condition, location or size and cannot be remedied by appropriate techniques,
- The tree is interfering with the growth and development of new plantings or a more desirable species,
- The aesthetic value of the tree within the given streetscape is very poor or distracting,
- Unauthorised works close to the tree have irreparably damaged it,
- Removal may be necessary to allow the construction of access to property where no other alternative exists,
- The street tree is considered by Council to be an undesirable species, see section 4.2.1.
- It can be demonstrated that the tree has caused, is causing, or is likely to cause, substantial damage to private property or public infrastructure and the estimated cost of ongoing repairs outweighs the value of the tree, and there is no reasonable alternative, e.g. root barrier or pruning, to solve the problem.

Trees will not be removed on the basis that they cause the following nuisance:

- Drop leaves, fruit or twigs,
- Provide habitat for insects or small mammals,
- Might harbour termites,
- Induce allergies~~, – unless a doctor's certificate is provided demonstrating cause and effect between the tree and the allergy,~~
- Do not comply with an individual's species preference,
- Block solar access and views,
- Interfere with telecommunications reception,

- Hinder the growth of nearby plants, and
- "Might" cause damage in future – as outlined above, damage to infrastructure by a tree must be demonstrated to the Responsible Authority

4.5.2 Tree Removal Process

Residents may submit a request for a tree within Council owned land to be considered for removal due to safety or other concerns. A written request (Appendix B) must be submitted to Council for consideration.

Once the request is received, it is to be submitted as an attachment to a Customer Request Management (CRM) entry. An investigation will be carried out by Council's Recreation and Open Space Coordinator ~~Urban Overseer~~ and action decided in the context of section 4.5.1 Tree Removal Criteria.

- Upon review of the request, the Recreation and Open Space Coordinator ~~Urban Overseer~~ is to complete the 'Council use only' section on the written request form (Appendix B) and forward to the Engineering Secretary to be filed on Council's Record Management System.
- Additionally, correspondence must be made by the Recreation and Open Space Coordinator ~~Urban Overseer~~ via the preferred method of contact stipulated on the form, to advise the outcome of the request.
- If the request is approved, affected residents are to be notified outlining the reason for removal.
- Where a request is not approved, the applicant may wish to object to the decision.
- Objections must be submitted in writing within ten (10) business days of the decision made.
- Council's Recreation and Open Space Coordinator ~~Urban Overseer~~ will assess the objections and respond to the objector/s with the outcome. If the objector/s is still not satisfied, the matter will be referred to the General Manager for determination.
- ~~If no objections are received, the removal of the tree will commence.~~

4.5.3 Method of Removal

Where practical and possible tree removal including the root system will be undertaken by mechanical methods (excavator, backhoe, etc.) under the guidance of Council Pparks and Ggardens Sstaff.

Where it is deemed unsafe to remove part or all of a tree by mechanical means, the removal process should be undertaken manually by qualified horticulturalist or arborist (minimum AQF level 3) in compliance with all relevant standards and codes.

In all cases where the public may access the area, the stump must be removed completely, or at minimum removed to below ground level and the area made safe. All stumps awaiting removal must be delineated with appropriate safety devices to alert the public of the tripping danger.

Where a tree is removed from an existing road pavement, the root system is to be extensively removed and the area heavy patched to a minimum depth of 200mm and reinstated to a condition consistent to adjacent pavement.

4.5.4 Hazardous Trees

Trees can develop hazards through poor form, borer damage, root problems, storm damage, etc. Where an inspection and risk assessment reveals that a tree poses an unacceptable level of risk that cannot be mitigated to an acceptable level using arboriculture practices, its removal must be

actioned in a timely manner. Details of the removal shall be recorded in the Reflect Urban Tree Management Database within 7 days and entered in Councils GIS system in a timely manner.

Removal of trees that are of an immediate risk will be undertaken as soon as practicable and therefore any nearby affected residents may not be notified.

4.5.5 Trees Allegedly Causing Structural Damage

Tree roots may on occasion invade private property, causing damage to structures, pipes and paths. Removal of trees will only be considered where all other arboriculture interventions have been deemed inappropriate.

4.5.6 Tree Removal for Infrastructure Development

When an application is made for a tree's removal for infrastructure development, the guidelines for removal shall be the same as in section 4.5. However, when no other site is available for the infrastructure development, a tree/s may be removed provided that:

- Affected residents have been notified and have had the appropriate opportunity to lodge an objection,
- A suitable replacement tree species of advanced specimen is to be selected by Council, and
- The cost of the tree's removal, replacement and any other works associated with the tree removal are to be borne by the owner/developer.

4.5.7 Procedures for Tree Removal (Vehicle Crossover)

Vehicle crossover applications are to be lodged with Council's ~~Urban Overseer~~Engineering Works Department.

- If a~~the~~ tree(s) is affected by the crossover and requires removal and all other avenues have been explored, Council will grant approval for removal, subject to conditions of section 4.5.6.

4.5.8 Disputes

When an objection is received, the removal will be suspended until the Recreation and Open Space Coordinator ~~Urban Overseer~~ examines the objections and a final decision is made. If no resolution can be found, the matter will be referred to Council's General Manager for determination. The Recreation and Open Space Coordinator ~~Urban Overseer~~ will advise the objector in writing of the final decision.

4.6 Claims

Council ~~endeavours~~endeavors to limit potential damage to property from Council owned trees through regular tree audits and prompt response to notification of potential hazards. Council will not reimburse costs associated with damage from falling tree branches unless there is a clear case of negligence on behalf of C~~c~~ouncil.

4.6.1 Tree Root Damage Claims

Council is not responsible for the remediation of damages caused to properties by tree roots prior to notification of the potential nuisance except to the extent that negligence is proven by law.

All claims for alleged damage to private property from tree roots must be made in writing to the General Manager of Temora Shire Council for consideration by Council and/or Council's insurer.

Claims must be accompanied by professionally documented evidence of the extent of the alleged damage and the cause of damage. For example, a report from a structural engineer and/or a consulting arborist, with photographs of any damage, clearly identifying the link between the alleged damage and Council's trees.

Any claim received by Council alleging tree root damage must follow this procedure:

- Preliminary inspection of the tree will be undertaken by the Recreation and Open Space Coordinator ~~Urban Overseer~~ to determine the potential impact of the tree on property and possible damage mitigation strategies and a report provided to the General Manager.
- Reports should, where possible, contain full details of the site, photographs and recommendations for remedial works.
- If the claim involves the potential for significant damage to private property, a consulting arborist may be appointed by the Recreation and Open Space Coordinator ~~Urban Overseer~~ to provide an independent report as to the cause of damage and most appropriate mitigation strategies.

Remedial work on trees allegedly causing root damage may include:

- The installation of a tree root barrier. The type and depth will depend on the severity of the problem and the species of tree. Lineal root barriers should be used only in appropriate cases. The roots will be pruned, if practical, to property lines and will only be undertaken where the tree's health and stability are not compromised. Trees of historical value will be considered for this type of work,
- Tree root pruning, and
- Tree removal if;
    - a practical arboriculture solution cannot be implemented effectively,
    - the tree is an inappropriate species, or
    - it is in an inappropriate location.

4.7 Record Management

New plantings, removals and/or replacement of trees will be recorded in an electronic Urban Tree Management Database using Reflect.net software.

Resident request for new plantings, removals and / or replacements of trees will be recorded on the form Resident Request - Tree Planting / Removal Request (Appendix B).

Appendix A – Approved Tree Species Register

Botanical Name	Common Name	Size	Dimensions	Foliage Type	Type	Growth	Planting
Native							
Corymbia / Eucalyptus							
Corymbia citriodora Scentuous	Dwarf Lemon Scented Gum	Medium	7 x 4	Evergreen	Native	Fast	Street
Corymbia eximia Nana	Dwarf Yellow Bloodwood	Medium	8 x 8	Evergreen	Native	Fast	Street
Corymbia Summer Beauty	Grafted Flowering Gum	Small	4 x 4	Evergreen	Native	Fast	Street
Corymbia Summer Red	Grafted Flowering Gum	Small	4 x 4	Evergreen	Native	Fast	Street
Eucalyptus leucoxylon subsp.	Euky Dwarf	Medium	7 x 5	Evergreen	Native	Fast	Street
Bottlebrush							
Callistemon Kings Park Special	Kings Park Special Bottlebrush	Small	4 x 4	Evergreen	Native	Fast	Street
Callistemon Harkness	Harkness Bottlebrush	Small	4 x 3	Evergreen	Native	Fast	Street
Wattles							
Acacia implexa	Lightwood	Medium	8 x 6	Evergreen	Native	Fast	Street
Acacia pendula	Weeping Myall	Medium	8 x 6	Evergreen	Native	Fast	Street
Casuarinas							
Allocasuarina luehmanii	Buloke	Medium	15 x 8	Evergreen	Native	Fast	Street/Park
Allocasuarina verticillata	Drooping She-oak	Medium	8 x 6	Evergreen	Native	Fast	Street
Banksias							
Banksia integrifolia	Coast Banksia	Medium	8 x 6	Evergreen	Native	Moderate	Street
Banksia marginata	Silver Banksia	Medium	5 x 5	Evergreen	Native	Moderate	Street
Other Native Genera							
Brachychiton populneus X acerifolius Jerilderie Red	Jerilderie Red Kurrajong	Medium	8 x 6	Evergreen	Native	Moderate	Street/Park
Callitris glaucophylla	White Cypress Pine	Medium	15 x 8	Evergreen	Native	Moderate	Street/Park
Geijera parviflora	Wilga	Medium	9 x 7	Evergreen	Native	Slow	Street
Hakea laurina	Pin Cushion Hakea	Small	5 x 4	Evergreen	Native	Moderate	Street/Park
Melaleuca lanceolata	Moonah	Medium	7 x 5	Evergreen	Native	Moderate	Street
Pittosporum angustifolium	Weeping Pittosporum	Medium	15 x 8	Evergreen	Native	Moderate	Street/Park
Exotic							
Maple							
Acer negundo - Sensation	Box Elder Sensation	Medium	9 x 6	Deciduous	Exotic	Moderate / Fast	Street
Acer campestre 'Elsrijk'		Medium	7 x 6	Deciduous	Exotic	Moderate	Street
Acer rubrum 'October Glory'	October Glory Red Maple	Medium	13 x 9	Deciduous	Exotic	Fast	Street/Park
Acer x Freemanii 'Jeffersred'	Autum Blaze Maple	Medium	13 x 10	Deciduous	Exotic	Fast	Park
Acer x freemanii 'Scarsen'	Scarlet Sentinel	Medium	12 x 7	Deciduous	Exotic	Moderate / Fast	Park
Ash							
Fraxinus angustifolia 'Raywood'	Claret Ash	Medium	12 x 9	Deciduous	Exotic	Moderate / Fast	Park

Botanical Name	Common Name	Size	Dimensions	Foliage Type	Type	Growth	Planting
Fraxinus griffithii	Evergreen Ash	Small	6 x 4	Evergreen	Exotic	Moderate	Street
Fraxinus pennsylvanica 'Urbdell'	Urbanite Ash	Medium	11 x 8	Deciduous	Exotic	Moderate	Street
Crepe Myrtle							
Lagerstroemia indica x fauriei 'Kiowa'	Crepe Myrtle - Kiowa (White)	Medium	10 x 8	Deciduous	Exotic	Moderate / Fast	Street
Lagerstroemia indica x fauriei 'Natchez'	Crepe Myrtle - Natchez (White)	Small	6 x 4	Deciduous	Exotic	Moderate	Street
Lagerstroemia indica x L. fauriei 'Biloxi'	Crepe Myrtle - Biloxi (Pale Pink)	Small	6 x 4	Deciduous	Exotic	Moderate	Street
Lagerstroemia indica x L. fauriei 'Tuscarora'	Crepe Myrtle - Tuscarora (Dark Pink)	Small	6 x 4	Deciduous	Exotic	Moderate	Street
Magnolia							
Magnolia grandiflora 'Exmouth'	Magnolia - Exmouth	Medium	15 x 8	Evergreen	Exotic	Moderate / Fast	Park
Plane							
Platanus x acerifolia	Londen Plane 'Liberty'	Medium	14 x 10	Deciduous	Exotic	Moderate	Park
Platanus orientalis var. insularis	Autumn Glory Plane	Medium	15 x 10	Deciduous	Exotic	Moderate	Park
Ornamental Pear							
Pyrus calleryana 'Chanticleer'	Chanticleer Pear	Medium	11 x 6	Deciduous	Exotic	Moderate	Street
Pyrus calleryana 'Capital'	Capital Pear	Medium	11 x 3	Deciduous	Exotic	Moderate	Street
Pyrus calleryana 'Valzam Valiant'	Valzam Valiant Pear	Medium	9 x 5	Deciduous	Exotic	Moderate	Street
Pyrus fauriei 'Westwood'	Korean Sun Pear	Small	4 x 5	Deciduous	Exotic	Moderate	Street/Park
Pyrus betulifolia 'Southworth' Dancer	Southworth Dancer Pear	Medium	7 x 5	Deciduous	Exotic	Moderate	Street
Oak							
Quercus cerris	Turkey Oak	Large	20 x 15	Deciduous	Exotic	Moderate	Park
Quercus ilex	Holm Oak	Medium	15 x 10	Evergreen	Exotic	Slow	Park
Quercus palustris	Pin Oak	Large	20 x 8	Deciduous	Exotic	Fast	Park
Quercus phellos	Willow Oak	Medium	15 x 10	Deciduous	Exotic	Moderate	Park
Quercus robur f. fastigiata	Common Oak fastigiata	Medium	13 x 4	Deciduous	Exotic	Slow / Moderate	Park
Elm							
Ulmus minor 'Variegata'	Sliver Elm	Large	20 x 13	Deciduous	Exotic	Moderate	Park
Ulmus parvifolia 'Emer II'	Allee Elm	Medium	13 x 10	Deciduous	Exotic	Moderate / Fast	Street/Park
Ulmus parvifolia	Chinese Elm 'Todd'	Medium	10 x 10	Deciduous	Exotic	Fast	Street
Other Genera							
Ceratonia siliqua	Carob	Medium	15 x 8	Evergreen	Exotic	Slow	Park
Cercis siliquastrum	Judas Tree	Small	6 x 4	Deciduous	Exotic	Moderate	Street/Park
Jacaranda mimosifolia	Jacaranda	Medium	10 x 4	Deciduous	Exotic	Fast	Street/Park
Koelreuteria paniculata	Golden Rain Tree	Medium	9 x 7	Deciduous	Exotic	Moderate	Street/Park
Liquidambar styraciflua	Liquidamber / Sweet Gum	Large	20 x 10	Deciduous	Exotic	Fast	Park
Olea europaea Swan Hill	Swan Hill Olive	Medium	8 x 6	Evergreen	Exotic	Slow	Street
Pistachia chinensis	Chinese Pistachio	Medium	8 x 6	Deciduous	Exotic	Moderate	Street
Populus x euramericana	Poplar 'Veronese'	Large	20 x 6	Deciduous	Exotic	Fast	Park

Botanical Name	Common Name	Size	Dimensions	Foliage Type	Type	Growth	Planting
Triadica sebifera	Chinese Tallow Tree	Medium	10 x 5	Deciduous	Exotic	Fast	Street
Gleditsia triacanthos 'Sunburst'	Gleditsia Sunburst	Medium	8 x 8	Deciduous	Exotic	Fast	Street
Prunus cerasifera	Oakville Crimson Spire	Small	6 x 2	Deciduous	Exotic	Medium	Street

Appendix B – Tree Planting / Removal Request

Resident Request

Tree Planting/Removals

TEMORA
The Friendly Shire

REQUEST DETAILS			
Planting ☐ Removal ☐		Date:	
Quantity:		Species:	
Details:			
Address:			
Work Plan Sketch:			

CUSTOMER DETAILS			
Name		Preferred Method of Contact	☐ Phone ☐ Email
Phone Number		Email	

Office Use Only		
Approved ☐ Denied ☐	Signed:	
Justification:		
Action:		
Returned Correspondence ☐	Form uploaded as an attachment to a CRM (mandatory) ☐	

Description: TSC-GM-XXX Resident Request - Tree Planting or	**Developed:** 18/8/2020	**Reviewed:**	
File path: T:\Engineering Works\Administration & Legislative\IMS\Initial Draft Doc\General\TSC-GM-XXX Resident Request - Tree Planting or Removals.docx		**Version Number:** 1.0	**Page:** 1 of 1

Revision Number: 4
File Name: Urban Tree Management Plan

Revision Date: 5th July 2023
Page Number: Page 15 of 16

Appendix C – Undesirable Tree Species Register

Botanic Name	***Common Name***
Brachychiton populeneus	Kurrajong
Melia azedarach	White Cedar

STREET TREES OF TEMORA SHIRE

A Review of the Street Tree Database for Temora & Ariah Park

A Report to;

TEMORA
The Friendly Shire

Prepared by;

MARK D. McCRONE
LANDSCAPE
ARCHITECT



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June 2023
Ref. 22/435.

22/435

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Section 1 Introduction

1.1 Preamble

Mark D. McCrone, consulting Arborist and Landscape Architect, has been engaged by Temora Shire Council to review and update the database it holds (which was compiled by a previous audit undertaken in 2015-16) on the street trees in the Shire to assist in urban tree management in the townships within Council's Local Government Area.. The information on the subject trees, the findings of the audit review and update, and recommendations on tree management in documented in this report.

1.2 Report Background, Purpose and Scope

In 2015 Mark D. McCrone was engaged by Temora Shire Council to conduct an inspection of all the street trees of Temora and Ariah Park and produce a recording of their current condition. This project followed on from a previous inventory of the street trees of Temora & Ariah Park undertaken in 1998-1999.

The aims of Council's brief for this current project are to;

- update the database on the street tree assets of Temora Shire;
- review the accuracy of the database's records relating to the location and condition of street trees in the shire, and identify management issues affecting them; and
- provide a foundation for the review of Councils' Urban Tree Management Plan to guide the future plantings and management of the urban tree resource.

Section 2 of this report details the 2015-16 tree audit's methodology and considerations for the conduct of the review and update of the resultant database.

The field survey work for the review of the street trees of Temora and Ariah Park was undertaken during November 2022 – May 2023. The findings of the audit review and update are recorded and discussed in Sections 3 & 4 of this report. The findings of this review and recommendations for future tree management are discussed in Section 5.

1.3 Project Area

The 2015-16 audit was confined to "ornamental" street trees, i.e. those planted for amenity purposes (and remnant endemic trees that have been retained) within the road reserves of what would be considered "urban" roads, or residential streets. While the original audit's scope was limited to the urban (50kph speed limited) area of the townships, the review and update has also included a number of avenues of ornamental trees that have been planted beyond this speed limited area, especially along the main "entry" roads into Temora.

The extent of the townships where the initial street tree assessment was undertaken in 2015-16 are shown in Exhibits 1.1 to 1.4. Mapping included as Appendix C to this report highlights the location of additional tree plantings that were added to the database in the course of this review.

1.4 Acknowledgements

The undertaking of reviewing and updating the street tree database, enabling the preparation of this report, was greatly assisted by Temora Shire Council's Amanda Colwill (Engineering Technical Officer) who assisted in overcoming any problems presented when using the data collection software and then in editing and "exporting" the data for analysis.

1.5 Further Information

Further details, or clarification with respect to any matter raised by this report, may be obtained from **Mark McCrone** on 04 0790 7958 or by email to **larch_therock@bigpond.com** .

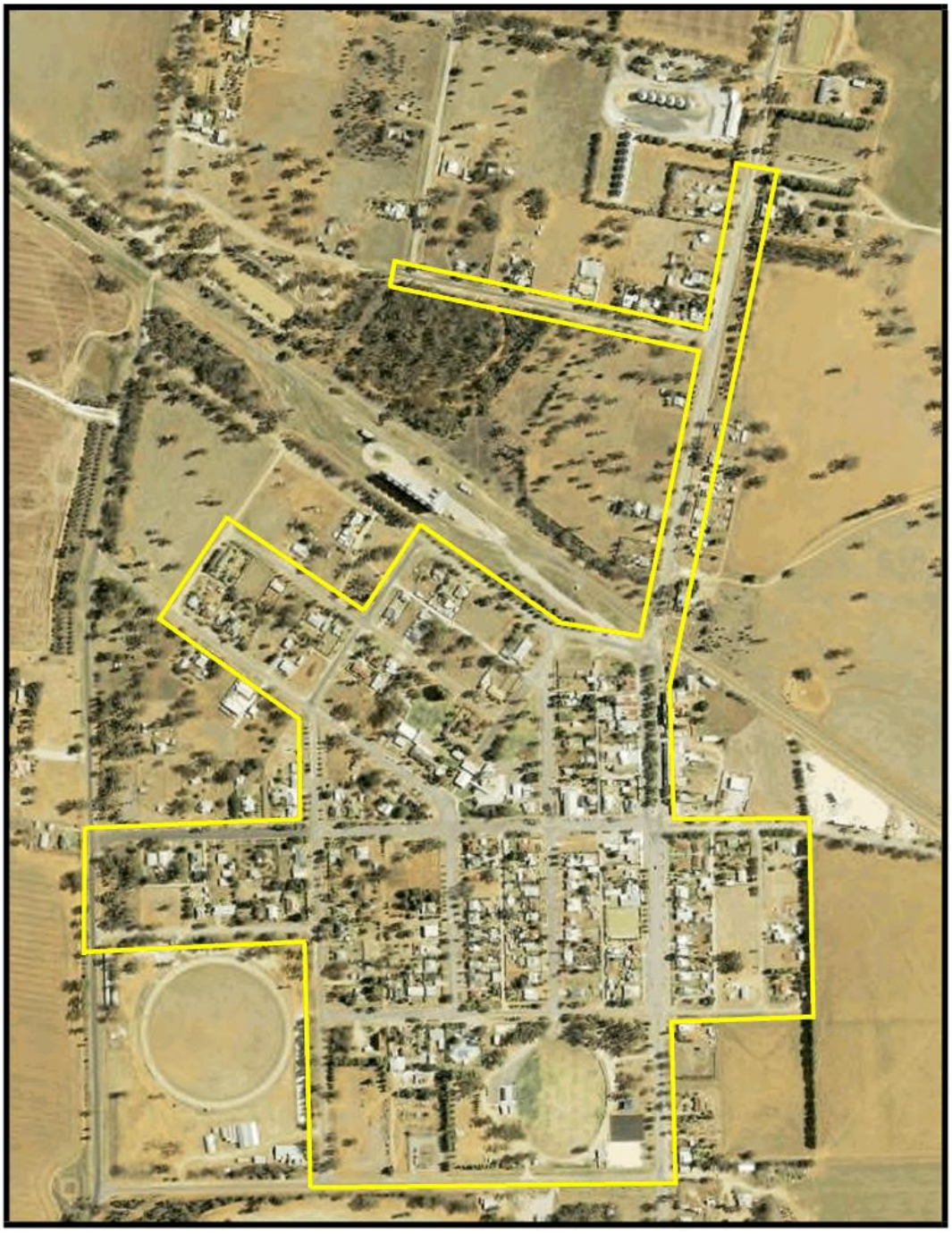


Exhibit 1.1 – Street Tree Audit Extent, Ariah Park. Source; https://maps.six.nsw.gov.au/

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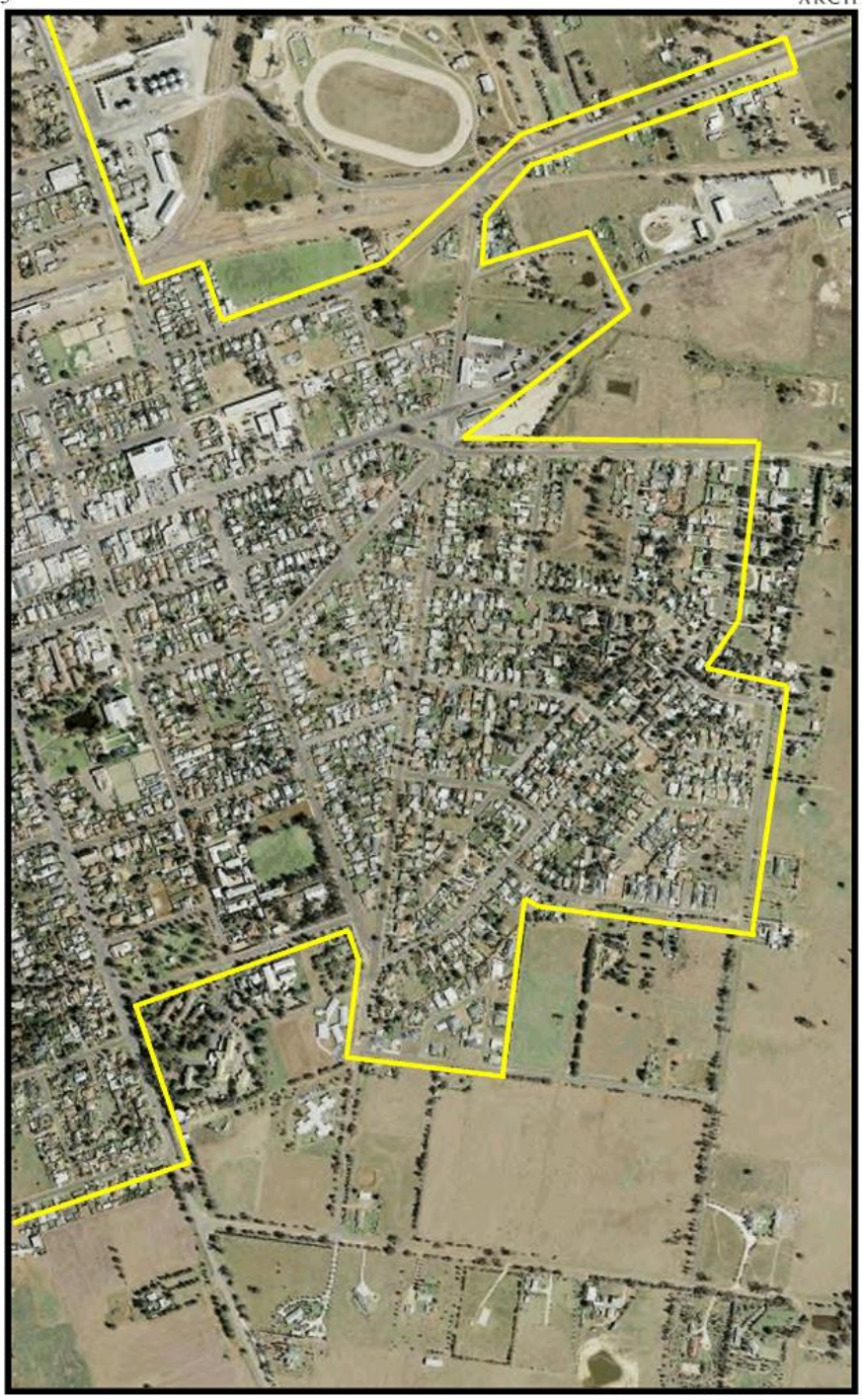


Exhibit 1.2 – Street Tree Audit Extent, Temora (North). Source; https://maps.six.nsw.gov.au/

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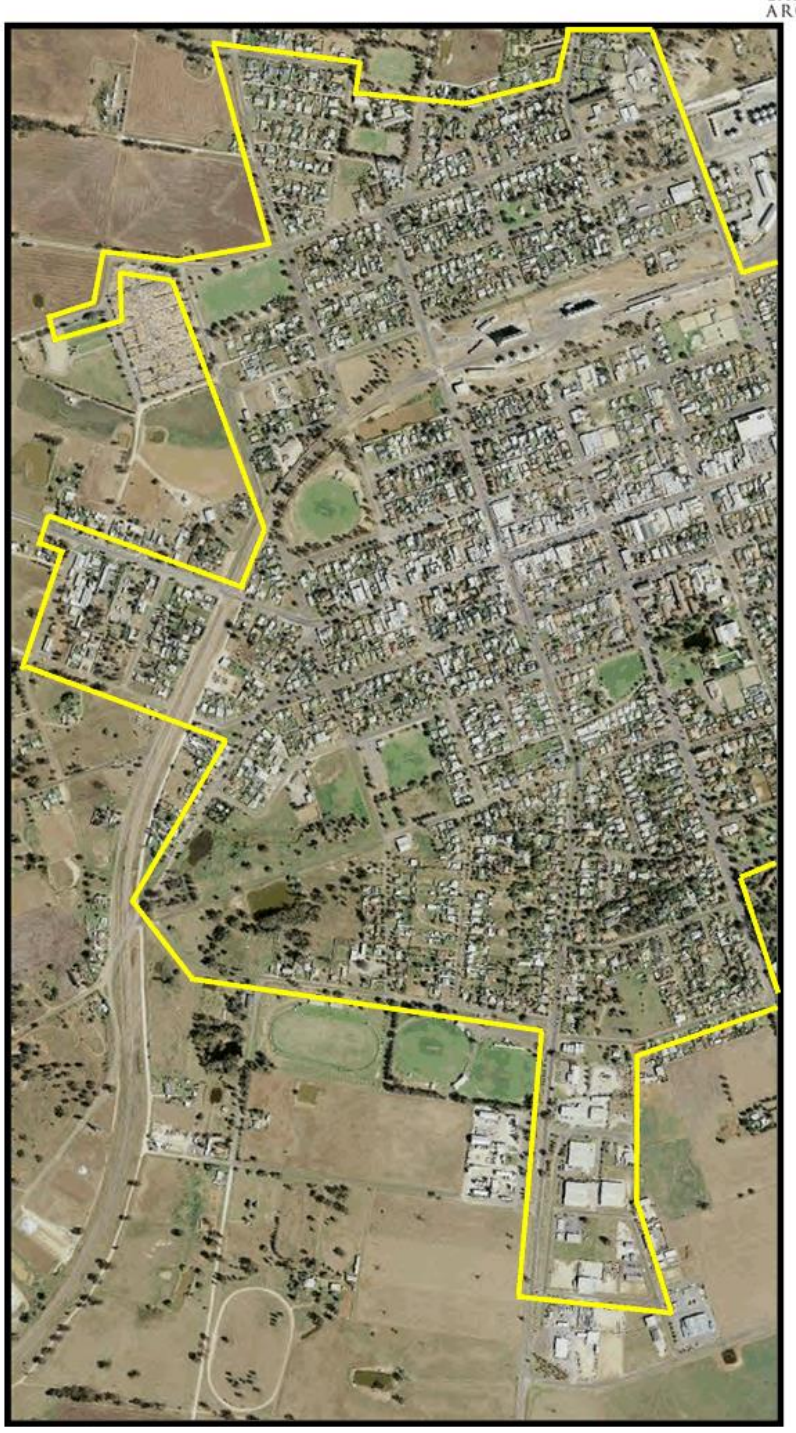


Exhibit 1.3 – Street Tree Audit Extent, Temora (South). Source; https://maps.six.nsw.gov.au/

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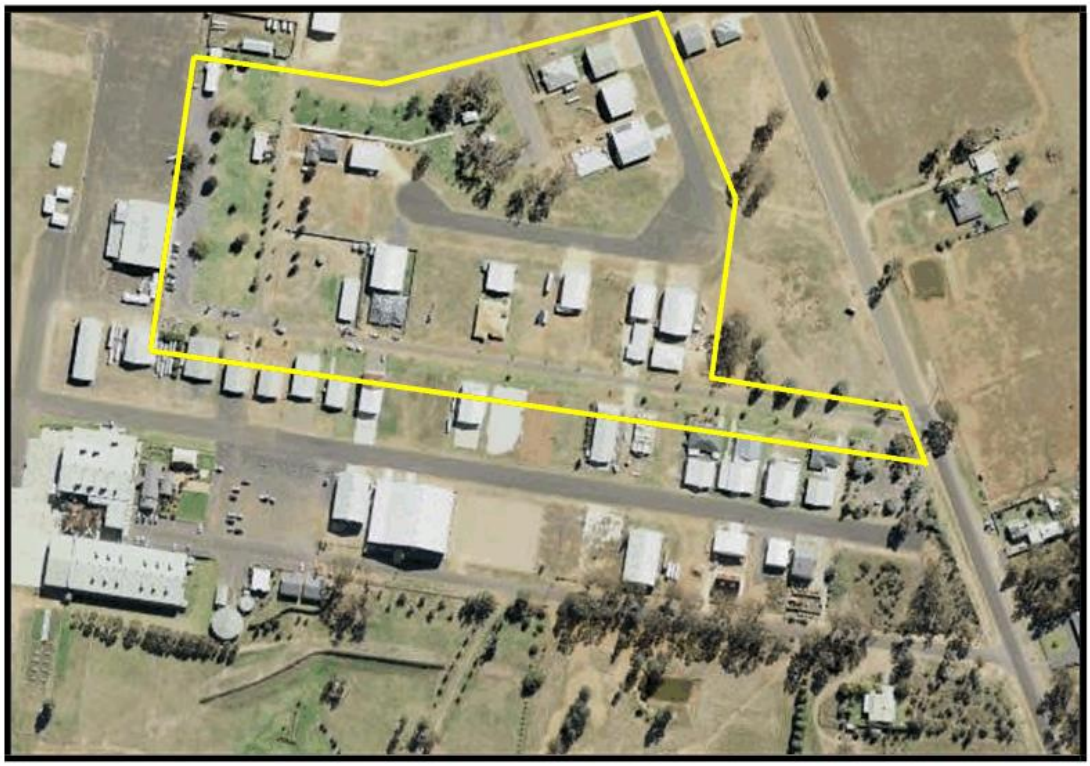


Exhibit 1.4 – Street Tree Audit Extent, Temora Airport Precinct. Source; https://maps.six.nsw.gov.au/

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Section 2
Tree Inventory Methodology

2.1 Introduction

Trees are arguably the most significant visual element of an urban landscape. However, as a consequence of their size and longevity, trees can also generate significant costs and present a range of risks, especially as the trees age. Old trees are prone to infirmities as their biological systems decline and some of these infirmities are amplified by poor pruning, drastic crown reductions (lopping), and changes to the environment around the trees.

To achieve an acceptable balance between benefits and costs the management of urban trees should recognise the biological needs of trees, and acknowledge that their finite life span requires a provision for succession planting to maintain the urban tree population. This succession planting requires long term planning, and the street tree inventory data base update will assist in that process.

2.2 Tree Assessment Field Work & Data Collection

Previous audits of street trees in the township of Temora were undertaken to determine the status of the tree population to be managed. Their focus was on the existing risks and benefits attributable to that status, with fields of information gathered including;

- botanical name
- the tree's location
- size
- assessment of tree health and condition (a "life expectancy" at the time of inspection)
- identification of individual tree problems, and
- management actions required

During the 2015-16 audit each tree was also photographed at the time of inspection. In the 2022-23 review process "New Plantings" were also photographed at the time of inspection, as were those street trees whose status or circumstances had changed significantly since 2015-16.

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TREE AUDIT DATA ENTRY FIELDS		
FIELD NAME	**NOTES**	**DESCRIPTIVE CATEGORIES (within field)**
Number	*Provides a unique number to identify every tree assessed in the course of the audit*	Initially numbered from 1 to 3534 (in Temora) and 3535 upward (in Ariah Park)
Locality & Street Address	*Utilises the* IntraMaps Roam; Mobile Data Collection Software *GPS capabilities to map the location of each individual tree.*	
Botanical Name	*Records tree's scientific name*	Refer to **Appendices A & B** for listing of Species recorded
Size Class	*Current size of the tree; defined by DBH (a measurement of the tree stem diameter at 1.3 metres from the ground [breast height] to avoid misleading records that may result from the use of height if the tree's size is reduced by pruning)*	**<100**mm; **100-250**mm; **250-400**mm; or **>400mm**
Tree Health	*Records an assessment of the tree's health at the time of the audit.*	**Excellent**; **Good**; **Fair**; **Poor**; **Very poor**; **Dead**
Tree Condition	*Records an assessment of the tree's life expectancy at the time of the audit.*	**1 -** less than 5 years; **2 - Short**; 5 to 15 years; **3 - Medium**; 15 to 40 years; **4 - Long**; more than 40 years
Valuation	*Ranks, using a hierarchical scale, the relative value of the tree, considering such parameters as age, size, uniqueness and physical & visual amenity*	**Very high**; **High;** **Medium;** **Low**; or **Insignificant**
Environmental Merit	*Records an assessment of the tree's environmental contribution based on the species geographic origin*	**Habitat**; **Endemic**; **Native**; **Exotic**; or **Unsuitable**
Pedestrian Frequency	*Records an estimate of the probability of a (human) "target" should the tree suffer a major structural failure*	**>36/hr**; **10-36/hr**; **1-10/hr**; **1/day – 1/hr**; or **1/week – 1/day**
Hazard Abatement	*Measures recommended to lower the risk of hazard that the tree presents to the community*	**Remove defective part** (of tree); **Remove tree**; **Isolate the hazard**; **Move target**; **Treat tree** (other than pruning); or **Inspect tree** again at set interval

Exhibit 2.1 - Tree Audit Data Entry Fields used in 2015-16, using *IntraMaps Roam; Mobile Data Collection Software* on a **Panasonic Toughpad FZ-G1**

Information on the street trees was recorded using *IntraMaps Roam; Mobile Data Collection Software* on Council's **Panasonic (FZ-G1) Toughpad**. The information was entered under 10 "fields". These fields, and categories within each field (if applicable) are provided in Exhibit 2.2.

Each tree was identified to species, except in the case of juvenile eucalypts; where positive identification is difficult until the tree flowers and sets fruit; and Callistemons as some species of this genus readily hybridize and a number of cultivars are widely grown as ornamentals, both scenarios making it difficult to assign specimens to a taxon with certainty (Harden,1991). The trees were measured, and any detectable "defects" were noted. These defects were established by an "on ground" inspection for symptoms and decay; neither excavation for root crown investigation, nor an aerial inspection of tree canopies were conducted

While it is acknowledged that a tree of optimal form may fail as a result of a deterioration of its substance without recognizable symptoms (Mattheck & Breloer, 1994), the use of Visual Tree Assessment (VTA) to establish individual tree hazard potential is accepted practice in professional arboriculture (Kennard, et. al., 1996).

Arboriculture is not an exacting science; rather it is an educated interpretation of the interaction of edaphic and environmental circumstances which are, of course, subject to change over time. This report documents such an interpretation of evidence available at the time of the trees' inspection.

2.3 Inventory Data Update and Interpretation

The field work undertaken in 2022-23 involved recording data on mapped "New Plantings" (see Appendix C), as well as recording other new plantings and removals that were not acknowledged in the database.

Council personnel had previously recorded the locations of "New Plantings" (as shown in Appendix C) and these locations were available via the *IntraMaps Roam; Mobile Data Collection Software*.

These new plantings were individually assessed in the field, while a "drive by" windscreen survey was employed to record other new plantings and removals.

The data from the tree audit field work then "exported" from the *IntraMaps Roam; Mobile Data Collection Software* in a spreadsheet (Microsoft® *Excel*) format.

Key points regarding the census data, species make-up of the street tree population, tree condition, and recommended tree removals are addressed in Sections 3 and 4 of this report.

Appendices D & E include various (edited) printouts of the data base on the street trees.

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Section 3

Temora Street Tree Audit Outcomes

3.1 Preamble

The 2023 street tree audit update in the township of Temora tallied 4,045 trees, consisting of approximately 112 different taxa (refer to Appendix A.). The total street tree population has seen a minor increase from that present in 2015 (3,535 trees; an increase of 14.4%), however this increase is mainly attributable to including a number of avenues of ornamental trees that have been since planted beyond the (50kph) speed limited area that was not included in the previous audit. The number of species present in the Temora street tree population has remained fairly consistent with 112 different taxa of street tree, compared with 116 in 2015. The following section of this report details and discusses the outcomes of this inventory update of Temora's street tree resource.

3.2 Street Tree Population

3.2.1 Census of Street Tree Taxa

As noted above, approximately 112 different taxa of tree are currently being used for street plantings in Temora. However, 90% of the street tree population consists of 26 species (see Exhibit 3.2), and 5 species represent 50% of the trees. The 15 most common species are listed, in descending order of frequency, in Exhibit 3.1. This table also notes the change in the species' frequency ranking (& number of specimens) over the 25 year history of the Street Tree Database in Temora.

The current street tree population of Temora shows a strong dominance by five tree species – the Crepe Myrtle (*Lagerstroemia indica*), Claret Ash (*Fraxinus* 'Raywood'), Ornamental Pear (*Pyrus calleryana* cultivars), Chinese Elm (*Ulmus parvifolia*) and Plane Tree (*Platanus* X *hispanica*) – which together represent 50% of the street tree population. It is interesting to note that only two of those five species – the Claret Ash and Plane Tree – were in the "Top 20" species of the initial inventory (of 1998), highlighting the change that has occurred in the street tree population over that period, and the emphasis (in the intervening 25 years) on the planting of the other three species (the Crepe Myrtle, Ornamental Pear and Chinese Elm) now making up the Top 5.

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Frequency Rank	Genus	Species	No.	1998 Frequency Ranking	2015 Frequency Ranking	Population Change ('15 - '23)	Population Change (1998 - 2023)
1.	*Lagerstroemia indica* (& cultivars)	Crepe Myrtle	502	N/A	12.	**+410**	**+488**
2.	*Fraxinus* "Raywood"	Claret Ash	484	1.	1.	-56	**-179**
3.	*Pyrus calleryana* cultivars	Ornamental Pear	355	N/A	7.	**+183**	**+355**
4.	*Ulmus parvifolia*	Chinese Elm	349	N/A	4.	**+82**	**+342**
5.	*Platanus* X *hispanica*	Plane Tree	345	9.	2.	+25	**+265**
6.	*Fraxinus oxycarpa*	Desert Ash	233	2.	3.	-48	**-91**
7.	*Gleditsia triacanthos*	Honey Locust	181	N/A	6.	+1	**+174**
8.	*Callistemon viminalis* (& cultivars)	Weeping Bottlebrush	160	4.	5.	-25	**-77**
9.	*Robinia pseudoacacia* (& cultivars)	False Acacia / Mop Top	135	20.	9.	-23	**+98**
10.	*Prunus* spp. ("Nigra" & other cultivars)	Flowering Plum	103	5.	10.	-25	-55
11.	*Callistemon* cultivars/hybrids	Bottlebrushes	93	6.	11.	-16	-64
12.	*Pyrus* fauriei	Korean Pear	82	N/A	N/A	**+82**	**+82**
13.	*Melia azedarach*	White Cedar	80	3.	8.	**-76**	**-169**
14.	*Jacaranda mimosifolia*	Jacaranda	64	16.	13.	-7	+5
15.	*Eucalyptus leucoxylon* (& subsp.)	Yellow Gum (& Dwarf Varieties)	59	10.	14.	-10	-25

Exhibit 3.1 - Dominant Street Tree Species in Temora in 2023. The changes of the "Ranking" of these species over the 25 year history of the Street Tree Database are illustrated, with major population changes of individual species (>75 No. change) shown **bold** in the right hand columns.

3.2.2 Biodiversity of the Street Tree Population

History has shown most serious pest and disease outbreaks, or tree management problems, to be specific to certain families, genera, or species of plants. While reliance on "theme" trees (such as the Peppercorn in Ariah Park) helps to create and maintain streetscape character, a key to sustainability (and reduced management costs) in urban forests lies in biological diversity within populations, in order to minimise tree maintenance needs and losses. A "target" level for managing diversity in urban plantings has been described (Santamour, 1990) that endorses a 10 - 20 - 30 formula. The formula states that for maximum protection against pest outbreaks, the urban forest should contain no more than 10% of any single tree species, no more than 20% of any tree genus, and no more than 30% of any tree family (Galvin, 1999).

Family	% of total	Genus	% of total	Species	No.	% of total
Aceraceae	1.01	*Acer*	1.01	*rubrum* cv.	25	0.62
Bignoniaceae	1.58	*Jacaranda*	1.58	*mimosifolia*	64	1.58
Fabaceae	3.34	*Robinia*	3.34	*pseudoacacia* (& cvs)	135	3.34
Hamamelidaceae	0.84	*Liquidambar*	0.84	*styraciflua*	34	0.84
Leguminosae	4.47	*Gleditsia*	4.47	*triacanthos*	181	4.47
Lythraceae	12.41	*Lagerstroemia*	12.41	*indica* (& cvs)	502	12.41
Meliaceae	1.98	*Melia*	1.98	*azedarach*	80	1.98
Myrtaceae	16.74	*Callistemon*	7.54	*citrinus*	43	1.06
				cultivars/hybrids	93	2.30
				viminalis (& cvs)	160	3.96
		Corymbia	0.94	*ficifolia*	24	0.59
		Eucalyptus	6.35	*leucoxylon* (& subsp.)	59	1.46
				sideroxylon	38	0.94
				spp.	23	0.57
		Melaleuca	1.68	*bracteata*	38	0.94
Oleaceae	19.62	*Fraxinus*	19.16	*griffithii*	37	0.91
				oxycarpa	233	5.76
				"Raywood"	484	11.97
Platanaceae	8.53	*Platanus*	8.53	X *hispanica*	345	8.53
Rosaceae	13.67	*Prunus*	2.55	"Nigra"/spp/cv.s	103	2.55
		Pyrus	10.95	cv.s (Ornamental Pear)	355	8.78
				fauriei	82	2.03
Salicaceae	2.57	*Populus*	1.36	X *euramericana*	51	1.26
				nigra Italica	42	1.04
Sterculiaceae	1.11	*Brachychiton*	1.11	*populeneus*	44	1.09
Ulmaceae	9.05	*Ulmus*	9.05	*parvifolia*	349	8.63
14 Families		**18 Genera**		**26 Species**		
(No. of individuals of) Taxa representing >0.5% of Total Tree Population					3624	89.59
				Total Tree Population	4045	100.00

Exhibit 3.2 - Biodiversity of Temora Street Tree Population

Analysis of the updated (2023) Temora street tree data, with regard to these 10 - 20 - 30 "target" levels reveals a continued improvement, compared with previous audits. Exhibit 3.2 lists those street tree taxa which are representative of more than 0.5% of the total street tree population, and it consists of 14 families, 18 genera, and 26 species of street trees. In view of the 10 - 20 - 30 formula some issues are worth highlighting. The dominance of the Myrtaceae (41.63% in 1999, 22.45% in 2015) & Oleaceae (27.52% in 1999, 24.6% in 2015) families has been markedly reduced, with both families now well below the 30% threshold (Myrtaceae now 16.74% & Oleaceae now 19.62%). The frequency of Ashes (*Fraxinus* genus) is now below the recommended 20% (with 19.16%), however no other Genus goes close to 20% of the population. The number of Claret Ash (*Fraxinus* "Raywood") has again decreased (by 56 individuals), and it now represents 11.97% of the street tree population, slightly above the recommended 10% threshold. The now most prominent species, Crepe Myrtle (*Lagerstroemia indica* & cultivars), is also above the recommended 10% threshold at 12.41% and the other "Top 5" species, Ornamental Pear (*Pyrus calleryana* cultivars), Chinese Elm (*Ulmus parvifolia*) and Plane Tree (*Platanus* X *hispanica*) are below maximum desirable levels at 8.78, 8.63 and 8.53% of the population respectively.

3.3 Condition of Street Trees

A Tree Condition assessment **Category 1** was applied to those trees which should be removed in the short term. The immediacy of this removal need varies, however all trees in Category 1 should be removed within the next 5 years (due to tree death or decline, the danger tree defects may present, or trees which may damage structures within the next 5 years);

Category 2 - trees which appeared retainable at the time of assessment for 5 to 15 years with an acceptable degree of risk, assuming reasonable maintenance (this time span due to life expectancy of the species, safety or nuisance reasons of 15 year maturation, or a requirement for substantial remediation making only short term retention suitable);

Category 3 - trees which appeared retainable at the time of assessment for 15 to 40 years with an acceptable degree of risk, assuming reasonable maintenance (this time span due to life expectancy of the species, safety or nuisance reasons of 40 year maturation, or the possibility of remedial care making the tree suitable for medium term retention); and

Category 4 - trees which appeared retainable at the time of assessment for over 40 years with an acceptable degree of risk, assuming reasonable maintenance.

184 trees (4.6% of the population) were assessed as a Tree Condition of 1, indicating that they should be removed within the next 5 years. 498 trees (12.3%) were assessed as Tree Condition 5 - 15 years, and 83.1% of the street tree population were rated Tree Conditions of 3 or 4 (51.8 and 31.3% respectively).

3.4 Tree Removals

It is accepted that urban tree management will aim to maintain the tree resource within an acceptable degree of risk via the application of "reasonable" maintenance operations. A hypothetical curve has been suggested (Hitchmough, 1994) that illustrates the amenity benefits generated by a street tree over its lifespan, against which the distribution of management costs for the tree (assuming it does not require regular pruning for line clearance or the like) need to be measured. This cost versus returns relationship for a hypothetical tree, with a life span of approximately 20 years, is graphically depicted in Exhibit 3.3.

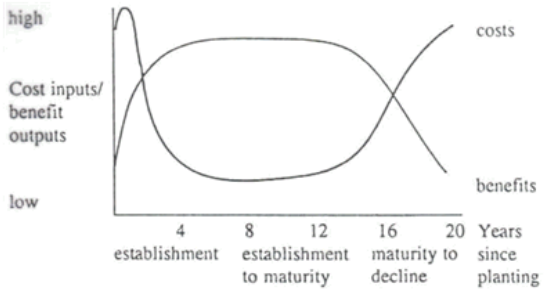


Exhibit 3.3 - Relationship between cost and returns over time for a street tree. Source; Hitchmough, 1994.

As trees age they require increasing management resources to maintain the tree both in an attractive condition and to ensure it presents an acceptable degree of risk to the community. A judgment needs to be made on when the cost of management resources exceeds the amenity return from the tree (i.e. non-productive expenditure). At this point in time removal is a justifiable management strategy.

The audit update adjudged tree removal as the preferred hazard abatement measure in the instance of 153 trees in the township of Temora (3.8% of the tree population). Sometimes the removal recommendation is derived from the tree being an inappropriate species, a poor specimen, or planted in the wrong place, but its current condition does not present an immediate risk, and its (current) cost of management is not great. Those specimens recommended for removal in Temora are tabulated in Appendix D.

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Section

4

Ariah Park Street Tree Audit Outcomes

4.1 Preamble

The 2023 street tree audit update in the township of Ariah Park tallied 809 trees, consisting of approximately 47 different taxa. (refer to Appendix B.). The total street tree population has increased slightly since 2016 (from 777 trees, an increase of 4%). The number of species present in the Ariah Park street tree population has remained fairly consistent with 47 different taxa of street tree, compared with the 51 in 2016. The following section of this report details and discusses the outcomes of this inventory update of Ariah Park's street tree resource.

4.2 Tree Population

4.2.1 Census of Street Tree Taxa

As noted above, approximately 47 different taxa of tree are currently being used for street plantings in Ariah Park. 49% of the street tree population consists of 5 species. The 15 most common species are listed, in descending order of frequency, in Exhibit 4.1.

The street tree population of Ariah Park is also strongly dominated by the Claret Ash (*Fraxinus* 'Raywood') and Crepe Myrtles (*Lagerstroemia indica* cultivars), with Peppercorn Trees (*Schinus molle*), Chinese Elms (*Ulmus parvifolia*) and Honey Locust (*Gleditsia triacanthos*) also prominent.

4.2.2 Biodiversity of the Street Tree Population

Due to the small population (<1,000 indviduals), the 10 - 20 - 30 formula, discussed in Section 3.2.2, of no more than 10% of any single tree species, no more than 20% of any tree genus, and no more than 30% of any tree family, is not as critical. Exhibit 4.2 lists those street tree taxa which are representative of more than 0.5% of the total street tree population, and it consists of 14 families,17 genera, and 29 species of street trees.

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Frequency Rank	Genus	Species	No.	2015 Frequency Ranking	Population Change ('15 - '23)
1.	*Fraxinus* "Raywood"	Claret Ash	97	1.	**-3**
2.	*Lagerstroemia indica* (& cvs)	Crepe Myrtle	85	4.	**+29**
3.	*Schinus molle*	Peppercorn Tree	84	2.	**-3**
4.	*Ulmus parvifolia*	Chinese Elm	67	7.	**+23**
5.	*Gleditsia triacanthos*	Honey Locust	64	3.	**-3**
6.	*Pistacia chinensis*	Chinese Pistachio	46	11.	**+22**
7.	*Eucalyptus sideroxylon*	Mugga Ironbark	38	6.	**-9**
8.	*Melia azedarach*	White Cedar	35	8.	**-1**
9.	*Platanus* X *hispanica*	Plane Tree	32	9.	**+3**
10.	*Grevillea robusta*	Silky Oak	32	5.	**-16**
11.	*Callistemon viminalis* (& cultivars)	Weeping Bottlebrush	24	N/A	**+18**
12.	*Fraxinus oxycarpa*	Desert Ash	20	10.	**-5**
13.	*Pyrus calleryana* cultivars	Ornamental Pear	20	N/A	**+17**
14.	*Eucalyptus melliodora*	Yellow Box	18	12.	**-4**
15.	*Eucalyptus leucoxylon* (& subsp.)	Yellow Gum (& Dwarf Varieties)	15	13.	**+1**

Exhibit 4.1 – Dominant Street Tree Species in Ariah Park.

Analysis of the data after the street tree audit update in Ariah Park reveals "compliance" with most of the "target" levels of the 10 - 20 - 30 formula. The Myrtaceae family is the most prominent (with 21.51%) and all Genera are below 20% of the population, with *Fraxinus* (14.96%) and *Eucalyptus* (at 14.83%) being the most prolific genera of street tree in Ariah Park. Two species marginally exceed the recommended 10% of the population – Claret Ash (*Fraxinus* "Raywood") represents 11.99% and Peppercorn Trees (*Schinus molle*) 10.38% of the Ariah Park street tree population.

Family	% of total	Genus	% of total	Species	No.	% of total
Anacardiaceae	16.07	*Pistacia*	5.69	*chinensis*	46	5.69
		Schinus	10.38	*molle*	84	10.38
Apocynaceae	0.62	*Nerium*	0.62	*oleander*	5	0.62
Cupressaceae	1.73	*Callitris*	1.48	*glaucaphylla*	12	1.48
Leguminosae	7.91	*Gleditsia*	7.91	*triacanthos*	64	7.91
Lythraceae	10.51	*Lagerstroemia*	10.51	*indica* (& cvs)	85	10.51
Meliaceae	4.33	*Melia*	4.33	*azedarach*	35	4.33
Myrtaceae	21.51	*Callistemon*	4.70	*citrinus*	8	0.99
				phoeniceus	4	0.49
				viminalis (& cvs)	24	2.97
		Eucalyptus	14.83	*cladocalyx* (& Nana)	6	0.74
				eremophila	10	1.24
				leucoxylon (& subsp.)	15	1.85
				melliodora	18	2.22
				microcarpa	10	1.24
				polyanthemos	4	0.49
				sideroxylon	38	4.70
				spp.	8	0.99
		Melaleuca	1.98	*bracteata*	8	0.99
				spp.	6	0.74
Oleaceae	15.20	*Fraxinus*	14.96	*excelsior* (& cvs)	4	0.49
				oxycarpa	20	2.47
				"Raywood"	97	11.99
Pinaceae	1.11	*Pinus*	1.11	*halepensis*	9	1.11
Platanaceae	3.96	*Platanus*	3.96	X *hispanica*	32	3.96
Proteaceae	3.96	*Grevillea*	3.96	*robusta*	32	3.96
Rosaceae	2.60	*Pyrus*	2.47	cv.s (Ornamental Pear)	20	2.47
Sterculiaceae	1.11	*Brachychiton*	1.11	*populeneus*	9	1.11
Ulmaceae	8.28	*Ulmus*	8.28	*parvifolia*	67	8.28
14 Families		**17 Genera**		**29 Species**		
(No. of individuals of) Taxa representing >0.5% of Total Tree Population					780	96.42
				Total Tree Population	809	100.00

Exhibit 4.2 - Biodiversity of Ariah Park Street Tree Population

4.3 Condition of Street Trees

11 trees (1.4% of the population) were assessed as a Tree Condition of 1, indicating that they should be removed within the next 5 years. 42 trees (5.2%) were assessed as Tree Condition 5 - 15 years, and 93.4% of the street tree population were rated Tree Conditions of 3 or 4 (55.85 and 37.55% respectively).

4.4 Tree Removals

The audit update adjudged tree removal as the preferred hazard abatement measure in the instance of 13 trees in the township of Ariah Park (1.6% of the tree population). Sometimes the removal recommendation is derived from the tree being an inappropriate species, a poor specimen, or planted in the wrong place, but its current condition does not present an immediate risk, and its (current) cost of management is not great. Those specimens recommended for removal are tabulated in Appendix E.

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Section 5 Recommendations

5.1 Preamble

This final section of the report highlights a range of issues of urban tree management identified during the conduct of the audit and its update; and considers on-going management strategies for street tree plantings in Temora and Ariah Park.

5.2 Street Tree Maintenance

Some of the defects in the street trees of Temora Shire are attributable to what may be described as "tree-illiterate" activities, with these mainly relating to inappropriate pruning practices.

In most instances the end result of these activities is a shortening of the tree's "positive" contribution to the streetscape. Management costs are increased and the tree's "hazard potential" is also increased (sometimes exponentially).

There needs to be a greater appreciation (by the community) of the street tree resource, and of the impact that inappropriate pruning can have.

The long term cost of the management of the street tree population would be minimised (and its outcomes maximised) by adherence to the following strategies.

5.2.1 New Plantings

- select the most appropriate taxa – while acknowledging impacts on species diversity (as discussed in Sections 3.2.2 and 4.2.2) – and only the highest quality planting stock should be used; source cloned varieties or seedlings from superior genetic stock where applicable.

- program for and undertake post-planting care as part of any tree planting programs; these programs should be planned in accordance with the resources that are available for aftercare (on the basis of a 2-3 year maintenance program)

- any pruning undertaken on street trees should be in accordance with best practice; formative pruning on juvenile trees is critical for the development of a sound, safe tree, consistent with the natural growth habit of the species (allowing for accommodation of the needs of the street verge environment). This eliminates the need for extensive pruning (and large wounds) later in the tree's life, and results in stronger, safer and healthier trees.

- mulching of all tree plantings, and irrigation in the first three summer seasons post planting is strongly advocated.

5.2.2 Street Tree Resource

The updated street tree inventory should remain dynamic, being updated continuously to record any new plantings or removals, with a periodic review of assessments such as Tree Health and Condition. Maintenance of these records allows for;

- changes in the tree population to be noted;

- trends to be recognised by the recording of which species fail and why, assisting future predictions on failure potential and taxa to avoid; and

- documentation of inspection frequency and thoroughness.

A prioritised maintenance and replanting plan needs to be developed from the inventory data to determine those management activities and areas that should receive priority. Trees recommended for removal are listed in Apendices D and E. Various other maintenance recommendations are recorded in the audit database under "Hazard Abatement", with explanations of the problem & required works recorded under "Comments" (for each tree).

It also needs to be reinforced to the community that the street tree resource is a community asset, managed by Council. While the "adoption" of street trees by residents is desirable – especially with regard to issues like weed control and supplementary watering – such practices as uninformed pruning, mulching with (non-composted) lawn clippings, and the installation of "root-control" barriers (by residents), should be strongly discouraged.

Existing street trees should also be given adequate protection when engineering works are undertaken in their vicinity. The provisions of the Australian Standard, AS 4970-2009 *Protection of trees on development sites*, should be respected when these works are implemented. The Standard stipulates tree protection zones (TPZ) as the principal means of protecting trees on development sites – the TPZ being the area that is to be isolated from construction disturbance, so that the tree remains viable. A salient example is evident in the Peppercorn Tree avenue in the commercial precinct of Ariah Park (see Exhibit 5.1). Streetscape upgrading works were implemented during 2020 which have had a detrimental impact on the trees in the vicinity of the works (south end of the avenue) and has markedly decreased the expected length of amenity that will be provided by these trees.



Exhibit 5.1 – Peppercorn Trees (*Schinus molle*) in Coolamon Street, Ariah Park in April 2023; southern end (**upper** image) and northern end (**lower** image).

5.3 Street Tree Population Biodiversity & Landscape Character

The repetitious use of a limited range of species as street trees in a town can create a "sense of place", by unifying the streetscape and reinforcing the character of the town. An example within the Temora Shire is the *Schinus molle* (Peppercorn Trees) in Ariah Park. They have been identified as part of the village's character, and it has been promoted as a settlement of "bowsers, wowsers, and Peppercorns".

Cootamundra is an "Elm Town", and Grafton is famous for its street plantings of Jacarandas. While the aesthetic advantages of such an approach to street tree plantings is acknowledged, management problems can be encountered when a town's street tree population consists of monocultures or virtual monocultures. These management issues, of pest and disease outbreaks and maintenance requirements particular to some species, were introduced in Section 3.2.

Analysis of the updated data on the street tree assets in Temora has shown a continuation of fewer species being present in the Temora street tree population (see Section 3). In 1999 there were 174 different taxa of street tree, compared with the current 112, a decrease of 36%. Regarding a "target" level for managing diversity in urban plantings that endorses a 10 - 20 - 30 formula – the urban forest should contain no more than 10% of any single tree species, no more than 20% of any tree genus, and no more than 30% of any tree family – the current Temora street tree population shows a marked improvement, especially when compared with the 1999 audit. Street tree plantings in the intervening period (2000 to 2022) have almost "corrected" the strong dominance of some species and plant families. Only Ashes (*Fraxinus* genus) are close to the recommended 20% of the population (with 19.16%). Although the number of Claret Ash (*Fraxinus* "Raywood") has decreased by a further 56 individuals since 2015, it still represents 11.97% of the street tree population, slightly above the recommended 10% threshold and the current most prominent species, Crepe Myrtle (*Lagerstroemia indica* & cultivars), is also above the recommended 10% threshold at 12.41%.

This trend of planting a species mix to obtain a more sustainable biodiversity balance, and limiting use of those species close to the 10% threshold should be continued. So should the strategy of concentrating single species geographically, exemplified by complete blocks or streets being planted in a single species, to enhance landscape amenity and character within the townships.

Council's policy of removing specimens of *Melia azedarach* (White Cedar Trees) from the streets of Temora, is also having effect. In 1999, with in excess of 250 specimens, they constituted the third most common tree in the town. As shown in Exhibit 3.1, the White Cedar population has been reduced in number by 169 in the intervening 25 years, and they are now the thirteenth most common street tree species.

The value that has been gained from on-going street tree management that has been undertaken since the initial inventory was conducted (in 1998-99) can be seen in the Tree Condition ratings, which record an assessment of the tree's life expectancy at the time of the audit, in the street tree population (see Section 3.3).

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In Temora currently 682 trees (16.9% of the population) were assessed as either Tree Condition 1 or 2, indicating that they should be removed and replaced within a 15 year time frame. This compares favourably with 997 trees (30% of the population) being assessed as either Tree Conditions 1 or 2 in 1998 and 839 trees (23.8% of the population) being assessed as either Tree Conditions 1 or 2 in 2015. This improvement, from seventy to eighty-three percent of the street tree population being expected to provide amenity from 15 to more than 40 years into the future, provides a more sustainable street tree asset for the township.

Caution continues to be warranted with street tree planting in the vicinity of overhead service lines. Species that are not tolerant of frequent and (sometimes) severe pruning should not be used in such situations, and shorter stature species should be preferred where possible.

As noted in Section 2.2, no tree can be guaranteed 'risk free'. All trees represent some degree of risk. Arboriculture is not an exacting science; rather it is an educated interpretation of the interaction of edaphic and environmental circumstances which are, of course, subject to change over time. This report documents such an interpretation of evidence available at the time of the trees' inspection.

Mark McCrone
June 2023.

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Appendix

A

Temora Street Tree Population
by Family, Genus, and Species

Street Tree Population by Family, Genus Species **(23-435) Temora Street Tree Audit Update**

Family	% of total	Genus	% of total	Species	No.	% of total
Aceraceae	1.01	*Acer*	1.01	*buergerianum*	2	0.05
				negundo	11	0.27
				rubrum cv.	25	0.62
				saccharinum Laciniatum	2	0.05
				sp.	1	0.02
Arecaceae	0.02	*Syagrus*	0.02	*romanzoffiana*	1	0.02
Anacardiaceae	0.44	*Pistacia*	0.37	*chinensis*	15	0.37
		Schinus	0.07	*molle*	3	0.07
Apocynaceae	0.15	*Nerium*	0.15	*oleander*	6	0.15
Araucariaceae	0.02	*Araucaria*	0.02	*heterophylla*	1	0.02
Bignoniaceae	1.58	*Jacaranda*	1.58	*mimosifolia*	64	1.58
Caesalpiniaceae	0.02	*Ceratonia*	0.02	*siliqua*	1	0.02
Casuarinaceae	0.02	*Allocasuarina*	0.02	*luehmannii*	1	0.02
Cupressaceae	0.72	*Callitris*	0.05	*glaucaphylla*	2	0.05
		Cupressus	0.15	*sempervirens* (& cvs)	6	0.15
		Hesperocyparis	0.05	*arizonica/glauca*	2	0.05
		Thuga	0.47	spp.	19	0.47
Euphorbiaceae	0.44	*Sapium*	0.44	*sebiferum*	18	0.44
Fabaceae	3.34	*Robinia*	3.34	*pseudoacacia* (& cvs)	135	3.34
Fagaceae	0.12	*Quercus*	0.12	*palustris*	3	0.07
				robur	2	0.05
Hamamelidaceae	0.84	*Liquidambar*	0.84	*styraciflua*	34	0.84
Lauraceae	0.15	*Cinnamomum*	0.15	*camphora*	6	0.15
Leguminosae	4.47	*Gleditsia*	4.47	*triacanthos*	181	4.47
Lythraceae	12.41	*Lagerstroemia*	12.41	*indica* (& cvs)	502	12.41
Malavaceae	0.10	*Lagunaria*	0.10	*patersonii*	4	0.10
Mimosaceae	0.35	*Acacia*	0.35	*baileyana*	6	0.15
				sp.	8	0.20
Meliaceae	1.98	*Melia*	1.98	*azedarach*	80	1.98
Moraceae	0.05	*Ficus*	0.05	sp.	2	0.05
Myoporaceae	0.05	*Eremophila*	0.02	sp.	1	0.02
		Myoporum	0.02	sp.	1	0.02
Myrtaceae	16.74	*Angophora*	0.07	*floribunda*	3	0.07
		Callistemon	7.54	*citrinus*	43	1.06
				cultivars/hybrids	93	2.30
				phoeniceus	6	0.15
				rigidus	2	0.05
				salignus	1	0.02
				viminalis (& cvs)	160	3.96
		Corymbia	0.94	*calophylla*	3	0.07
				citriodora	7	0.17
				eximia	1	0.02
				ficifolia	24	0.59
				maculata	1	0.02
				torelliana	2	0.05
		Eucalyptus	6.35	*albens*	6	0.15
				blakelyi	3	0.07
				caleyi	5	0.12
				camaldulensis	3	0.07
				cinerea	3	0.07
				cladocalyx	11	0.27
				dwyeri	2	0.05
				eremophila	4	0.10
				lesouefii	4	0.10
				leucoxylon (& subsp.)	59	1.46
				melliodora	19	0.47
				microcarpa	11	0.27
				nicholli	12	0.30
				pauciflora	2	0.05
				polyanthemos	8	0.20
				populnea	7	0.17
				sideroxylon	38	0.94
				spathulata var. *spathulata*	13	0.32
				spp.	23	0.57
				stricklandii	8	0.20

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Street Tree Population by Family, Genus Species **(23-435) Temora Street Tree Audit Update**

				torquata	15	0.37
				X Torwood	1	0.02
		Acca	0.05	*sellowiana*	2	0.05
		Lophostemon	0.07	*confertus*	3	0.07
		Melaleuca	1.68	*armillaris*	3	0.07
				bracteata	38	0.94
				decussata	1	0.02
				fulgens	1	0.02
				linariifolia	12	0.30
				nesophila	1	0.02
				spp.	2	0.05
				styphelioides	10	0.25
		Syzygium	0.02	sp.	1	0.02
Oleaceae	19.26	*Fraxinus*	19.16	*americana*	6	0.15
				excelsior (& cvs)	9	0.22
				griffithii	37	0.91
				oxycarpa	233	5.76
				pennsylvanica	6	0.15
				"Raywood"	484	11.97
		Ligustrum	0.02	spp.	1	0.02
		Olea	0.07	*europaea* subsp. *europaea*	3	0.07
Pinaceae	0.12	*Pinus*	0.12	*halepensis*	5	0.12
Platanaceae	8.53	*Platanus*	8.53	X *hispanica*	345	8.53
Proteaceae	0.47	*Grevillea*	0.37	*robusta*	15	0.37
		Hakea	0.10	*laurina*	2	0.05
				petiolaris	2	0.05
Rosaceae	13.67	*Malus*	0.02	spp.	1	0.02
		Photina	0.15	spp.	6	0.15
		Prunus	2.55	"Nigra"/spp/cv.s	103	2.55
		Pyrus	10.95	cv.s (Ornamental Pear)	355	8.78
				fauriei	82	2.03
				salicifolia 'Pendula'	3	0.07
				ussuriensis	3	0.07
Rutaceae	0.07	*Citrus*	0.02	sp.	1	0.02
		Geijera	0.05	*parviflora*	2	0.05
Salicaceae	2.57	*Populus*	1.36	*deltoides* /X *canadensis*	4	0.10
				X *euramericana*	51	1.26
				nigra Italica	42	1.04
				simonii	7	0.17
Sapindaceae	0.05	*Koelreutria*	0.05	*paniculata*	2	0.05
Solanaceae	0.02	*Solanum*	0.02	*rantonnetii*	1	0.02
Sterculiaceae	1.11	*Brachychiton*	1.11	*populeneus*	44	1.09
				rupestris	1	0.02
Ulmaceae	9.05	*Ulmus*	9.05	*glabra* "Lutescens"	13	0.32
				parvifolia	349	8.63
				procera	4	0.10
				sp.	1	0.02
33 Families		**52 Genera**		**112 Species**		
					4045	100.00

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Appendix

B

Ariah Park Street Tree Population
by Family, Genus, and Species

Street Tree Population by Family, Genus Species **(22-435) Ariah Park Street Tree Audit Update**

Family	% of total	Genus	% of total	Species	No.	% of total
Aceraceae	0.12	*Acer*	0.12	*negundo*	1	0.12
Anacardiaceae	16.07	*Pistacia*	5.69	*chinensis*	46	5.69
		Schinus	10.38	*molle*	84	10.38
Apocynaceae	0.62	*Nerium*	0.62	*oleander*	5	0.62
Bignoniaceae	0.37	*Jacaranda*	0.37	*mimosifolia*	3	0.37
Cupressaceae	1.73	*Callitris*	1.48	*glaucaphylla*	12	1.48
		Thuga	0.59	*orientalis*	2	0.25
Leguminosae	7.91	*Gleditsia*	7.91	*triacanthos*	64	7.91
Lythraceae	10.51	*Lagerstroemia*	10.51	*indica* (& cvs)	85	10.51
Magnoliaceae	0.12	*Magnolia*	0.12	sp.	1	0.12
Meliaceae	4.33	*Melia*	4.33	*azedarach*	35	4.33
Mimosaceae	0.49	*Acacia*	0.49	*baileyana*	2	0.25
				salicina	2	0.25
Myrtaceae	21.51	*Callistemon*	4.70	*citrinus*	8	0.99
				cultivars/hybrids	2	0.25
				phoeniceus	4	0.49
				viminalis (& cvs)	24	2.97
		Eucalyptus	14.83	*albens*	1	0.12
				blakelyi	1	0.12
				camaldulensis	1	0.12
				cladocalyx (& Nana)	6	0.74
				eremophila	10	1.24
				grossa	1	0.12
				leucoxylon (& subsp.)	15	1.85
				melliodora	18	2.22
				microcarpa	10	1.24
				nicholii	1	0.12
				polyanthemos	4	0.49
				scoparia	1	0.12
				sideroxylon	38	4.70
				spathulata var. *spathulata*	2	0.25
				spp.	8	0.99
				torquata	3	0.37
		Melaleuca	1.98	*bracteata*	8	0.99
				spp.	6	0.74
				lanceolata	2	0.25
Oleaceae	15.20	*Fraxinus*	14.96	*excelsior* (& cvs)	4	0.49
				oxycarpa	20	2.47
				"Raywood"	97	11.99
		Ligustrum	0.25	*lucidum*	2	0.25
Pinaceae	1.11	*Pinus*	1.11	*halepensis*	9	1.11
Platanaceae	3.96	*Platanus*	3.96	X *hispanica*	32	3.96
Proteaceae	3.96	*Grevillea*	3.96	*robusta*	32	3.96
Rosaceae	2.60	*Prunus*	0.12	"Nigra"/spp/cv.s	1	0.12
		Pyrus	2.47	cv.s (Ornamental Pear)	20	2.47
Sterculiaceae	1.11	*Brachychiton*	1.11	*populeneus*	9	1.11
Ulmaceae	8.28	*Ulmus*	8.28	*parvifolia*	67	8.28
18 Families		**24 Genera**		**47 Species**		
					809	100.00

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Appendix

C

Mapping of "New Plantings" – Post the 2015-16 Street Tree Audit – Ariah Park & Temora

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Google Earth
Source; Temora Shire Council
Temora Shire Council – Status of Street Tree Population
Street Tree Plantings post 2015-16 Audit, Ariah Park
22/435

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Image © 2022 Maxar Technologies
Source; Temora Shire Council
Temora Shire Council – Status of Street Tree Population
Street Tree Plantings post 2015-16 Audit, Temora (North)
22/435

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Google Earth
Image © 2022 Maxar Technologies
Source; Temora Shire Council
Temora Shire Council – Status of Street Tree Population
Street Tree Plantings post 2015-16 Audit, Temora (South)
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Appendix

D

Recommended Tree Removals, Temora

id	bot_name	size_class	health	conditic	comments
34	Fraxinus 'Raywood'	100-250mm	Good	15-40yr:	(2023) foliage density down to 30-40% & current season foliage distorted. Program for removal.
47	Prunus cultivars	100-250mm	Fair	< 5yrs	Wounding on (western side) stem @ base & borer; remove star picket. (2023) Extensive decay from stem wounding, compromising stability. Program for remove & replace.
49	Prunus cultivars	100-250mm	Poor	< 5yrs	Wounding & borers in/on stem; potential whole tree failure. (2023) As per previous; program for removal.
50	Prunus cultivars	100-250mm	Fair	< 5yrs	Wounding & borers on stem (as No. 49)
51	Prunus cultivars	100-250mm	Fair	< 5yrs	Wounding @ base (as Nos. 49 & 50); borers @ graft junction
57	Prunus cultivars	<100mm	Fair	< 5yrs	Wounding & borers @ base; suckering from rootstock
58	Prunus cultivars	<100mm	Fair	< 5yrs	Cambium on western stem damaged (sunburn)
65	Prunus cultivars	100-250mm	Poor	< 5yrs	Wound & borers (N, lower) stem; dead cambium (sunburn) on top of standard. (2023) Damage to std described previously a potential break point. Program to remove & replace.
66	Prunus cultivars	100-250mm	Poor	5-15yrs	Dead cambium @ top of standard stem; borers in graft junction. Damage noted previously a potential break point; remove & replace.
88	Ligustrum lucidum	<100mm	Fair	< 5yrs	Weed species
90	Fraxinus 'Raywood'	<100mm	Poor	< 5yrs	Suppressed by neighbouring, very close (<5m) mature trees
92	Fraxinus 'Raywood'	<100mm	Poor	< 5yrs	Suppressed by neighbouring, very close (<5m) mature trees
111	Gleditsia triacanthos var. inermis	<100mm	Poor	< 5yrs	Main leader dead - thorny lateral branches from rootstock
121	Gleditsia triacanthos var. inermis	100-250mm	Fair	< 5yrs	Large wound with insect damage at base; potential whole tree failure point.
135	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	70% of crown dead.
187	Prunus dulcis	100-250mm	Poor	< 5yrs	Lopped to 2m; crown all epicormic shoots
214	Fraxinus oxycarpa	100-250mm	Very Poor	< 5yrs	As per No. 212. (2023) reduced to a stump. Remove stump.
261	Fraxinus 'Raywood'	250-400mm	Poor	< 5yrs	Senscent; crown 50% dead.
285	Fraxinus 'Raywood'	<100mm	Very Poor	< 5yrs	W side of stem wounded(from sunburn); W branches dead & lower branches broken off. (2023) Tree reduce to a few live shoots - remove.
286	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	(2023) Crown reduced to about 30% density; mostly epicormic shoots - program for removal
320	Fraxinus oxycarpa	<100mm	Fair	< 5yrs	Too closely planted to neighbouring trees.
338	Ulmus procera cv.	100-250mm	Fair	< 5yrs	Main leader dead. Multiple wounding on stem (some 70% of circumference).
340	Ulmus procera cv.	100-250mm	Poor	< 5yrs	Extensive wounding & borer damage on stem & branches.

348	Fraxinus oxycarpa	100-250mm	Poor	< 5yrs	Very close (3m) to neighbouring tree (Chinese Elm). (2023) Low vigour; all live tissue epicormic shoots. Program to remove.
374	Fraxinus 'Raywood'	250-400mm	Poor	< 5yrs	Crown declining (40%); most "live" tissue epicormic shoots.
380	Fraxinus 'Raywood'	100-250mm	Fair	15-40yr	Sunburn wounding on stem; 2-3 leaders dead.
537	Fraxinus 'Raywood'	100-250mm	Dead	< 5yrs	(2023) tree to S also dead.
542	Eucalyptus albens	<100mm	Dead	< 5yrs	(2023) Tree dead - remove.
573	Gleditsia triacanthos var. inermis	<100mm	Poor	< 5yrs	Extensive wounding & borers at graft junction. Upright habit. Crown 40% dead.
613	Eucalyptus sp.	100-250mm	Poor	< 5yrs	(2023) Very little live foliage. Program for removal.
624	Hakea laurina	100-250mm	Poor	< 5yrs	(2023) E leader of tree near dead. Crack where (lowest) W lateral joins stem. Program for remove and replace.
626	Prunus cultivars	100-250mm	Poor	15-40yr	Wounding down (60% of) stem - from branch "tear". (2023) Extensive borer damage on stem & at graft junction. Program for remove & replace.
650	Robinia pseudoacacia	100-250mm	Poor	< 5yrs	Leaning (to NW); "anchored" by star picket; powerlines above.(2023) Dieback of most leaders, possibly from line clearance pruning. Program to remove & replace.
651	Robinia pseudoacacia	<100mm	Poor	< 5yrs	Formative prune - remove/shorten vigourous (lower) laterals to W & SW.(2023) Low vigour; program for remove & replace.
652	Robinia pseudoacacia	100-250mm	Poor	< 5yrs	Stem bifurcation with crack @ 1,000mm - prune to single leader.(2023) Structural fault still evident, decay now present in crack. Apical dieback on most leaders. Program for remove & replace.
662	Robinia pseudoacacia	100-250mm	Poor	< 5yrs	Monitor 1st branching point - 3 leaders from "tight" junction. (2023) Tree near dead; only live tissue epicormic shoots & basal watershoots. Program to remove & replace.
677	Fraxinus 'Raywood'	100-250mm	Very Poor	< 5yrs	Under powerlines. (2023) Tree near dead; verge heavily compacted. Program for removal & replacement.
686	Fraxinus oxycarpa	<100mm	Poor	< 5yrs	Tree 80% dead; only live tissue epicormic shoots from lower stem & lateral branches.
789	Gleditsia triacanthos var. inermis	100-250mm	Fair	15-40yr	Sparse crown (30% dead); many epicormic shoots on stem. Sunburn on W stem. (2023) Little improvement in tree's condition; tip dieback, epicormic shoots on stem, etc. Consider remove& replace.
819	Fraxinus 'Raywood'	>400mm	Very Poor	< 5yrs	Some crown decline; approx. 15% dead. Pruned for line clearance. (2023) Upper half of tree's crown now dead. Program for removal.

823	Fraxinus 'Raywood'	250-400mm	Very Poor	< 5yrs	Root system disturbing wall of adjacent s-w channel & kerbline. Crown declining, approx. 20% deadwood. Suckering from rootcrown. (2023) Upper third of canopy dead. Program for removal.
942	Fraxinus 'Raywood'	250-400mm	Very Poor	< 5yrs	Crown declining with age & impact of line clearance pruning. (2023) upper 2/3's of crown dead.
943	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	As per No. 942. (2023) Main (W) leader of tree is dead.
944	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	Poor specimen in declining health; very little amenity.
946	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	As per No. 944.
958	Brachychiton rupestris	>400mm	Very Poor	< 5yrs	(2023) tree (almost) dead; live tissue limited to one (only) W lateral branch.
1025	Platanus X hispanica	<100mm	Dead	< 5yrs	Strong basal shoots (pruned off). "Digitalis" cv.. (2022 -) tree is dead.
1029	Fraxinus 'Raywood'	100-250mm	Dead	< 5yrs	Wonding on W stem about 1m off grade. (2022 -) tree is dead.
1030	Fraxinus 'Raywood'	100-250mm	Dead	>40yrs	(2022 -) tree is dead.
1098	Fraxinus oxycarpa	250-400mm	Very Poor	< 5yrs	Rootcrown lifting surrounding road pavement & adjacent kerbline. (2023) Tree in advanced decline; crown density reduced to 30-40%, but all live tissue is epicormic shoots. Adjacent K&G has been recently renewed which may have impacted tree. Program for r
1105	Melia azedarach	<100mm	Good	< 5yrs	Self-seeded (?) twin stemmed tree in small verge space. Unsuitable; remove. (2023) Tree still there; has been "cut back" to 1m previously, now 5-6m high.
1112	Brachychiton populneus	250-400mm	Very Poor	< 5yrs	Lifting adjacent gutter. (2023) Tree in advanced decline; crown density reduced to about 10-20% and most live tissue are epicormic shoots. Program to remove & replace.
1134	Fraxinus 'Raywood'	100-250mm	Fair	< 5yrs	Crown (W side) encroaching on street sign (School Zone). Crown lift pruned. Wounding (from sunburn) on stem.(2023) Extensive deadwood & current season's foliage distorted. Program for removal.
1165	Gleditsia triacanthos var. inermis	100-250mm	Poor	< 5yrs	Main (grafted?) leader has died. All live tissue on shoot originating below that point.
1201	Callistemon citrinus	<100mm	Poor	< 5yrs	Very "leggy" specimen; foliage limited to approx. 40% of crown. Habit unsuited to verge planting.
1202	Callistemon citrinus	<100mm	Poor	< 5yrs	As per No. 1201
1203	Callistemon cultivar	<100mm	Poor	< 5yrs	As per No. 1201 & 1202.
1205	Callistemon citrinus	<100mm	Poor	< 5yrs	As per Nos. 1201-1203.
1293	Eucalyptus nicholii	>400mm	Poor	< 5yrs	Perimeter deadwood; W leader (over road) dead.

1369	Platanus X hispanica	100-250mm	Good	>40yrs	(2023) Low vigour with little growth since 2015 inspection. Terminal dieback of most shoots. Program to remove & replace.
1398	Fraxinus oxycarpa	250-400mm	Dead	< 5yrs	(2023) Tree dead.
1447	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	Upper crown dead; all live tissue epicormic shoots.
1451	Platanus X hispanica	100-250mm	Poor	5-15yrs	Sparse crown & multiple shhots on stem; stem shoots should be removed.(2023) Apical leader has died; program for remove & replace.
1459	Fraxinus oxycarpa	100-250mm	Poor	< 5yrs	Poor specimen "suppressed" by neighbouring trees.
1492	Fraxinus 'Raywood'	<100mm	Dead	< 5yrs	Sunburn scarring on stem & all leaders.(2023) tree dead.
1517	Gleditsia triacanthos var. inermis	100-250mm	Poor	< 5yrs	Head of standard has died; all branching & live tissue orginates from below graft point. Sunburn scarring on stem.
1519	Gleditsia triacanthos var. inermis	<100mm	Poor	< 5yrs	As per No. 1517.
1539	Fraxinus oxycarpa	100-250mm	Very Poor	>40yrs	Crown declining with dieback of extremities.
1561	Fraxinus 'Raywood'	250-400mm	Poor	< 5yrs	E root crown damaged (for kerb repair); crown dieing back from extremities, all live tissue epicormic shoots.
1657	Robina pseudoacacia 'Umbraculifera'	100-250mm	Very Poor	< 5yrs	Very low Mop Top Std (grafted only 1m high) & large (10m wide) head. (2022 -) tree near dead, some epicormic shoots at std graft point.
1658	Robina pseudoacacia 'Umbraculifera'	100-250mm	Very Poor	< 5yrs	As per No. 1657. (2022 -) tree near dead, some epicormic shoots in centre of crown.
1659	Fraxinus 'Raywood'	100-250mm	Very Poor	< 5yrs	
1666	Fraxinus oxycarpa	100-250mm	Poor	< 5yrs	Small specimen with crown declining from extremities.
1775	Platanus X hispanica	100-250mm	Poor	< 5yrs	Bud burst very late or aborted; undiagnosed disease. Heavy fruit load (from last season).
1788	Fraxinus oxycarpa	250-400mm	Poor	< 5yrs	(2023) Tree in advanced decline; S & central laterals/leaders are dead. Program to remove & replace.
1792	Fraxinus oxycarpa	250-400mm	Poor	< 5yrs	Declining condition; all live tissue epicormic shoots. Heavy root suckering.
1798	Eucalyptus leucoxylon	100-250mm	Poor	< 5yrs	Tree of limited amenity in poor condition.
1860	Fraxinus oxycarpa	100-250mm	Good	< 5yrs	(2023) Tree pruned back to a (2m high) stump.
1861	Melia azedarach	>400mm	Poor	< 5yrs	2023) Tree pruned to a (2m high) stump.
1881	Populus simonii	<100mm	Fair	< 5yrs	Sunburn wounding at W base of stem. (2023) Previously noted basal wounding has reduced live cambium at base of trunk by about 50%, creating a lean (to W). Long term stability ofvthe tree not assured. Remove & replace.
1882	Populus simonii	<100mm	Fair	< 5yrs	(Minor) wounding at W stem base, as per No. 1881. (2023) as per No. 1881, wounding & limited basal cambium has compromised tree's stability. Remove & replace tree.

1959	Eucalyptus cladocalyx	250-400mm	Poor	< 5yrs	X2 basal wounds (E & W), Dieback of crown's extremities. E wound with decay; native parrot damage (with decay) at 2m on NW side of stem. Program for removal.
1979	Ulmus parvifolia	100-250mm	Good	>40yrs	Crown 50% dead; viral (?) infection derorming foliage. (2023) tree has recovered & is in good health & vigour.
2018	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	Main leader dead; suppressed by neighbouring trees.
2036	Melia azedarach	250-400mm	Fair	5-15yrs	Wounding & decay on lower SW side of stem could compromise long term stability. Program for removal.
2068	Melia azedarach	>400mm	Poor	< 5yrs	Crown declining from perimeter; approx. 40% dead. Previously lopped (@ 3m) & all leaders epicormic shoots. Program for removal.
2137	Fraxinus 'Raywood'	100-250mm	Dead	< 5yrs	Recent "lift" prune. (2023) Tree is dead.
2138	Fraxinus 'Raywood'	100-250mm	Very Poor	< 5yrs	(2023) Tree in advanced decline; live tissue remains only on NE leader. Program for removal.
2170	Robinia pseudoacacia cv.	250-400mm	Very Poor	< 5yrs	Previously pruned for line clearance. Fungal fruiting body on stem (S side). (2023) Tree in advanced decline; program for removal.
2171	Robinia pseudoacacia cv.	100-250mm	Very Poor	< 5yrs	Under powerlines. (2023) Tree in decline, very sparse foliage; program for removal.
2285	Fraxinus 'Raywood'	>400mm	Poor	< 5yrs	Crown in heavy decline, 65% dead.
2331	Eucalyptus dwyeri (?)	100-250mm	Poor	< 5yrs	3 stems, one of which is dead. E stem has been pruned off powerline & is in poor condition. Program for removal.
2374	Robinia pseudoacacia cv.	<100mm	Very Poor	< 5yrs	Recent planting.(2023) Tree dead, bar watershoots from rootstock. Remove & replace.
2375	Robinia pseudoacacia cv.	100-250mm	Poor	< 5yrs	Crown reduced to about 20% live tissue. Remove & replace.
2389	Platanus X hispanica	100-250mm	Dead	< 5yrs	(2023), bar some basal watershoots, tree dead; remove & replace.
2390	Platanus X hispanica	<100mm	Dead	>40yrs	Original apical shoot has died; requires formative pruning to "select" new leader. (2023) remove & replace.
2391	Fraxinus 'Raywood'	>400mm	Very Poor	< 5yrs	Dead branches in a crown which is starting to decline.(2023) live tissue limited to "clusters" of epicormic shoots.
2434	Eucalyptus torquata	100-250mm	Dead	< 5yrs	Scale & sooty mould infestation. (2023) Tree dead, bar some epicormic shoots on barrel.
2531	Fraxinus americana	<100mm	Poor	< 5yrs	Wounding at SW base of stem. Sparse & small foliage & tip & branch dieback. (2023) Basal wounding (SW side); tree "unstable" in ground. Program to remove & replace.

2623	Fraxinus 'Raywood'	250-400mm	Very Poor	< 5yrs	Many dead branches, approx. 30% of crown. Lateral over street "shortened". (2023) Tree in advanced decline, program for removal.
2658	Platanus X hispanica	<100mm	Poor	< 5yrs	(2023) Extensive tip dieback. Program to remove & replace.
2659	Platanus X hispanica	<100mm	Poor	>40yrs	(2023) Extensive tip dieback & deadwood. Program to remove & replace.
2698	Eucalyptus microcarpa	250-400mm	Fair	< 5yrs	All leaders have been "shortened" for line clearance. Difficult species to "manage" under powerlines.
2767	Robinia pseudoacacia cv.	<100mm	Very Poor	< 5yrs	Canopy made up of watershoots from stem of failed Mop Top. (2023) Tree reduced to about 40% live tissue. Remove & replace.
2768	Robina pseudoacacia 'Umbraculifera'	<100mm	Dead	< 5yrs	Some borer damage (& ants) at graft junction. (2023) Tree dead - remove & replace.
2792	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	Large wound, with decay, on S of stem. W stem heavily sunburnt. Crown 60% dead.
2800	Eucalyptus leucoxylon	100-250mm	Fair	< 5yrs	Poor vigour & little amenity; program for removal.
2801	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	E'ern (of 2) leaders near dead, with only live tissue epicormic shoots. Program for removal. Slight displacement of adjacent kerbline.
2874	Lophostemon confertus	100-250mm	Fair	< 5yrs	Unsuitable species for under powerline. Poor condition with perimeter dieback & suckering from base. Program for removal.
2875	Lophostemon confertus	100-250mm	Poor	< 5yrs	Original leader dead; otherwise as per No. 2874.
2878	Callistemon cv.	100-250mm	Poor	< 5yrs	(2023) E (of two) leaders dead. Program to remove & replace.
2893	Prunus cultivars	<100mm	Poor	< 5yrs	Head of Std 60% dead. Program for removal.
2894	Prunus cultivars	<100mm	Fair	< 5yrs	
2915	Eucalyptus microcarpa	>400mm	Dead	< 5yrs	Remnant endemic tree. Wound at SW base of stem with fungal fruiting body present. (2023) Tree dead with cracking of major leaders; remove before limb failures.
2941	Ulmus parvifolia	<100mm	Very Poor	< 5yrs	Twig dieback at crown extremities. (2023) Tree reduced to about 20% live tissue. Program to remove & replace.
2973	Callistemon phoeniceus	<100mm	Very Poor	< 5yrs	Branches on street (N) side broken. (2023) Tree near dead, live foliage only about 20% (SE side). Program for removal.
2990	Callistemon cultivar	100-250mm	Poor	< 5yrs	Canopy declining, only approx. 30% live tissue
3059	Callistemon citrinus	<100mm	Poor	< 5yrs	Very "woody" & in poor health with little amenity. Program for removal.
3178	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	Sunburn wounding on all leaders. Multiple pruning for line clearance. Crown 60% dead; program for removal.

3179	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	Lopped to 3m; entire crown epicormic leaders. Program for removal.
3180	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	As per No. 3179.
3181	Prunus cultivars	100-250mm	Very Poor	< 5yrs	(2023) Coppice shoots from stump of removed tree. Grind/poison stump
3189	Fraxinus 'Raywood'	100-250mm	Very Poor	< 5yrs	Watershoots on stem which should be removed. (2023) Tree near dead; approx. 70% of crown deadwood.
3190	Fraxinus 'Raywood'	100-250mm	Dead	< 5yrs	Heavy suckering from rootstock which should be removed. (2023) Only rootstock suckers remain alive. Remove & replace.
3250	Prunus cultivars	<100mm	Poor	< 5yrs	Lopped back to 2m.
3251	Nerium oleander	100-250mm	Poor	< 5yrs	
3452	Lagerstroemia indica cvs & hybrids	<100mm	Very Poor	< 5yrs	Signs of moisture stress; more regular (?) watering. Crepe Myrtle in an avenue of Plane Trees. (2023) Live tissue only about 10% (epicormic shoots) - waterlogging(?), surroundimg groundcover very green.
3493	Fraxinus 'Raywood'	>400mm	Very Poor	< 5yrs	Lower (S) laterals pruned where over road. (2023) tree near dead, some live tissue in lower W of canopy. See note re No. 3494
3494	Platanus X hispanica	250-400mm	Very Poor	< 5yrs	Some branch dieback & deadwood evident at top of canopy. (2023) Crown about 50% dead, remaining live tissue severely contorted (disease issue[?] or chemical spill - adjacent Claret Ash also near dead).
3521	Eucalyptus stricklandii	250-400mm	Poor	< 5yrs	Wounding from prior limb failures on stem; (2023) decay in stem from wounds has developed to a 2m long longitudinal crack. Remove tree.
3522	Eucalyptus stricklandii	250-400mm	Poor	< 5yrs	Multiple failures, including main leader. Program for removal.
3528	Acacia baileyana	100-250mm	Dead	< 5yrs	Approaching end of life span. (2023) tree now dead; remove stump.
4429	Ulmus parvifolia	<100mm	Dead	< 5yrs	
4432	Ulmus parvifolia	<100mm	Dead	< 5yrs	
4534	Pyrus calleryana cvs	<100mm	Dead	< 5yrs	
4535	Pyrus calleryana cvs	<100mm	Dead	< 5yrs	Recent death.
4570	Populus X euramericana	<100mm	Dead	< 5yrs	
4571	Populus X euramericana	<100mm	Dead	< 5yrs	
4581	Populus X euramericana	<100mm	Fair	15-40yr	Very wet surrounding ground (from tablr drain).
4739	Pyrus fauriei	<100mm	Very Poor	< 5yrs	Tree near dead, only one live branch. Remove & replace.
4848	Platanus X hispanica	<100mm	Dead	< 5yrs	Recent planting - dead. Remove & replace.
4947	Lagerstroemia indica cvs & hybrids	<100mm	Fair	5-15yrs	As per No. 4946.

5312	Pyrus calleryana cvs	<100mm	Dead	< 5yrs	
5322	Pyrus calleryana cvs	<100mm	Poor	< 5yrs	Reduced to a coppicing stump.
5384	Pistacia chinensis	<100mm	Good	15-40yr:	Possibly self-seeded (under Oleander Bush); directly under & already approaching overhead utility & power lines.
5389	Pyrus calleryana cvs	<100mm	Poor	< 5yrs	Tree dead, coppicing from stump. Remove & replace.
5390	Platanus X hispanica	<100mm	Dead	< 5yrs	Recent planting - dead. Remove & replace.
5411	Lagerstroemia indica cvs & hybrids	<100mm	Very Poor	< 5yrs	Near dead; suckering from rootstock only live tissue. Remove & replace.
5445	Fraxinus 'Raywood'	100-250mm	Poor	< 5yrs	Poor specimen; has been lopped back to barrel with few weak leaders. Program for removal.
5448	Ulmus glabra 'Lutescens'	100-250mm	Very Poor	< 5yrs	Extensive decay & borers in stem. Program for remove & replace.
5453	Gleditsia triacanthos var. inermis	<100mm	Fair	< 5yrs	X2 stems - rootstock suckering from failed tree. Program to remove and replace.
5499	Fraxinus 'Raywood'	100-250mm	Very Poor	< 5yrs	Tree in advanced decline, upper half of crown is dead. Program for removal.
5500	Fraxinus oxycarpa	<100mm	Poor	< 5yrs	Poor specimenof very low vigour with minimal annual shoot extension. Program to remove & replace.

22/435

MARK D. McCRONE
LANDSCAPE
ARCHITECT

Appendix

E

Recommended Tree Removals, Ariah Park

id	bot_name	size_class	health	condition	comments
3549	Acacia baileyana	100-250mm	Good	15-40yrs	(Probably) self-seeded; suppressing (planted) Chinese Elm to immediate W.
3593	Eucalyptus sideroxylon	250-400mm	Fair	15-40yrs	Wound on stem, SW side 3m off grade, from bifurcated stem failure. Similar (smaller) wound on SE side of stem. (2023) Multiple failures of upper leaders of tree. Program to remove & replace.
3773	Ligustrum lucidum	<100mm	Fair	< 5yrs	Weed species - remove.
3775	Ligustrum lucidum	<100mm	Fair	< 5yrs	Weed species - remove.
3846	Eucalyptus sp.	<100mm	Poor	< 5yrs	Weak specimen; most live tissue epicormic shoots; fungal fruiting bodies on stem. (2023) Still low value specimen; extensive sooty mould infection.
3850	Platanus X hispanica	100-250mm	Poor	< 5yrs	"Lopped" at 3m. Limited & weak regrowth.
3856	Gleditsia triacanthos var. inermis	<100mm	Poor	< 5yrs	Stem "broken" (& subsequently "retied") at base. Long term stability doubtful; remove.
3866	Fraxinus oxycarpa	<100mm	Poor	< 5yrs	Weak specimen in decline; terminal shoots dead & live tissue epicormic shoots.
4095	Eucalyptus leucoxylon	<100mm	Poor	< 5yrs	
4097	Eucalyptus leucoxylon	<100mm	Poor	< 5yrs	
4099	Eucalyptus leucoxylon	100-250mm	Poor	< 5yrs	
4138	Lagerstroemia indica cvs & hybrids	<100mm	Dead	< 5yrs	Extensive cambium wounding at base of stem. Rootstock suckers & watershoots low on stem;pruned off at inspection. (2023) Tree near dead (a few live twigs); remove & replace.
5583	Fraxinus 'Raywood'	<100mm	Fair	< 5yrs	Tree's stem has been cut (at 1m) & shoots are coming from lower stem & rootstock. Remove & replace tree.

4.11 RFS COMMUNICATION PROTECTION SIGNAGE AT ARIAH PARK

File Number: REP23/951

Author: Engineering Works Manager

Authoriser: Engineering Asset Manager

Attachments: 1. RFS Correspondence

REPORT

Council is in receipt of the attached correspondence from the Rural Fire Service (RFS) Bland Temora Zone seeking approval to install a Community Protection Sign as per image in correspondence. Approval sought is for the signage location (with sign already manufactured), support of council from a community perspective to install the sign and seeking council cover just the cost of installing the sign.

This is a signage matter however without a planned signage committee upcoming is being presented to Assets and Operations committee, as the sign is manufactured ready for installation and ideally should be installed prior to the Spring and Summer seasons.

Location identified is in Edis Park, Ariah Park nearby the existing tourist information bay signage and close to the to the current Neighbourhood Safer Place (NSP) signage.

Budget Implications

Cost to install only (sign supplied) for labour and materials is approximately $200 to $300 which would be covered through routine maintenance funds.

Similar signage previously installed at Springdale was supplied by RFS and council supported this signage by covering the installation cost at that time utilising council staff.

COMMITTEE RESOLUTION 89/2023

Moved: Cr Jason Goode
Seconded: Cr Anthony Irvine

The Committee resolved to recommend that Council approve the installation of the sign with Council to cover installation costs.

CARRIED

Report by Alex Dahlenburg

Alex Dahlenburg

From: @rfs.nsw.gov.au>
Sent: Thursday, 29 June 2023 1:41 PM
To: Alex Dahlenburg
Subject: Installation Community Protection Sign Ariah Park.

Hi Alex,

We believe, after the RFS brigade has consulted with members of the Ariah Park Community, that the best spot for the community protection sign would be Coolamon St , where the existing information tourist signs are for Ariah Park are located, and close to the current NSP (Neighbourhood Safer Place).

The Community Protection sign is double sided and has a small curved roof on top to protect the sign from the weather. The height after concrete will be around 1.8 to 2 meters in height.

If council would be in a position to assist with the installation of this sign for the community, this would be greatly appreciated.

The exact placement of the sign in Coolamon St in the area below, happy to go with the councils advice on exact location within the area identified.


WELLMAN STREET
GOOLAMON STREET



RFS
NSW RURAL FIRE SERVICE

Operational Officer Community Risk | Bland Temora Zone
NSW RURAL FIRE SERVICE
108 Vesper St Temora, NSW 2666 | PO Box 169 Temora, NSW 2666

www.rfs.nsw.gov.au | www.facebook.com/nswrfs | www.twitter.com/nswrfs
PREPARE. ACT. SURVIVE.

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and future.

1 CR NIGEL JUDD

Enquired on the upgrade to Zoom facilities.

Director Administration & Finance, Elizabeth Smith advised that zoom facilities have been upgraded.

2 MAYOR

Mayor & General Manager have a meeting with the Local Government Minister at 1:00pm on Thursday 3rd August.

3 CR ANTHONY IRVINE

Enquired on condition of Victoria Street pavement near Grain Corp site and IGA and whether any works were planned.

Engineering Works Manager, Alex Dahlenburg responded that there were no plans by TfNSW in relation to the pavement, but Council can pursue it through annual work planning assessments.

5 CONFIDENTIAL REPORTS

COMMITTEE RESOLUTION 90/2023

Moved: Cr Rick Firman
Seconded: Cr Max Oliver

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 3:28pm:

1.1 Growing Regions Program - Round 1

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.

CARRIED

COMMITTEE RESOLUTION 91/2023

Moved: Cr Jason Goode
Seconded: Cr Rick Firman

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

CARRIED

6 CLOSE MEETING

The Meeting closed at 3:46pm.

This is the minutes of the Assets & Operations Committee meeting held on Tuesday 11 July 2023.

..... **.....**

GENERAL MANAGER **CHAIRMAN**

8.2 MINUTES OF THE ECONOMIC DEVELOPMENT AND VISITATIONS COMMITTEE MEETING HELD ON 11 JULY 2023

File Number: REP23/982

Author: Director of Administration & Finance

Authoriser: Director of Administration & Finance

Attachments: 1. Minutes of the Economic Development and Visitations Committee Meeting held on 11 July 2023

RESOLUTION 110/2023

Moved: Cr Claire McLaren
Seconded: Cr Jason Goode

It was resolved that the reports be received.

CARRIED

RESOLUTION 111/2023

Moved: Cr Belinda Bushell
Seconded: Cr Max Oliver

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

CARRIED

Date: **Tuesday, 11 July 2023**

Time: **3:51PM**

Location: **105 Loftus Street**
TEMORA NSW 2666

MINUTES

Economic Development and Visitations Committee Meeting

11 July 2023

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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, 11 JULY 2023 AT 3:51PM

PRESENT: Cr Rick Firman (Mayor)(Chair), Cr Nigel Judd (Zoom), Cr Graham Sinclair (Deputy Mayor), Cr Belinda Bushell (arrived 4:30pm), Cr Anthony Irvine (Observer), Cr Max Oliver (Observer)

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

1 OPEN MEETING

3:51pm

2 APOLOGIES

COMMITTEE RESOLUTION 23/2023

Moved: Cr Graham Sinclair
Seconded: Cr Nigel Judd

That apologies from Cr Claire McLaren 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: **REP23/950**

Author: **Economic Development Manager**

Authoriser: **Director of Administration & Finance**

Attachments: **Nil**

REPORT

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

Community Development

1. Drought Resilience Planning Program

   Funding deed received and signed. Planning activities commenced including issuing a request for quote on Vendor Panel for consultancy services to undertake the community engagement and develop the Drought Resilience Plan.
2. The Resilience Project

   School launch held at Temora High School and Ariah Park Central School. Temora West Public School and St Annes Central School looking to join the program in 2025 which will assist with creating a community wide adoption of the program and help reinforce the key messages of empathy, gratitude, and mindfulness for all generations. Additional grant funding will be required to run the program in 2025.
3. Discussions with the Community Centre regarding preparing to present to Council about the need for crisis accommodation.
4. Survey published to gauge community interest in a tertiary education facility in Temora, such as the Country University Centre model, which provides a place for those who are studying remotely. The results will be reviewed and published in a future report.
5. Planning commenced for the FLOW program of events to deliver a range of free workshops from July to October funded under the Reducing Social Isolation for Seniors program.
6. Planning commenced for Local Government Week activities, including the Boom Time Forum scheduled for 1st August.

Economic Development

7. The ECDO provided support to promote the Temora Business Awards.
8. The ECDM attended a site visit to Smith's Cookers to observe the metal fabrication technology installed as part of the Regional Job Creation Fund grant.
9. The ECDO and ECDM undertook preliminary investigations into the approach to developing a Night-Time Economy Strategy for discussion with TBEG.
10. The ECDM met with the new Economic Development Manager from Hilltops to discuss projects and potential synergies between the two LGAs.
11. The Australian Defence Force Parachute School renewed their hire agreement of Council's hangar until 31st December 2023.

12. Multiple requests to hire facilities at the airport received, including for low-speed driver training, and a future car event.
13. Martinus announced as the successful primary contractor to deliver the Albury to Illabo and Stockinbingal to Parkes works for Inland Rail. The ECDM made contact with Martinus to discuss opportunities for Temora Shire.
14. Assistance provided to Telstra in seeking letters of support from businesses and residents for their application to upgrade mobile communications in the Ariah Park vicinity.

Resident Attraction

15. NSW GROW Program

- Preparation of end of Year 2 reporting for the program, including briefing the NSW Coordination General for Settlement, Professor Peter Shergold.
- Initial feedback session provided to the 17 participating businesses by the consultant that undertook the HR capability assessment, funded through NSW GROW. The full report, including solution recommendations, is expected in July.

Visitor Attraction

16. Tourism Operator Forum held on 7th June including site visits to five locations.
17. Railway Precinct Master Plan

- Consultation with tourism operators, Transport for NSW, GrainCorp, and other local and regional stakeholders. This included a community consultation day on the 28th June attended by approximately 56 people, and an online survey. The feedback will inform the design of the master plan the draft of which will be presented to Council on the 8th August.

18. Canola Trail – Flowering season launch event cancelled in favour of a more focused communications plan and an operator forum to be held in August. Engagement with FreeGuides regarding the benefits of their platform to create themed tours. No Entry signage design underway for distribution to farmers during flowering season to assist with managing trespassing.
19. The ECDM attended a site visit at the Temora Aviation Museum to observe the three flight simulators recently installed.

Arts & Culture

20. Arts Centre Discovery Day held of Sunday 11th June.
21. Arts Centre Plan of Management draft reviewed.

Youth

22. Take The Lead Graduation Dinner held on 9th June.
23. Recruitment commenced for the Youth Program Coordinator role.

Cr Belinda Bushell arrived at 4:30pm

COMMITTEE RESOLUTION 24/2023

Moved: Cr Graham Sinclair
Seconded: Cr Belinda Bushell

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

CARRIED

Report by Craig Sinclair

1 CR GRAHAM SINCLAIR

There will be a rural ratepayers evening for the south-east of the shire on 18 July at 5:00pm. The Engineers will give an update on recent and future works.

5 CLOSE MEETING

The Meeting closed at 4:36pm.

This is the minutes of the Economic Development and Visitations Committee meeting held on Tuesday 11 July 2023.

..... **.....**

GENERAL MANAGER **CHAIRMAN**

9 DELEGATES REPORTS

1. CR OLIVER

Attended the Springdale Community Committee meeting and AGM on Sunday 16 July 2023. All officers were returned. Thank you to Director of Environmental Services for upgrade of septic system which has rectified the problem.

2. CR SINCLAIR

Attended the Rotary changeover dinner with Cr Judd and was a good night. Rob Oliver was returned as President.

Attended the Rural Ratepayers evening at the Golf Club. Had 40+ residents attend. Exceeded my expectations. Thanks to Cr Bushell for assisting in organising. Engineers spoke on what's happened and what's about to happen. Talked about weeds and rabbits too. Thank you to Engineering Asset & Works Managers. General Manager attended and met some local landowners.

4. CR FIRMAN

Attended the Lions Changeover dinner with Cr Oliver last week. Peter McGee was returned as the President. Took the opportunity to thank the Lions Club for efforts particularly in relation to recycling.

Will be attending the Country Mayors Association meeting in Sydney with the General Manager on 3 & 4 August and have meetings organised with Cr Linda Scott and Cr Darriea Turley.

10 MAYORAL REPORT

10.1 MAYORS REPORT - JUNE 2023

File Number: **REP23/928**

Author: **Executive Assistant**

Authoriser: **General Manager**

Attachments: **Nil**

REPORT

1st June – I had meetings with the Mayors of Tamworth, Kiama, Bland Shire.

- I had a teleconference with Australian Local Government Association President (Cr Linda Scott).
- I had a teleconference with Local Government NSW President (Cr Darriea Turley AM).
- I was invited to attend the Temora High School presentation assembly. I was honoured to have presented Student Councillor badges, and present Certificates to Volunteers who assisted with the Temora Zone Red Shield Appeal.
- I had an Interview with the Temora Independent.

2nd June – I attended Council Chambers.

- I had a teleconference with LGNSW President (Cr Turley).
- I had a meeting with NSW Country Mayors Association Chairman (Mayor Jamie Chaffey).
- I attended Temora & District Hospital for a cheque presentation. The Temora Rugby League Football Club raised $1,800 for our hospital from their Red Day home match.
- I had a meeting with Riverina Eastern Regional Organisation of Councils (REROC) Chief Executive (Mrs Julie Briggs).
- I held teleconferences with Federal Member for Riverina, the Hon Michael McCormack MP and State Member for Cootamundra, the Hon Steph Cooke MP.

3rd June – Cr Lindy Reinhold represented Temora Shire at the Lutheran Ladies Fellowship Conference, held at St John's Hall.

5th June – I attended Council Chambers.

- As Chairman of Temora Local Health Advisory Council (LHAC), I chaired our planning meeting for 2023/24. I then chaired the monthly LHAC meeting at Temora & District Hospital. It's an exciting time for Temora Shire as we continue working through the Master Plan for our new Hospital.
- I held teleconferences with LGNSW President (Cr Turley), NSW Country Mayors Association Chairman (Mayor Jamie Chaffey), the Mayors of Cootamundra-Gundagai, Greater Hume, Coolamon and Bland Shires.
- I had a teleconference with State Member for Cootamundra, the Hon Steph Cooke MP.

6th June – Councillors, Senior Staff and I attended our monthly Council Committee Day. This was a very long day, but a most productive one. Among the committee meetings Councillors attended included Youth Advisory, Risk Management, Assets & Operations, Economic Development & Visitations, Local Government Week and Aerodrome Users.

7th June – I had an interview with Channel 7 Riverina News re: Independent Pricing & Regulatory Tribunal (IPART) latest Draft report on Rate Peg Review.

- I attended Council Chambers.
- I chaired a meeting of the Temora & District Education Fund's Debutante of the Year Ball Committee. The members have all organised for the ball, to be held on Friday 7th July at the Temora Memorial Town Hall. Debutantes and their Partners from the Ariah Park Anglican, St Paul's Anglican and Temora Catholic Balls will be the guests of honour. Judges for the ball will be Dr Joe McGirr MP (NSW Member for Wagga Wagga), Mayor Dallas Tout (Wagga Wagga City) & Mrs Julie Briggs (CEO of REROC). NSW Member for Cootamundra, the Hon Steph Cooke MP will also be in attendance in the Official Party.
- I had a teleconference with the Senior Advisor (Mr Brendan Byron) to our NSW Minister for Local Government, the Hon Ron Hoenig MP. We are arranging a meeting with Minister Hoenig in Wagga, with members of the REROC Board. This will be a welcome opportunity to discuss various local government related matters with the new Minister – himself a former Mayor of some 31 years.
- I had a teleconference with the CEO of REROC (Mrs Briggs), Treasurer of REROC (Mr Tony Donoghue PSM – General Manager of Coolamon Shire), State MP for Cootamundra, the Hon Steph Cooke & NSW Country Mayors Association Chairman (Mayor Chaffey).
- I had an interview with the Temora Independent.

9th June – The General Manager (Mr Lavelle) and I had a meeting with Murrumbidgee Local Health District CEO, Mrs Jill Ludford.

- As Chairman of our REROC Board, I chaired a meeting of the Executive Committee.
- Our Deputy Mayor (Cr Graham Sinclair) represented Temora Shire at the 'Take the Lead' Youth Leadership Graduation Dinner. Deputy Mayor Sinclair was impressed with the three graduates in Miss Chelsea Coleman, Miss Elizabeth West & Miss Laura Kovacevic. Well done to all involved with this worthwhile programme.

11th June – Several Councillors and I attended the Temora Arts Centre Open Day. This was very well attended with locals and folk from across the Riverina and beyond, attending to inspect what courses and facilities are available. Congratulations to Centre Manager, Mr Jeremy Kruckel and his team for hosting a worthwhile event.

12th June – Our warm congratulations to the King's Birthday Honours List recipients for 2023. Mayor of Murrumbidgee Shire, Mayor Ruth McRae was awarded the Order of Australia Medal (OAM), with Griffith City Council's General Manager, Mr Brett Stonestreet awarded the Public Service Medal (PSM).

- On behalf of Temora Shire Councillors, Staff and community, I've reached out to Mayor Sue Moore (Singleton Council), to offer prayers, love and strength on the tragic Bus incident in the Hunter Valley.

14th June – I attended Council Chambers.

- I attended a meeting with the Deputy Mayor (Cr Sinclair), the General Manager (Mr Lavelle), Director of Administration & Finance (Mrs Smith) and Economic Development Officer (Mr Sinclair).

- I chaired a sub-committee meeting of the Temora & District Hospital Open Day. My fellow members include Hospital Manager, Mrs Wendy Skidmore and Temora Local Health Advisory Council Secretary, Mr Trevor Player. This is a Temora LHAC project.
- I had a teleconference with the Chief Executive of Local Government NSW (Mr Scott Phillips).

15th June – Councillors and I attended our formal Temora Shire Council meeting Chambers. We took the opportunity to acknowledge the pending retirement of our General Manager (Mr Lavelle – 34 years with TSC), Mr Tony Hingerty (40 years) and Miss Petrina Williams (NSW TAFE Trainee of the Year). We are blessed to have outstanding Staff – Senior, Indoor and Outdoor.

- I attended a meeting with Dr Joe McGirr MP (NSW Member for Wagga Wagga), Mrs Jill Ludford (CEO of Murrumbidgee Local Health District), Mrs Julie Briggs (Chief Executive of REROC) re: Health Precinct for Riverina.
- The General Manager (Mr Lavelle) and I drove to Canberra.

16th June – The General Manager (Mr Lavelle) and I represented Temora Shire at the Australian Council of Local Government Forum, held at the National Convention Centre, Canberra. Some 600 Mayors, Deputy Mayors and General Managers were in attendance to listen to our Prime Minister, and various Federal Government Ministers – and they in turn, listen to us. It was a tremendous opportunity that we met the Prime Minister and various Ministers (including Ministers McBain, Shorten and Watts). We also met with Mayors from all over Australia.

- The General Manager (Mr Lavelle) and I met with our Australian Local Government Association (ALGA) President.

17th June – I had a teleconference with the NSW Member for Northern Tablelands, the Hon Adam Marshall MP.

- I had a teleconference with our General Manager – Designate, Ms Melissa Boxall.
- I had a teleconference with the Mayor of Singleton – Mayor Sue Moore.

19th June – The General Manager (Mr Lavelle) and I had a meeting with Mr Peter Henrich.

20th June – I had an interview with the Temora Independent re: several issues.

- I had a meeting with Dr Joe McGirr MP (NSW Member for Wagga Wagga).
- I had a teleconference with Federal Member for Riverina, the Hon Michael McCormack MP.
- I had a teleconference with the Chairman of NSW Country Mayors Association (Mayor Jamie Chaffey – Gunnedah Shire).

21st June – I had a meeting with the Chief Executive Officer of Murrumbidgee Local Health District (Mrs Jill Ludford).

- I attended Council Chambers.
- I chaired a meeting of St Paul's Anglican Church Parish Council.

22nd June – I chaired a meeting of the Temora & District Education Fund Board. We presented a special award to Mrs Wendy McCrone, to acknowledge her outstanding poem written recently for Sir Peter & Lady Cosgrove. The Deputy Mayor (Cr Sinclair) was also in attendance.

- I had a meeting with TDEF Board member, Mr Grant Haigh.

23rd June – I chaired a meeting of the Riverina Eastern Regional Organisation of Councils (REROC) Board meeting. This was the last Board meeting for our retiring General Manager (Mr Lavelle). The Board made a special presentation to Mr Lavelle, acknowledging his 28 years on the Board as GM of Temora Shire. The Deputy Mayor (Cr Sinclair) was also in attendance.

24th June – The Deputy Mayor (Cr Sinclair) represented myself and Temora Shire at the annual Temora Rotary Club's Changeover Dinner. The new President is Mr Bob Oliver. Congratulations to Immediate Past President, Mr Brendon Fritsch on his terms in office, and to all Rotarians – for the unwavering dedication to our Temora Shire community.

25th June – My mother (Mrs Beth Firman) accompanied me to a Special Mass at the Sacred Heart Catholic Church, Temora. After the Service, led by Father Sijo, the unveiling of a plaque in honour of the late Father Phillip Harding, took place. Thank you to Fr Sijo, Parish Chairman – Mr John Morton and the Parishioners for their warm welcome. Fr Harding continues to have a special place in our community's collective hearts.

26th June – The General Manager (Mr Lavelle) and I held a meeting with newly appointed Police Inspector Justin Faulkiner. Intersales Chairman, Mr Peter Heinrich, was also in attendance. Inspector Faulkiner will be stationed and living in Temora Shire, whilst also having responsibility for Coolamon, Junee and Lockhart Shires.

- I had a teleconference with Federal Member for Riverina, the Hon Michael McCormack MP.
- I had a meeting with the Senior Advisor (Mr Brendan Byron) to the NSW Minister for Local Government (the Hon Ron Hoenig MP).

27th June – Cr Max Oliver and our Director of Administration & Finance (Mrs Smith) attended an Awards assembly at Temora High School.

- I had a teleconference with Mayor Jamie Chaffey (NSW Country Mayors Association Chairman).
- I had a teleconference with the Chief Executive of REROC (Mrs Briggs).
- I attended the bi-monthly meeting of the Temora Police & Community Committee. Cr Oliver is the Chairman.
- I had a teleconference with MLHD Ministerial Relations Manager, Mrs Millicent Brown. We are arranging a Regional and Rural Health Forum in Wagga on behalf of NSW Country Mayors Association.
- I had a teleconference with our Federal Member for Riverina, the Hon Michael McCormack MP.

28th June – I had an interview at TEM-FM (Mr Mark Ribbons), to reflect on the career of our soon to be retired General Manager, Mr G C Lavelle PSM.

- I had a meeting with Mr William Scott.
- I had a teleconference with Mr Brendan Byron. Mr Byron is the Senior Advisor to NSW Minister for Local Government.

29th June – Aux Lt Caleb Smith and I hosted a morning tea for our Red Shield Appeal Area Captains. This year's Appeal total stands at an impressive $21,600. We still continue to receive donations,

which is terrific! Well done to all involved with this important Appeal – where all funds raised in the Temora Zone stays in the Temora Zone communities, to help those who need a helping hand.

- I attended a meeting of the NSW Joint Organisation Chairmen's Network Zoom meeting with our NSW Local Government Minister, the Hon Ron Hoenig MP.
- Temora Shire Councillors and Senior Staff hosted a special Dinner for our retiring General Manager – Mr G C Lavelle PSM. Mayors and General Managers from our Riverina were also in attendance to pay tribute to the outstanding 28 years Mr Lavelle has given to our Council and community, as our General Manager. It was extra special to have Mr Lavelle's wife, Jane and his family all in attendance.

30th June – Last day of work for our General Manager – Mr Gary Charles Lavelle PSM. Councillors, Staff and the Citizens salute Mr Lavelle and warmly thank him for his exceptional contributions. Mr Lavelle will always remain a crucial part of the Temora Shire family.

- I had teleconferences with the REROC Chief Executive (Mrs Briggs) and REROC Treasurer (Mr Tony Donoghue PSM).
- I had a meeting with the husband (Mr Jason Fernie) of our incoming General Manager (Ms Melissa Boxall).

RESOLUTION 112/2023

Moved: Cr Jason Goode
Seconded: Cr Belinda Bushell

It was resolved that the Mayors report be noted.

CARRIED

Report by Mayor Rick Firman

11 STAFF REPORTS

RESOLUTION 113/2023

Moved: Cr Claire McLaren
Seconded: Cr Jason Goode

It was resolved that Council receive Staff reports.

CARRIED

12 GENERAL MANAGER

12.1 CALENDAR OF EVENTS - JULY 2023

File Number: **REP23/906**

Author: **Executive Assistant**

Authoriser: **General Manager**

Attachments: **Nil**

JULY 2023

11	Committee Meetings
20	Council Meeting

AUGUST 2023

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

SEPTEMBER 2023

12	Committee Meetings
21	Council Meeting

RESOLUTION 114/2023

Moved: Cr Jason Goode
Seconded: Cr Graham Sinclair

It was resolved that the Calendar of Events be noted.

CARRIED

12.2 SEALS - JULY 2023

File Number: **REP23/902**

Author: **Executive Assistant**

Authoriser: **General Manager**

Attachments: **Nil**

REPORT

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

- Road Maintenance Council Contract (RMCC) – TfNSW State Roads
- Right of Access – 1 Spitfire Drive, Temora

RESOLUTION 115/2023

Moved: Cr Max Oliver
Seconded: Cr Lindy Reinhold

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

CARRIED

12.3 OPERATIONAL PLAN - END OF YEAR 2022-2023

File Number: REP23/911

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Operational Plan - End of Year ⇩

REPORT

End of year reporting for the 2022/2023 Operational Plan as at 30 June 2023.

RESOLUTION 116/2023

Moved: Cr Max Oliver
Seconded: Cr Jason Goode

It was resolved that Council note the report.

CARRIED

Report by Gary Lavelle



TEMORA SHIRE COUNCIL
OPERATIONAL PLAN
END OF FINANCIAL YEAR REVIEW
2022/2023

Administration

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Develop Records Management policies and procedures	Administration and Finance Manager	Policy and procedures developed	Completed for Current Year		Content Manager upgrade to 10.1 has been scheduled will be completed during early July 23. Development of policies and procedures is occurring currently in conjunction with training.
Develop, review and test IT internal systems and administration policies, procedures and documentation.	Administration and Finance Manager	Develop or review and test 4 policies or procedures annually	Completed for Current Year		Four policies have been reviewed, two new policies developed, ten new procedures developed and three procedures reviewed by Finance team members.
		Test completed			
Review, assess and implement recommendations of Human Resources functional review	Payroll/Human Resources Officer	Review report and provide presentation to Manex	Completed for Current Year		This is an ongoing action. Progress this financial year includes: Review of performance review question set and procedure, Managers have participated in "Conversations that Count" training to assist them in their managerial roles, Progress has been made on reviewing the Reward and Recognition policy.
		Develop HR strategy to address issues identified in HR review			
		Implement prioritised action from HR Review			

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Special Rate Variation - Review IPART requirements and assess associated requirements in IP&R documents for compliance	Director of Administration and Finance	Review IPart requirements for SRV	Referred to the Next Financial Year		No progress on this item for this quarter.
		Review LTFP and note changes required for report to Council			
		Review IPR Documents and note changes required			

Airport

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Seek opportunities for the attraction of aviation business to Temora Airpark	Economic Development Manager	Attraction of business to the Aerodrome precinct	Completed for Current Year		As all existing lots are sold, the development of additional lots on the Airpark Estate is an essential next step to attracting investment. There are 63 lots approved for the next stage of the airpark expansion with 23 lots planned for delivery by a private developer in the next 12 months. Work continues to support the retention of the ADF Parachuting School and other potential commercial users of the airport once lots are available.
Implement the findings of the adopted Aerodrome Master Plan and Aerodrome security audit	Engineering Assets Manager	Plan implemented	Completed for Current Year		Progress report provided in June 2023. Action ongoing.
Support activities that attract appropriate recreational aviation users of Temora Airport	Economic Development Manager	Conduct of events at Temora Aerodrome	Completed for Current Year		Users of the airport are returning since COVID impacted operations of many regular events, however the detonators stored in the bunker caused the cancellation of a number of key events over the past 12 months. The removal of the detonators in April 2023 will help to ensure these events can return. The National Aerobatics Championships is confirmed for later in 2023. The ADF Parachuting School provides a complimentary and regular use for the airport, contributing significantly to the local economy.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Hold regular meetings of the Aerodrome Committee	Engineering Assets Manager	Meeting frequency	Completed		Complete for 2023.

Aged & Special Needs Care

Key Functions - Aged Care, Home & Community Services (HACC), Persons with Disabilities, Senior Citizens
Policy Direction
• Support existing providers of aged care services in the development and retention of facilities and services
• Undertake regular and comprehensive consultation to ensure that the current and future needs of senior residents are met • Continue to seek funding for programs that improve the options available for frail aged and disabled

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Disability Services - Include images of people that represent the diversity of our community, including those with disabilities, in Council publications	Communications Officer	Increased diversity in photos	Completed for Current Year		Images used in Council publications show a diverse range of people including those with disability.
Attendance and participation in Interagency Meetings by relevant staff including Pinnacle, Youth and Community Services	Youth Development Officer	Attendance at meetings and referral of minutes to GM	Completed for Current Year		Youth Development Officer attended bi-monthly Interagency and Keeping Them Safe meetings (unable to attend April meeting). To ensure an economical use resources, there was considerable liaising between the Temora Community Centre and Youth Department when scheduling school holiday programs, with the close working relationship between our organisations ongoing.
Pinnacle Community Services - Maintain Aged Care Provider approval	PCS - Manager	Meet all standards in Aged Care Quality Standard Audit	Completed for Current Year		No audit date has been confirmed by Aged Care Quaility Commission to date. However ongoing audit preparation continues through policy, procedure and document reviews.
Pinnacle House - shed upgrade to enable increased community inclusion for Pinnacle day program groups	PCS - Manager	Completion of plans and quotes for upgrades Application for grant funding	Referred to the Next Financial Year		Update - 29/3/23 - still waiting on quotes from builders. Proprosed upgrade to Aurora St shed have been drafted by T. Pellow. Draft plans forwarded to builders to gain quotes in preparation for grant applications. Waiting for quotes.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Disability Services - Provide disability awareness training to staff, new and current, as well as Councillors	Payroll/Human Resources Officer	Investigate training providers	Referred to the Next Financial Year		A provider of Disability Services Awareness training has been identified. Training to be scheduled in the next financial year.
Provide donation equivalent to 25% of General rate to the following: • Ariah Park Senior Housing, • Temora Senior Citizens Group, • Ariah Park CWA	Administration and Finance Manager	Donation made	Completed for Current Year		Donations processed.
Access and Equity - Investigate options to enable equitable access to business premises and promote the assistance through The Access and Equity Ctee	Town Planner	Investigation undertaken and referred to A&E	Completed for Current Year		This Committee has met three times during the 2022/23 year. The Committee has considered reports about water hazard access issues and ramp access in Ariah Park, braille bombing event in October, accessible parking, footpath extensions and improving access to local community buildings through preparing designs and seeking grant funding for upgrades.
Pinnacle Community Services - Maintain NDIS registration	PCS - Manager	Meet all National Disability Service Standards - desktop audit Meet requirements of full onsite audit	Completed		Mid-term audit against the National Disability Insurance Scheme (NDIS) practice standards completed in November 2022 to maintain registration. All areas of compliance were met with exception of one minor non-conformance against Risk Management - workers to attend refresher training in PPE and infection prevention and control. Refresher training was completed by all staff by 31st December 2022. No further action is required for this minor non-conformance. Full audit is due in June 2024.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Pinnacle Community Services - Hold an acknowledgement function for Carers annually	PCS - Manager	Hold Carers Function in Carers Week	Completed		Carer's Week function held Friday 21/10/22 at Bundawarra Centre. The event was attended by 10 carers of our aged and disabiltiy clients.
Disability Services - Maintain a Temora Shire Disability Inclusion Action Plan	PCS - Manager	Report to Council	Referred to the Next Financial Year		The current plan expired at 30/6/22 and work is being done to develop a new plan.
Aged Care Services - Conduct a positive ageing expo/ information session	Economic Development Manager	Event held Report to Council post event	Completed		Active ageing held on 10th February 2023 in the Temora Town Hall with support from a wide range of exhibitors and attendees.
Aged Care Services - Advocate for additional funding for Whiddon Homes in their efforts to redevelop Greenstone Lodge	General Manager	Contact stakeholders to focus on needs	Completed for Current Year		Very disappointing result with funding for the Greenstone Lodge upgrade being withdrawn by new Federal Government
Aged Care Services - Support developments that increase the volume of affordable, senior and disability accommodation	Economic Development Manager	Apollo Place DA lodged	Completed for Current Year		Sale for Apollo Place to Dr Parry Homes completed. DPH to commence scoping and design works. Council introduced DPH to provider of short term relocatable housing as an option to expedite part of the project whilst providing housing for temporary workers that could be used for affordable housing in the future. Initial conversations held with Young Crisis Accommodation Centre regarding the establishment of short term accommodation in Temora for individuals and families with no where to live

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Access and Equity - Report on current provisions and upgrade options for disability parking spaces with the CBD	Engineering Assets Manager	Report provided to Access and Equity Committee	Completed		Reported to Council June 2023. Referred to 2024/25 budget estimates.
Access & Equity - Review access to public buildings and businesses in conjunction with TBEG and Access and Equity Committee	Director of Environmental Services	Review by Access and Equity Committee and approach to business regarding assistance	Completed for Current Year		Conducted reviews at the Optometrist, dentist, laundry mat and Community Centre. No follow through from these business except the Community Centre who were successful in gaining funding of $120K. This project will be completed in 2023/24. A new review has now commenced into Temora Town Hall access ramp. Outcomes will be reported to a future Access and Equity meeting. additional buildings will be assessed each year.
Maintain a Pedestrian Access and Mobility Plan (PAMP)	Engineering Assets Manager	Plan reviewed and endorsed by Council	Referred to the Next Financial Year		Review not complete. Will look to report to Council in first quarter of 2023/2024 Financial Year.

Commercial Services

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Seek ongoing funding for the operations of TAIC	Director of Administration and Finance	Formal representations made to Ministers for Agriculture	Completed for Current Year		This item is ongoing.
Provide ongoing support for TAIC as detailed in the adopted licencing agreement	Director of Administration and Finance	Budget provided in accordance with the lease agreement	Completed for Current Year		This is an ongoing item.
		Conduct meetings of the Management Committee			
Review the promotion of the TAIC in conjunction with Farmlink	Director of Administration and Finance	Support engagement/promotional events in accordance with the terms of TAIC Community Engagement Strategy (CES)	Completed for Current Year		Signage at the facility has been upgraded to promote the facility and the partnership between Council and Farmlink. A catch up with Council and Farmlink Board members was scheduled, however the event did not proceed due to low availability to attend.

Communications

Key Function - Narraburra News, Social Media, Websites

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Implement the actions of the internal communications review	Communications Officer	Implementation plan completed and distributed to stakeholders with a quarterly update to Manex	Referred to the Next Financial Year		Awaiting the return of staff member from extended leave
Hold a ratepayers meeting to enable access by the public to Council officials	General Manager	Meeting held	Referred to the Next Financial Year		The meeting will be held early in the 2023/24 financial year
Volunteers - Acknowledge volunteers and promote volunteering opportunities through Narraburra News and digital media	Communications Officer	Monthly articles in Narraburra News Promotion of events	Completed for Current Year		Volunteers and volunteering opportunities are regularly communicated through social media and Narraburra News. In the March Narraburra News, there was an article regarding volunteering opportunities.
		Volunteer Engagement Plan developed			
Maintain the currency of the Direct Me guide	Communications Officer	Ongoing update of document	Completed for Current Year		The Direct Me Guide is updated regularly and as information is made available.
		Full revision of content			
Adopt and implement a Diversity Inclusion Action Plan	Communications Officer	Adoption of plan by Council	Referred to the Next Financial Year		Progress has been slow due to the staff member being on extended leave.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Provide relevant information about housing, services, facilities and opportunities for community involvement to potential new residents	VIC Manager	Currency of information	Completed for Current Year		New Resident packs are reviewed and updated every three months. Real estate agents are contacted and asked how many new packs they would like. New packs are then delivered. Approximately 30 packs have been given out in the last 12 months.
Hold an annual meeting with rural ratepayers in rural localities on a rotational basis to discuss locality issues in conjunction with the local Councillor	General Manager	Arrange meeting	Referred to the Next Financial Year		Meeting to be arranged in early 2023/34
Undertake a Walk and Talk Tour of Temora for Councillors and support the Coffee with a Councillor Program	General Manager	Tour undertaken Conduct of Coffee with a Councillor events	Cancelled by Council		Walk and Talk Tour cancelled due to lack of Councillor numbers
Narraburra News - Review the delivery of Narraburra News to the residents of Temora Shire	Communications Officer	Report to Council on efficacy of trial period	Completed		The decision was made by Council at the end of the 2021/22 financial year to continue the delivery of the Narraburra News in the Temora Independent.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Promote the achievements of Temora Shire residents through the 'Home grown heroes' program	Communications Officer	Program developed & published	Referred to the Next Financial Year		Program on hold due to staff member being on extended leave.
Adoption of the model Social Media Policy developed by the Office of Local Government	Communications Officer	Adoption by Council following report	Completed		Adopted by Council.
Digital Media - Implement and maintain a grant subscription service for Council and residents	Economic Development Manager	Grant Guru service available to residents	Completed for Current Year		The portal continues to be a worthwhile investment with 81 registered users. In the Q4 of the 2022/23 financial year there were 112 visits to the portal.
Digital Media - Regularly publish a mailer and social media posts for job vacancies in Temora Shire	Communications Officer	Publication of job mailer	Completed for Current Year		A job mailer, which also posts to social media, is sent out on a regular basis.

Community Services

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Temora Arts Centre - Implement the Plan of Management for Temora Arts Centre and minimise impact on Council budget, including the appointment of the Temora Arts Centre Advisory Committee	Arts Centre Manager	Appointment of Temora Arts Centre Advisory Committee	Completed for Current Year		The Temora Arts Centre Advisory Committee has been appointed and is operational. Due to staffing constraints, the Plan of Management is currently under review and actions have been deferred to the next financial year.
		Review the contents of the Plan of Management			
		Implementing priority actions in Plan of Management			
Arts and Culture - Explore options for youth to utilise Temora Arts Centre	Youth Development Officer	Liaise with Temora Arts Centre Manager to determine opportunites and report back to Youth Committee	Completed for Current Year		Youth Development Officer and Youth Programs Coordinator are actively liaising with the new Arts Centre Manager to explore ways Youth programs can utilise the Arts Centre. The Arts Centre Manager is currently mentoring the Gaming team at Platform Y, building stronger connections with local Youth.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Arts and Culture - Explore options for seniors` to utilise Temora Arts Centre	PCS - Manager	Survey clients to determine interest	Completed		150 surveys sent to current Pinnacle clients in Oct 2022. 43 surveys returned. Results are attached. Pinnacle Community Services Manager will continue to liaise with Arts Centre Manager to ensure that Pinnacle clients are aware of opportunities for art and cultural options at Temora Arts Centre.
Arts and Culture - Maintain membership of Eastern Riverina Arts and attend meetings	Arts Centre Manager	Retention of membership	Completed		Membership maintained.
Arts and Culture - Conduct Temora Shire Council Art Prize	Arts Centre Manager	Temora Arts Prize held	Completed		Temora Shire Arts Prize held on 8 October 2022
Support the establishment of a U3A campus in Temora	General Manager	Commencement of Campus in Temora	Completed		Campus due to commence 1 July 2023
Arts and Culture - Develop exhibitions and arts events in conjunction with the Temora Arts Centre Advisory Committee	Arts Centre Manager	Identify and hold exhibitions	Completed for Current Year		Temora Art Trail delivered as part of the Drench Festival in March 2023. Life Drawing Class, Florals Workshop, and Eco Printing also delivered during March. Online platform set up for Arts Centre room bookings. David Schlunke Exhibition delivered at the Bundawarrah Centre. Open day held June 11.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Arts & Culture - Conduct Creative Lifestyles Expo	Economic & Community Development Officer	Conduct Creative Lifestyle	Completed		The DRENCH Festival was delivered between 24th February to 2nd April, in place of the Creative Lifestyle Expo. DRENCH was funded by the Reconnecting Regional NSW Community Events program. The 30 arts/culture events where delivered by the Community Events Program Coordinator. Temora Shire community were invited to participate in the varying events with a total number of attendees to be approximately 8495.
Hold a welcome function for new residents	Economic & Community Development Officer	New resident event held	Completed		Council's Economic & Community Development Officer has delivered three new residents events. These events include Welcome to Tea Town (September 2022), Community Bowls and Cultural BBQ (November 2022) and the Lunar New Year (February 2023). All three events were well received and attended by Temora Shire residents.
Events - Support events determined by resolution of Council and the following events (at a minimum) , • International Women's Day • Australia Day (ECDO) • Volunteers Week • Mary Gilmore Festival (S355) Including seeking grant funding for those events	Economic & Community Development Officer	Conduct of successful events	Completed		The Mary Gilmore Festival took part in October 2022. It is noted that the Mary Gilmore Festival will not be returning in 2024. The 2023 Australia Day pool parties and ceremonies were conducted at Ariah Park and Temora. Drench Festival delivered 30 events under the branded umbrella. Embrace Festival was an inaugural multicultural event in Temora, held in early April. No requests to support local International Women's Day events received, however Council has resolved that IWD is to be acknowledged and celebrated by Temora Women's Network annually. In May, Council resolved to hold an annual Volunteers Week event, beginning in 2024.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
NRCC House - Undertake upgrade of the external appearance of NRCC House, signage & internal security	Library Manager	Completed designs for the external upgrade of NECC House, including consultation with Heritage Advisor Update signage, entrance and exterior of NRCC House	Referred to the Next Financial Year		State Library progress report completed in December 2022. Still in consultation with Heritage Advisor in relation to quotes. Approached local builder (Mick Reardon) + painter (Mick O'Callaghan) to carry out works when required. Behind schedule approx. 3mths. Painting completed in April 2023 for external façade. Wood paneling in foyer still progressing at May 2023, waiting on quotes from external companies, Supawood + Sceenwood. In consultation with Mark Rayner-Cuttlefish Design, to plan building signage. Expected completion date OCT 2023. Final report due to State Library DEC 2023.
Arts and Culture - Develop a comprehensive Public Art Policy	Arts Centre Manager	Completion of Public Art Policy	Referred to the Next Financial Year		Held in abeyance due to staff long service leave and staff resignation
Ariah Park Community Hall - Provision of a donation equivalent to rates	Administration and Finance Manager	Donation Made	Completed		Donation processed.
Springdale Memorial Hall - Provide financial support to Committee	Director of Environmental Services	Funds allocated	Completed		Works Completed and funding expended. New septic tank installed to service hall/rest Stop toilets also.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Library - Review the promotion and service offerings at Temora Library and Ariah Park Library	Library Manager	Evaluate program offerings and services	Completed for Current Year		Programs reviewed in Jan 23' to determine viability. Promotional material updated, new programs added in consultation with Economic & Community Development department to include community members from all backgrounds. Research into providing quarterly Storytime at Ariah Park, in communication with Ariah Park Preschool & other community services to determine viability. Ongoing research for providing current programming that the community would like, e.g. author visits.
Library - Promotion of the mobile library service at Ariah Park	Library Manager	Provision of advertising/ promotion of mobile service	Completed for Current Year		Increase in promotion via social media platforms & extra advertising. Communication with Ariah Park Diary Manager to include dates in flyer. Dates advertised on site at Temora Shire Library. Continue this into the 2023-24 year.
Temora Memorial Town Hall - Undertake a promotion and advertising campaign to increase usage of the Temora Memorial Town Hall including Temora Town Hall Theatre	Environmental Services Technical Officer	Promotion strategy developed in conjunction with Communications Officer	Completed for Current Year		Meeting held with Economic Development Manager and Communications to discuss, implement and action plans. Items including bar stools, wine glasses, serving trays and wine buckets were purchased during the year. Further discussions in regard to engaging a local photographer to capture professional images of functions held to use for promotional/marketing material. A meeting was also held with Economic Development Manager and Communications Officer to discuss upcoming events within the community that could make use of the Town Hall facility, and ideas for promotional material and marketing. A promotional pamphlet is a work in progress.

Economic Development, Tourism & Resident Attraction

Key Functions - Economic Development, Tourism

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Develop priority projects to 'shovel ready' in order to take advantage of funding opportunities as they arise.	Economic Development Manager	Funding application for Lake Centenary Master Plan submitted	Completed for Current Year		Railway Precinct Master Plan community consultation, business case development and design concept design commenced and scheduled to run through until August 2023. Ambulance Museum Stage 3 development application approved by Joint Regional Planning Panel and shovel ready. Awaiting announcement of appropriate fund for construction phase. Airpark Expansion - expression of interest submitted for funding up to 63 lots under the Growing Regional Economies Fund. Invitations for round 2 of the program expected in July 2023. Lake Centenary Master Plan - Awaiting outcome of Boating Now funding application.
		Funding application for Railway Precinct Master Plan submitted			
		Funding application for Ambulance Museum Stage 3 development submitted			
		Application for funding of Apollo Place development submitted			

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
		Temora Aerodrome expansion plans confirmed			
Economic Development - Actively target, and support businesses that enhance and diversify the local economy	Economic Development Manager	Attraction of new business	Completed for Current Year		2022/23 has been a significant year in terms of business growth. Several new smaller business have established and many existing businesses have expanded. The remains a significant pipeline of businesses looking to establish or continue to expand in the Shire, coupled with large infrastructure projects that will provide a sizeable economic contribution. Challenges with finding skilled workers, housing shortages, long lead times on securing supplies, and rising costs of development , are also causing delays to business growth.
Economic Development - Provide advice and support to TBEG including provision of assistance to employ an Executive Officer	Economic Development Manager	Support for TBEG	Completed		TBEG continues to provide an important partnership with Council, operating as the main connection to the business community and delivering key events and activities that support Council's objective to grow the economy and support economic and community prosperity. Council's financial contribution to TBEG is essential for maintaining the financial sustainability of the organisation and provides a substantial return on investment when compared with funding a staff member to undertake the same works.
Economic Development - Attend relevant Economic Development Forums and conferences	Economic Development Manager	Attendance at RAI Regions Rising Conference	Completed		Forums attended include the Quarterly RDA Riverina EDO forums, LG NSW Tourism Conference, and RAI Regions Rising Conference.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Economic Development - Develop strategies to invigorate the Hoskins St CBD to ensure future prosperity	Economic Development Manager	Report to Council and strategies implemented	Completed for Current Year		Hoskins Street Upgrade - Concept Plan prepared and detailed engineering plans are being prepared by successful tenderer, Tonkin and Associates. Once finalised council will conduct a community consultation program including business owners in the affected blocks. Night Time Economy Strategy - TBEG engaged to assist with developing the strategy over H2 of 2023. Outdoor Dining Policy - reviewed and updated to encourage outdoor dining through a simplified process.
Economic Development - Support the expansion of shopping experiences with Temora	Economic Development Manager	Conduct a retail merchandising course for local business	Completed		There continues to be a strong growth in shopping experiences in Temora with retail spaces consistently being filled as new enterprises open. Sales of existing businesses to new owners has also been relatively strong. The rise in interest rate and increasing inflation is proving a challenge for many small business owners. This will need to be monitored over the coming year as reduced consumer spending begins to impact shop owners.
Economic Development - Support businesses to attract and retain a skilled work force	Economic Development Manager	Support to find skills through the GROW program	Completed		Along with participation in programs to encourage workforce attraction such as NSW GROW, Country Change, and Regional Activators Alliance, Council has supports businesses to attract and retrain staff by regularly publishing a list of local job vacancies, coordinating the Temora Careers Network, promoting apprenticeship and traineeship opportunities, and partnering with TBEG to undertake an HR capability assessment.
Support relevant organisations to prepare grant applications and predevelopment templates	Economic Development Manager	Grant assistance advertised Provide grant assistance to local organisations	Completed for Current Year		A successful year in assisting various organisations to complete funding applications and secure funding. Organisations supported include the Temora Medical Complex, Temora Bowling Club, Teyes Australia, Temora Golf Club, Temora Public School, Temora High School, Ariah Park Central School.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Economic Development - Participate in relevant Government and Non-Government programs for regional growth	Economic Development Manager	Country Change agreement signed	Completed for Current Year		With more jobs than people workforce attraction continues to be the major focus of regional growth programs. Council continues to be an active participant in the Country Change program, Regional Activators Alliance, and NSW GROW program as means to attract skilled workers to the Shire.
Tourism - Ensure Visit Temora brochures and pdf's are continually updated	VIC Manager	Review brochure and stock levels and report to the Economic Development Committee	Completed for Current Year		Canola Trail brochure remains current and the Temora Down to Earth brochure supplies have been exhausted. Consideration is being given to updating the latter document.
		Refreshed PDF's are published and distributed			
Tourism - Review the merchandise offerings at VIC including Canola Trail, with a focus on locally produced products	VIC Manager	Investigate options for merchandise at Temora VIC with a primary focus on quality local and Australian made products	Completed for Current Year		Council established tourism initiatives have been supported and new collateral includes a Canola Trail postcard and fridge magnet.
		Merchandise stocked by VIC to be sourced locally			

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Tourism - Encourage all tourism operators to get listed on Get Connected, Council Website, Google and Trip Advisor	VIC Manager	Contact all tourism operators regarding status and feedback on listings and report to Economic Development Committee Operators listed on websites and apps	Completed for Current Year		Tourism operators are encouraged to list and update their business sites on Google, Tripadviser, Temora Website and Get Connected. At present tourism operators listed on Google = 88.23% Trip adviser = 54.41% Temora Website 86.76% and Getconnected 31.88%.
Tourism - Develop tools that encourage conference and events organisers to come to Temora Shire	VIC Manager	Conference and events guide published	Completed for Current Year		A database has been completed with all possible places to hold events/ conferences. The database includes the place, address, contact details and how many the venue will hold. This can be emailed, posted to event organisers wishing to hold an event/ conference/workshop in the Temora Shire.
Tourism - Maintain membership of, and actively participate in, regional tourism bodies	Economic Development Manager	Visit Riverina agreement signed	Completed		Active membership in VIsit Riverina maintained through 2022/23. Active participation in the initiatives directed by Destination Riverina Murray.
Tourism - Work with Junee and Coolamon Shire's to actively develop and promote the Canola Trail experience and brand in all relevant tourism channels	Economic Development Manager	Report to Council regarding Canola Trail activities	Completed for Current Year		A successful year for the Canola Trail, the first year with new industry partners in the Junee Licorice Factory, Temora Aviation Museum and Coolamon Cheese. The partnership is in a strong position to leverage the joint funding and marketing resources of the member organisations.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Visitor Information Centre - Proactively maintain and distribute new residents packs to solicitors and estate agents as well as directly to new residents	VIC Manager	Ensure all real estate agents and solicitors have an adequate supply of new resident kits	Completed for Current Year		New Resident packs are reviewed and updated every three months. Real estate agents are contacted and asked how many new packs they would like. New packs are then delivered. Approximately 30 packs have been given out in the last 12 months.
Tourism - Proactively engage new and existing tourism operators to ensure that they are utilising the full range of services offered by Visit Temora	VIC Manager	Temora Shire Tourism Forums held	Completed for Current Year		The annual Tourism Forum was held to engage new operators on the 7th June.
Visitor Information Centre - Research new commercially viable visitor experiences that can be coordinated by the VIC	VIC Manager	Provision of update to Economic Development Committee of existing and new experiences quarterly	Completed for Current Year		Information has been forwarded on with ideas for the Master plan for the Railway Precinct for an exhibition Centre showcasing grain that is grown in our region. The exhibition Centre could show the stages of grain growing and being harvested, stored and the uses for it after it is harvested. Models of different machinery used to cultivate, and harvest, samples of different grains to be on show. This could be coordinated by the VIC if implemented.
Visitor Information Centre - Maintain a Tourism Operators Database	VIC Manager	Development and maintenance of a comprehensive database that includes services, contact details, hours of operation at a minimum	Completed for Current Year		A Tourism Database has been maintained for the current year.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
		Self preference management email issued to all database contacts			
Visitor Information Centre - Create and distribute a list of services and opportunities specific to tourism operators	VIC Manager	Create and maintain currency of an electronic mailing list of Tourism operators	Completed for Current Year		Photocopied lists featuring opportunities for Dining out, Accommodation, Sport & Recreation, Regular Events, For the Kids, Pampering, Antiques and Boutiques lists are produced and updated on an ongoing basis and available for collection from the Visitor Centre
Economic Development - Develop a night time economy activation plan in conjunction with TBEG	Economic Development Manager	Activation plan developed and submitted to Council	Completed		TBEG engaged in May to develop a plan throughout 2023/24
Economic Development - Work with Environmental Services, state agencies, landowners and local developers to ensure there is a sufficient pipeline of available land for development	Economic Development Manager	Development application for new industrial land submitted	Completed		With over 400 new lots either under construction or in the pipeline, Temora Shire remains in a relatively strong position with regard to the supply of residential and industrial land. Council's Deferred Developer Infrastructure Payment Policy plays a key role in securing private development in the shire. The gradual review of the LEP and rezoning of packaged lots also ensures that there will be land available beyond the existing pipeline. There continues to be a need to secure a agricultural business park for industries not suitable for the industrial estate. Council officers are working with private landowners to identify suitable sites.
Tourism - Support for Warbirds 2022	General Manager	Successful Warbirds Downunder event	Not Due To Start		Warbirds cancelled for 2022.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Youth - Support work experience and school based training programs offered by schools within the Shire	Youth Development Officer	Form the Temora Careers Network	Completed for Current Year		Temora Youth Careers Network (TYCN) met regularly, attended by TAFE, RIEP (Regional Industry Education Partnerships), Council representatives (Youth Development Officer, Economic Development Manager & Officer) & local school careers advisors. The group aims to support young people into work, identify needs of local youth, share resources, plan activities, coordinate communication & work with local businesses. Positive outcomes from TYCN include: Following discussion, RIEP program will deliver Gen T program with THS and local businesses; Support for TAFE open day; THS funded for 10 students to participate in Girls Can Too program at TAFE Wagga to try trades; YDO discussed options with Rotary to support & increase participation in 'Mock Interview' evening; Assist careers advisors with engaging local speakers for school based programs. TAKE THE LEAD Youth Leadership Program strengthened community connections & helped young people confirm their place in Temora community.
Youth - Promote apprenticeship and traineeship opportunities within the Shire	Youth Development Officer	Apprenticeship and trainee opportunities list promoted through schools and social media	Completed for Current Year		Temora Careers Network met regularly throughout the year. Members include representatives from Council (Youth Development Officer, Economic Development Manager and Economic Development Officer), Temora TAFE, RIEP (Regional Industry education Partnerships) and Temora High School. Ariah Park Central and St Anne's Central School attended our most recent meeting. The REIP program will continue to promote apprenticeship and traineeship opportunities with local employers to local students this year.
Visitor Information Centre - Maintain accreditation	VIC Manager	Maintenance of accreditation	Completed		Accreditation has been maintained

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Economic Development - Support the concept of local markets	Economic Development Manager	Conduct of markets in Temora	Completed for Current Year		Since the Quota Club discontinued there have not been any regular markets in Temora. The operator of the Temora Town Markets has the intention to deliver more markets however is time poor. Market opportunities exist through events such as the TBEG Christmas Fair, T-Light, and the Youth Made Markets program.
Support the delivery of improved mobile phone coverage	General Manager	Level of satisfaction with coverage	Completed for Current Year		Submissions made to Telstra and Government regarding black spots
Economic Development - Identify strategies to meet the requirements for temporary worker accommodation	Economic Development Manager	Report on temporary worker accommodation presented to Council	Completed		The need for temporary worker accommodation continues to be a hot topic across the region driven by several large scale infrastructure projects. Council officers continue to work with regional agencies such as RDA Riverina and the Industry Capability Network, as well as directly with project managers to understand the demand for and timing of accommodation. Where possible, officers are encouraging developers to consider and plan for housing early, connecting developer with housing providers and landowners in creative ways. With delays to Inland Rail's Illabo to Stockinbingal project and minimal details available about the accommodation needed to house workers for the hospital upgrade, there is further that can be done until more clarity is available and successful tenders for the works are announced.
Investigate opportunities to assist access to tertiary and vocational education within Temora Shire	Economic Development Manager	Report to Council on opportunities	Referred to the Next Financial Year		This action has not progressed due to a focus on other projects.

Emergency Services

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Develop an emergency communications procedure	Engineering Works Manager	Development of procedure for submission to Council	Referred to the Next Financial Year		Initial discussion and investigation carried out between Engineering Works Manager and Communications Officer. The matter has been referred to next financial year for completion due to extended leave for the communications officer.
Hold 3 (three) meetings of the LEMC annually	Engineering Works Manager	Meetings held	Completed		Three meetings held for 2022-23 year being 3rd August 2022, 7th December 2022 and 4th April 2023.

Engineering Services

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Development of a maintenance Memorandum of Understanding (MOU) and technical procedure with Goldenfields Water County Council for working within the road reserve and requirements of road re-instatement works	Engineering Works Manager	MOU adopted by Council and signed by Goldenfields Water	Referred to the Next Financial Year		Ongoing matter, with some progress in April 2023 with a meeting held between council officers and Goldenfields Water delegated officers. Matter still needs further work next year to finalise.
Develop a S138 Policy & Procedure Framework for Works in the Naturestrip / Road Reserve applicable also to utility providers	Engineering Assets Manager	Policy developed and endorsed by Council	Referred to the Next Financial Year		Gathered information, however have been unable to resource development of Council policy at this stage.
Review of engineering policies and procedures	Engineering Assets Manager	Review all engineering policies identified for review	Completed for Current Year		RAV Policy Reviewed, TIAC Dam Policy Reviewed.
		Review engineering procedures			

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Review of plant and equipment policy framework and Asset Management Plan	Engineering Works Manager	Undertake review and report to Manex to develop policy for presentation to Council	Referred to the Next Financial Year		Councils Plant Manager retired in June 2023. Once a new Plant Manager commences in the position this policy framework will be reviewed to include input from the new manager to be undertaken in the 2023-24 year.
Road Safety - Support programs by the Road Safety Officer that promote responsible behaviour in vehicles pertaining to drugs and alcohol	Road Safety Officer	Increased knowledge of risks associated with drugs and alcohol	Completed		Project Completed.
Hold a minimum of one Roads Hierarchy Committee meeting annuallywith a view to transitioning to comprehensive Asset Management Committee meetings	Engineering Assets Manager	Conduct of meeting	Referred to the Next Financial Year		Incomplete. Overlaps with Assets and Operations. Think it needs to stay but we need to define the purpose and terms of the committee.
Hold a minimum of 4 Traffic Committee Meetings annually	Engineering Works Manager	Conduct of meeting	Completed		4 Traffic Committee Meetings held during the 2022-23 year with the last one 6th June 2023.
Road Safety - Maintain RSO Facebook page and update Council's social media platforms and website with up-to-date road safety information	Road Safety Officer	Social Media Post	Completed for Current Year		Continuing to update Facebook page with relevant road safety information.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Road Safety - Undertake programs in accordance with the LGRSAP	Road Safety Officer	Programs conducted	Completed for Current Year		Projects completed.

Engineering Works

Key Functions - Parking, Street Lighting, Street Trees

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Complete design of Improvements to drainage in Industrial area and schedule delivery	Engineering Assets Manager	Design complete and delivery scheduled	Completed for Current Year		Ongoing. Design complete for industrial area and Gallipoli Street. More design is required crossing the Burley Griffin Way. This will occur in the 2023/2024 financial year.
Street Trees - Implement priority actions for removal and replacement	Engineering Assets Manager	Employ a suitably qualified contractor to undertake a street tree audit	Completed		2023 Street Tree Audit completed in June 2023 and will be presented to Council in July 2023.
Investigate the modification of entrance signs to reflect the indigenous history of the area	Engineering Assets Manager	Refer matter for consideration of Signage Committee	Not Progressing		
Review provision of streetlighting and TSC streetlighting standards	Engineering Assets Manager	Report to Council	Completed		Committee meeting held in June 2023. Street lighting policy is out for public comment.
Finalise design of Main Street upgrade extension - Temora, including scope and costings	Director of Environmental Services	Design completed and accepted by Council	Referred to the Next Financial Year		Concept Plan prepared and detailed engineering plans are being prepared by successful tenderer, Tonkin and Associates. Once finalised council will conduct a community consultation program including business owners in the affected blocks.

Environmental Services

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Commitment by Council to the Fight the Fruit Fly Committee	Director of Environmental Services	Continue to provide funding for the activities of the Committee	Completed for Current Year		Financial and advisory assistance provided to the committee
Noxious Plants - Review weeds functions to determine actions to maximise effectiveness of Council spend	Director of Environmental Services	Review policy and provide report to Council	Completed		Weed Action Plan adopted and Local Land Service invoiced for Riverina Eastern Noxious Weeds Association funding allocation. Additional funds sourced and applied to cover another unusually wet growing season

Governance

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Fully implement the capital evaluation template into Council operations	General Manager	Implement template for all capital works	Referred to the Next Financial Year		Engineers to complete implementation in new financial year
Investigate corporate offerings for Councillors and Senior Staff representing Council (ties, blazer etc)	General Manager	Report on options to Council	Completed for Current Year		No budget to complete action
Advocate for and participate in the development of an appropriate clinical services plan for the proposed new Temora Hospital	General Manager	Advise MLHD of desire to be involved in writing	Completed		Council has participated in all meetings with representative of Murrumbidgee Local Health District and consultants. The developed clinical services plan generally reflects the views of Council and community

Advocate to the State Government on behalf of the Community for the retention of: * Schools within Temora Shire * Health Services within Temora Shire * Adequate Police Numbers * Electoral Commission re pre-poll voting in Temora in State Elections * Lobby for constitutional recognition of Local Government * Support removal of pre-amalgamation representation on Goldenfields Water for amalgamated councils * Lobby government for ongoing support for TAIC * Lobby government for retention of Library funding * Lobby government for a more equitable and meaningful Rate Pegging system * lobby for the abolition of the cost impost of the ESL	General Manager	Advocate in writing and face to face meeting	Completed for Current Year		Ongoing advocacy. Specific succes including: * Commitment to construct new hospital * Election Pre Poll * Review of rate pegging legislation No success with ESL or RFS assets

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
* Support the removal of RFS Assets from Councils books * Lobby for the retention of TAFE services in Temora					
Implement the Sect 355 committee adopted guidelines and advertise opportunity for community participation	General Manager	Conduct training for S355 committees Advertise availability of committee participation options	Completed for Current Year		Guidelines implemented. Training of committees to be arranged. Advertisements placed to enable volunteers to be involved in committees
Review the Code of Meeting Practice to determine appropriate first nations recognition	General Manager	Hold a Council workshop to discuss Code of Meeting Practice Present amended code for adoption by Council	Completed		Code of Meeting Practice updated inclusive of first nations acknowledgement
Lobby federal government for ongoing increased local road funding	General Manager	Write to local member	Completed for Current Year		Ongoing action
Villages - Hold a committee meeting (Assets & Operations) at Ariah Park	General Manager	Hold meeting at Ariah Park	Completed		Meeting held March 2023

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Advocate to the Federal Government on behalf of the Community for the retention of: * Health Services within Temora Shire * Electoral Commission re pre-poll voting in Temora in Federal Elections * Lobby for the retention of R2R and FAG funding * Lobby for constitutional recognition of Local Government * Lobby government for ongoing support for TAIC * LG seat on National Cabinet * Lobby for access to full Centrelink services	General Manager	Advocate in writing and face to face meeting	Completed for Current Year		Ongoing advocacy occurring. Specific success with * Seat at National Cabinet * Pre poll voting
Develop a series of workshops to inform volunteer committees	General Manager	Conduct of information seminars	Not Progressing		Unable to organise the workshops during the financial year.
Lobby state government for secure, recurrent local road funding	General Manager	Write to local member	Completed for Current Year		Ongoing representations through local member and TfNSW

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Advocate for the construction of a new Temora Hospital	General Manager	Involvement in MLHD Planning	Completed for Current Year		Commitment made State Government. Council will continue to ensure that the project progresses. Representations made to new government to ensure commitment is maintained.
Maintain communication at an official level between Council and Temora Hospital administration and LHAC	General Manager	Communication established Council representation on LHAC	Completed for Current Year		Ongoing program. Council representation maintained on LHAC
Maintain communication at an official level between Council and Temora Police	General Manager	Regular contact with Police	Completed for Current Year		New arrangement required after Inspector commences
Maintain communication at an official level between Council and the Temora Community Centre	General Manager	Communication established	Completed for Current Year		Ongoing program. Regular meetings held with staff and Temora Community Centre. Council actively participate in Interagency meetings

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Maintain membership to following organisations: * Eastern Riverina Arts, * REROC, * Riverina JO, * Visit Riverina, * Local Government NSW, * Riverina Regional Library Service, * Country Mayors Association, * Lachlan Valley Transport Committee, * Australian Airports Association	General Manager	Membership maintained	Completed		Memberships maintained

Heritage

Key Function - Bundawarrah Centre, Heritage, Railway Precinct

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Commitment to the Temora Shire Sportsman Walk of Honour	Director of Administration and Finance	Budget provided as nominees are identified	Postponed by Council Decision		No budget allocation for 2022/2023. Allocation will be made in future years as required.
Temora Railway Precinct - Seek grant funding for the development of a Railway Precinct Master Plan	Town Planner	Liaise with Transport for NSW to develop project brief, costing master plan and plan preparation	Completed for Current Year		Consultants have been engaged and preparation of master plan is underway.
Bundawarrah Centre - Deliver the project for the museum entry walkway to improve visitor flow	Director of Environmental Services	Finalise plans and tender specifications	Referred to the Next Financial Year		Initial tender processed completed. Successful tender awarded, however later pulled out of the project due to staffing issues. Two projects have been combined in order to increase the scope of work to make the job more attractive and entice more contractors to apply. New tender has been advertised with a closing date of 9th June, 2023. Work will be required to be completed prior to the 2024 Open Day
		Appoint contractor to undertake project			
		Completion of project			

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Bundawarrah Centre - Produce and implement a volunteer attraction and retention plan for the Bundawarrah Centre	Rural Museum Manager	Volunteer Attraction and Retention Plan adopted	Completed		The current policy has been reviewed by the Bundawarrah Centre Manager and Visitor Information Centre. No alteration is recommended.
Bundawarrah Centre - Deliver the feasibility study and concept plans for the construction of the Ambulance Museum Stage 3	Rural Museum Manager	Completion of plans	Completed		The planning of Stage 3 of the NSW Ambulance Museum at the Bundawarrah Centre has now reached the point where it can be considered "shovel ready" should an appropriate funding opportunity be identified.
Bundawarrah Centre - Installation of toilets for TEM-FM	Director of Environmental Services	Completion of project including consultation with committee	Completed		Project completed
Heritage - Continue the Temora Heritage Advisor program	Director of Environmental Services	Seek ongoing funding for the delivery of program	Completed for Current Year		Good achievements delivered by the TSC Heritage Committee. Annual report prepared and submitted to NSW Heritage Office acquitting all current funding programs. New funds secured for 2023/24
Heritage - Undertake a program of informing the community regarding the activities of the Heritage Committee	Communications Officer	Regular updates on Council media outlets	Completed for Current Year		The Communications Officer works closely with the Environmental Services Technical Officer to create social media posts and Narraburra News articles relating to the Heritage Committee projects.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Heritage - Support the Heritage Assistance Fund. Support community heritage groups in accordance with policy	Director of Environmental Services	Seek ongoing funding for the delivery of program	Completed for Current Year		All funds utilised and annual report furnished to NSW Heritage Office acquitting all funding programs satisfactorily. New round of funding secured for 2023/24
Bundawarrah Centre - Develop virtual tour of facility and visitor site map (subject to grant funding)	Rural Museum Manager	Specification developed and application made for grant funding	Referred to the Next Financial Year		Planning and development of the virtual tour is progressing slowly. Funding for the re-development of the entry portal has been secured by Council and final adjustments are being made to this aspect of the project. Engagement of professional services to prepare the virtual tour remains dependent on future grant funding but in the interim, training of staff in some aspects of capturing and sharing insights into the collection has been undertaken recently.
Bundawarrah Centre - Attraction and conduct of temporary exhibitions	Rural Museum Manager	Conduct of exhibitions	Completed for Current Year		Despite limitations placed on our schedule by the effects of the pandemic, we were able to present a range of exhibitions, headlined by the display presented as a tribute to local artist, Mr. David Schlunke. The Bald Archy Prize Exhibition will return later this year after an interruption occasioned by the death of its founder, Mr. Peter Batey.

Property Services

Key Function - Cemeteries, Council Properties, Public Toilets,

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Public Toilets - Upgrade of Harper Park toilets	Director of Environmental Services		Referred to the Next Financial Year		Funding received via Local Roads and Community Infrastructure Round 5 secured in February, 2023. Planning phase now completed. Tender and construction works programmed for 2023/24.
Apollo Place - Investigate opportunities to develop subdivision in partnership with not for profit 3rd party	Town Planner	Submit report to Council following Council workshop	Completed		Sale of land to Dr Parry Memorial Homes complete
Lobby for the installation of public toilets at roadside stops	Engineering Works Manager	Correspondence sent to TfNSW	Completed for Current Year		Matters referred as project proposals to Transport for NSW still awaiting feedback or response to council.
Public Toilets - Review directional signage to toilet facilities	Engineering Works Manager	Review signage requirements and report to Council	Completed		Signage completed as per resolution of signage committee and council.

Public Health

Key Function - Community Health Programs, Food Control

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Advocate for the retention of a Visiting Medical Officer and commencement of Pathology services to Ariah Park	General Manager	Advocacy undertaken	Completed		Visiting Medical Officer continues to visit Ariah Park. Letter written to DHM regarding potential for pathology visits.
		Formal representations to doctors and pathology providers			
		Visitation by medical practitioner to Ariah PArk			
		Commencement of pathology services to Ariah Park			
Provision of accommodation at affordable rates and sponsorship of medical scholarships such as Bush Bursary	General Manager	Doctors requirements are met	Completed for Current Year		Ongoing accommodation provided to Medical personnel and medical students

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Act as facilitator of CDAT funding	Director of Administration and Finance	Grant acquittals completed annually	Completed for Current Year		This item is ongoing.
Proactively support and promote community mental health facilities and programs	Economic Development Manager	Attendance at Interagency Meetings	Completed for Current Year		The relationship with the Temora Community Centre has significantly improved over the past 12 months due to an effort by Council officers to more regularly engage with Centre staff. This has resulted in a better understanding of the programs and services offered by the Centre and more collaboration on projects to support the well-being of residents, such as the Family Expo held in October 2022 and the Embrace Festival held in April 2023. Council was also successful in receiving funding to roll out The Resilience Project to THS, TPS , APCS and St Annes which will help improve practices of mindfulness, gratitude and empathy in younger people and the wider community as it is rolled out in the coming 12 months.

Recreational Services

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Investigate recreational cycling routes - design only	Engineering Assets Manager	Report to Council on recreational cycling routes	Completed		Sent to Council for consideration in May 2023.
Bob Aldridge Park - Demolition and replace amenities / spectator shelter. Current amenities are in very poor condition. Desire to centrally locate any new amenities	Director of Environmental Services	Determine a position regarding demolition/retention of existing amenities Completion of project	Referred to the Next Financial Year		Tender let and construction commenced. Sanitary drainage installed and connected and slab completed. Contractor had trouble sourcing matching concrete blocks, which has lead to delays. Project will now be completed (including partial demolition of old kiosk/change room) by September, 2023
Nixon Park - Top dressing and reshape (No 2)	Engineering Assets Manager	Completion of project	Referred to the Next Financial Year		Rolled into 2023/2024 Financial year. I feel it is likely the project will have to be delivered over multiple years (2-3) in the summer growing period. We have found that if we top dress to heavy > 20-30mm it chokes out the underlying turf.
Investigate the issue of collection of an equitable contribution towards the provision of sports facilities from sporting groups	Engineering Assets Manager	Report to Council following the Recreation and Open Spaces Strategy adoption	Completed for Current Year		Outcome of the Rec and Open Spaces Workshop. Specific report relating to sports facility user charges will be tabled to Council in 2023/2024 financial year.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Edis Park - Install swing set and improve accessibility to playground	Engineering Assets Manager	Project completed on budget	Referred to the Next Financial Year		Delivery not funded until 2023/2024 under LRCI 4.
Maintain a comprehensive and regular playground inspection system for all Council facilities	Engineering Assets Manager	Review system implementation to ensure correct usage	Completed for Current Year		Complete. Dedicated inspection delivered at 3 monthly intervals.
Bradley Park - Add to play experience and improve inclusivity of park (remove edging / provide path)	Engineering Assets Manager	Funding sought for upgrade	Completed for Current Year		Successful in obtaining $345,000 Grant funds. A total of $500,000 allocated for construction in 2023/2024 financial year.
Lake Centenary - Install bridges on walking track	Engineering Works Manager	Completion of project	Referred to the Next Financial Year		No work undertaken in 2022-23 year due to above average rainfall maintaining Lake Centenary at a full level which has continually delayed this project. Project has since received funding in the 2023-24 year for delivery through the Places to Swim Grant Program.
Lake Centenary - Seek grant funding for the development of a Lake Centenary Master Plan	Economic Development Manager	Funding application made	Completed for Current Year		Awaiting assessment of the funding application under the NSW Boating Now program.
Lake Centenary - Reseal internal roads and car park	Engineering Works Manager	Completion of works	Referred to the Next Financial Year		Budget not committed for 2022-23 in final budget and was pushed back to 2023-24 financial year funded through a flood recovery grant.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Hillview Park - Solar Lighting Installation	Director of Environmental Services	Review funding opportunities	Postponed by Council Decision		Dependent on Grant Funding. No grant funding received or funding allocated by TSC in 2022/23 Financial year
Bradley Park - Install toilet block	Director of Environmental Services	Review funding opportunities	Completed		Master planning process of Bradley Park underway. Funding received. Planning underway. Quotes received. Order placed with Cleverdons Steel Construction. Work on the toilet block will be carried out by 30th September, 2023. Note: Other works outlined in the site masterplan will be completed by 30th June, 2024 in order to satisfy funding program ($345K from NSW Govt Places to Play funding program + $50K from TSC's developer contributions fund)
Callaghan Park - Replace 125m of poor condition and undersized 900mm wide path to old pool / heated pool entrance (linking BBQ shelter)	Engineering Works Manager	Completion of project	Referred to the Next Financial Year		Project was pushed out of 2022-23 Financial Year and has funding committed in the 2023-24 financial year.
Harper Park - Upgrade toilets	Director of Environmental Services	Review funding opportunities	Referred to the Next Financial Year		Funding received via Local Roads and Community Infrastructure Round 5 secured in February, 2023. Planning phase now completed. Tender and construction works programmed for 2023/24.
Harper Park - Improve accessibility (gates, paths, etc)	Engineering Assets Manager	Investigate project and report to Council for inclusion in future budget	Referred to the Next Financial Year		Budgeted for delivery in 2023 / 2024.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Formally adopt and respond to the findings of the Recreation and Open Space Strategy	Engineering Assets Manager	Inclusion in planning process	Completed for Current Year		Councillor Workshop held resulting in a series of sub plans to be developed. This will be a long term multi year job / objective.
Data collection, asset register and mapping of recreational spaces	Engineering Assets Manager	Complete data collection and develop asset register	Completed		Data collected, processing and valuation complete in anticipation of audit in early 2023/2024.
Ariah Park pool - Repaint	Director of Environmental Services	Pool repainted	Completed		Work commenced in May 2023. Project will be completed prior to 30th June, 2023
Temora Swimming Pool - Redevelopment of 50 mtr pool	Director of Environmental Services	Project completed	Completed		All works completed and grant funds acquitted satisfactorily.
Temora Recreation Centre - Review the operations and promotion of Temora Recreation Centre	Director of Environmental Services	Prepare new marketing strategy with the opening of the upgraded pool	Completed		Satisfactory result - Opportunities still available for improvement in next season, to coincide with SCCF Round 5 grant for Pool surrounds upgrade
Temora Recreation Centre - Replace Temora heated pool gas burner with electric heat pump	Director of Environmental Services		Completed		Works completed. Working well

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Villages - Support community in the establishment of a nature walking track and bicycle track from Broken Dam Heritage Area to Ariah Park Cemetery (Subject to Grant Funding)	Engineering Assets Manager	Scope and feasibility reported to Council	Completed		Complete.

Regulatory Control

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Ensure that all regulatory inspections are carried out, including • Footpath dining • Certificate approval • Inspection of regulated premises • Food premises • Septic tanks • Swimming pools	Director of Environmental Services	Footpath dining compliance inspections completed annually conducted by Ranger/Law Enforcement	Completed for Current Year		Routine Inspections have been carried out in accordance with statutory obligations
		Certificates processing time			
		Regulated premises inspected annually			
		Regulated food premise inspection			
		Onsite Sewerage Management Systems			
		Private Swimming Pools			

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Report statistics of number of Development Applications, Complying Development Applications and assessment times. Planning Reports to Council where required	Director of Environmental Services	Statistics collated and presented to Council	Completed		Completed - This action longer required. (superseded by NSW Planning Portal function)
Provide monthly report to Council about ranger activities incl. parking, companion animals	Ranger	Report to Council monthly on Ranger activities	Completed		Monthly reports to council are on going, major activities reported some minor issues not reported.
Complete amendments to the Temora Local Environmental Plan 2010, as directed by Council and with the support of the NSW Department of Planning, Infrastructure and Environment, including Ariah Park village, residential land, industrial land and rural land	Director of Environmental Services	Residential Housing Strategy adopted by Council	Referred to the Next Financial Year		Progress made on several Local Environmental Plan issues. Some progress delayed due to flood planning process. Ongoing in 2023/24 and beyond
		Residential land LEP amendments reviewed by Council			
		Ariah Park Flood Study report adopted by Council			
		Temora Flood Study report adopted by Council			

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
		Ariah Park LEP amendments reviewed by Council			
		North /Airport Streets rezoning completed			
Review the Department of Planning Urban Design Guidelines	Town Planner	Review guidelines and prepare summary for presentation to Council	Completed		Guidelines noted by Council and will be considered as part of future upgrade projects in Temora Shire, including Hoskins Street Stage 2 upgrade and Temora Railway Precinct.
Use available channels to assist in rehoming companion animals	Ranger	Number of pets rehomed advised to Council annually	Completed for Current Year		Rehoming agencies are touching base ,some are worth consideration most are still under pressure with availability of space. RSPCA still unable to offer assistance, most boarding kennels very limited room. Foster carers try to do everything they can especially when it comes to kittens. Euthanasia still on going especially with feral cats and dumped cats sick and uncared for ,all efforts taken for best results. Photos and information on all companion animals under care are sent through to rescue groups to present to possible carers and new owners.
Determine a policy outlining the relationship between Council and Temora	Ranger	Formal negotiations between Council and Temora Veterinary Clinic	Completed for Current Year		Temora veterinary clinic assisting if possible with any rehoming although this is minimal,Ranger has contacted Cootamundra vet clinic and Junee they are proving very helpful. Two new rescue groups are assisting with rehoming.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Veterinary Clinic and pet rescue groups		Development of an MOU between Council and Temora Vet Clinic			Collecting of rescued animals is still a minor issue. Relationship with Veterinary clinics very amicable.
Review the policy regarding the enforcement of parking rules in Temora CBD	Director of Environmental Services	Review policy and provide report to Council	Referred to the Next Financial Year		Not completed. To be undertaken by September 2023

Resident Services

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Undertake a study to determine the public transport needs of residents	Economic Development Manager	Study conducted and presented to Council	Referred to the Next Financial Year		This project has not commenced and will be referred to the 2023/24 financial year.
Villages - Retain staff member at Ariah Park	Engineering Assets Manager	Retention of staff member based in Ariah Park on Council payroll	Completed for Current Year		Complete for current year.
Maintain CCTV system in Temora to a modern standard acceptable to the users of the facility.	IT Officer	Uptime of system Design and install updated of network	Completed		System upgraded including replacement of older cameras, extension of network to include NRCC House and Little Baker Street, standardisation of wireless network and installation of number plate cameras.
Undertake upgrade of current network to overcome wireless issues and camera quality (subject to grants)	Administration and Finance Manager	Preparation of strategy/ plan for next phase including costings	Completed for Current Year		System has been upgraded to modern standards. Improvements to night vision, number plate recognition and wireless technology has occurred. Network has been extended in areas that have been identified as a concern.
Provide the Service NSW Agency at no cost to Council	Director of Administration and Finance	Annual review of budget	Completed		This service is meeting its expected outcomes and is being provided at no cost to Council.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Review the operations of the Service NSW agency including hours of operation	Director of Administration and Finance	Review completed and report to Council	Completed		Hours of operation have been extended by half an hour with the agency now opening at 8.30am. Will continue to monitor wait times.

Risk Management

Key Function: Occupational Health and Safety, Risk Management

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Integration of Quarry Management Plan into the Council Integrated Risk Management Plan	Engineering Works Manager	System integrated into Risk Management Plan	Completed for Current Year		New Quarry Management Plan drafted, with a GAP analysis undertaken in May 2023 by an external consultant. A further consultant engaged to take drone footage of all council quarries to allow development of Quarry Site Safety Plans as required under the Act. This is progressing for inclusion in Quarry Management Plan. GAP Analysis to be actioned in 2023-24 year.
Develop an integrated safety, quality and environmental management system	Safety and Systems Coordinator	Complete appropriate Auditor training Conduct internal audits in accordance with RfNSW requirements	Completed for Current Year		The majority of the WHS projects planned for 2022/2023 were completed, with some extra projects being added following the WHS Audit. Higher priority projects identified as part of the audit process and were pushed ahead of the remaining musculoskeletal/manual handling projects, these included Psychosocial Risks, Confined Spaces, WHS Planning and Quarry Risk Management.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
		Installation of working at heights safety systems for Rec Centre, NRCC House & Works Depot			
		Review and redevelopment of hazardous manual tasks procedures involving Participation in the Safework NSW Council musculoskeletal Disorders Program			
		Review and redevelopment of hazardous manual tasks procedures involving development of hazardous manual task risk assessment			
		Review and redevelopment of hazardous manual tasks procedures involving Creation of manual tasks register			

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
		Review and redevelopment of hazardous manual tasks procedures involving ergonomic assessment of staff workstations			
Develop and implement the Audit and Risk Improvement Committee	Director of Administration and Finance	Ensure compliance with risk Management framework	Referred to the Next Financial Year		Regular Risk Committee Meetings have been held with the Risk Committee reporting to the ARIC. Final Guidelines for Risk Management and Internal Audit for Local Government in NSW have been released by the Office of Local Government in NSW. Audit Alliance to discuss structure going forward.
Implement Enterprise Risk Management program	Safety and Systems Coordinator	Review and rewrite Risk Management Procedure	Completed for Current Year		The re-development of the Risk Management Procedure has been deferred to 2023/2024, in line with Office of Local Government guidelines to have the Risk Framework in place by the 30/6/2024. Whilst good progress has been made, it has been difficult to resource this with other higher priority work taking up available time and resources. Workplace Health and Safety (WHS) system improvements have progressed well and all priority actions from the 2022/2023 WHS Self-Audit will be implemented. The WHS priority actions for 2022/2023 include improvements to Confined Spaces procedures and work practices; the development of a WHS Planning procedure and the development of a Psychosocial Hazards Risk Management Procedure, to ensure Council meets changes to WHS legislation in this space.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Undertake Employee programs to support employees in the workforce, including: * Hearing Tests * Mental Health Programs * Skin Checks * Employee Assistance Programs * Health Checks * Team Building Exercises	Payroll/Human Resources Officer	Provide presentation to Manex to develop priority programs for 2022/23 Implement the priorities established by Manex	Completed for Current Year		Ongoing program, Skin Check Clinic completed, Alcohol/Drug random screening completed 26 Sept 2022. James Wood safety presentation to outdoor staff at September breakfast meeting.

Sewerage Service

Key Functions - • Effluent Reuse System • Sewerage System

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Complete the valuation of all underground assets	Engineering Assets Manager	Valuation completed	Completed		Sewer asset revaluation completed and accepted by external auditors.
Undertake Upgrade and renewal works on Sewerage and Recycled Water in accordance with identified program	Engineering Assets Manager	Program completed	Completed for Current Year		CCTV scheduled for early 2023/2024.
Ariah Park - conduct consultation with the Ariah Park community to determine support for the installation of sewerage services within the village	Engineering Assets Manager	Consultation undertaken and reported to Council	Completed for Current Year		Two community meetings held that were subsequently reported to Council. This project will progress into the 2024/2025 financial year. Current council direction we are following is to investigate the use of onsite aerated treatment systems for high loads and seeking grant funding to undertake detailed design and costing of the project.
Undertake CCTV inspection, smoke testing and condition rating of sewerage reticulation network including removal of sewerage infiltration	Engineering Assets Manager	Set targets	Completed for Current Year		CCTV Quotation awarded to be delivered in August 2023. Smoke testing incomplete but equipment has been serviced and materials ordered and ready to commence in 2023/2024.

Support Services

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Depot - Provide a covered storage area	Engineering Works Manager	Completion of construction funded in current year	Postponed by Council Decision		50% of funding committed to be rolled into next Financial Year with remainder of the project funding for delivery. No delivery to take place in 2022-23
Depot - Improvements to chemical storage area	Engineering Works Manager	Construction completed	Completed		Project completed including safety elements with installation of an emergency eye and wash station for the staff in the chemical and emulsion bitumen areas to use in an emergency.

Transport Infrastructure

Key Functions - Footpaths and Cycleways, Road Infrastructure

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Undertake linemarking on Class 2 Roads	Engineering Works Manager	Completion of project within budget allocation	Completed		Completed except for Tara Bectric Road segments being reconstructed which will be undertaken as part of those projects near completion.
Undertake Footpath construction and maintenance in accordance with the Footpath Assets Capital Works Program	Engineering Works Manager	Completion of program	Completed for Current Year		Footpaths in Reid Street and Harrison Street Ariah Park, also Asquith Street, Gloucester Street, DeBoos Street, Aurora Street and Crowley Street. However, for Crowley Street the connecting link on Polaris Street is delayed and will be delivered in 2023-24 year awaiting Telstra to relocate an Elevated Joint (EJ).
Undertake Cycleway construction and maintenance in accordance with the Cycleway Assets Capital Works Program	Engineering Works Manager	Completion of program	Completed for Current Year		No cycleway projects funded for 2022-23.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Undertake Rural Unsealed Roads construction and maintenance in accordance with the Rural Unsealed Roads Assets Capital Works Program	Engineering Works Manager	Completion of program	Completed for Current Year		Gravel Resheets for Quandary Road, Weises Road, Back Ariah Park Road, Nesss Road, Racecourse Road and Reynolds Lane completed in 2022-23. Fraters Speedway and Rees Road deferred to 2023-24 year.
Undertake Rural Sealed Roads construction and maintenance in accordance with the Rural Sealed Roads Assets Capital Works Program	Engineering Works Manager	Completion of program	Completed for Current Year		Works delivered for 2022-23 year with additional programs added including Fixing Local Roads Pothole Round and Regional & Local Roads Repair Program (RLRRP) which had to commence as per funding deeds however majority of works will be undertaken for these programs early in the 2023-24 year.
Undertake Urban Unsealed Roads construction and maintenance in accordance with the Urban Unsealed Roads Assets Capital Works Program	Engineering Works Manager	Completion of program	Completed for Current Year		Works completed for Little Coolamon Street, Ariah Park, along with Matthews Street and Britannia Street Temora. Back Mimosa Road and Delavan Street commenced but not finished. Wattle Street and Nicholson Street yet to commence. These projects funded through Fixing Local Road (FLR) R3 had an extension to delivery timeframe following natural disasters in 2022, allowing works now through to December 2023. Other projects added through recent announcement of FLR Round 4 such as Thom St, Narraburra St, North St and Lucas St which are all unsealed upgrades to seal will only commence in the 2023/24.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Undertake Urban Sealed Roads construction and maintenance in accordance with the Urban Sealed Roads Assets Capital Works Program	Engineering Works Manager	Completion of program	Completed for Current Year		All bitumen reseals planned were completed. Camp Street completed. Little Crowley Street not commenced and likely to be deferred to 2023/24 due to other priorities in grant funding.
Conduct a review of community expectations regarding the provisions of footpaths	Engineering Assets Manager	Consultation undertaken and reported to Council	Referred to the Next Financial Year		Have been unable to resource development of questions that provide a measure provision options against community willingness to pay. Will look to deliver an online survey in the 2023/2024 financial year.
Undertake Kerb and Gutter construction and maintenance in accordance with the Kerb and Gutter Assets Capital Works Program	Engineering Works Manager	Completion of program	Completed for Current Year		Camp Street kerb and gutter delivered, with remaining projects deferred to the 2023-24 financial year resulting from consistent wet weather delaying projects significantly in the 2022-23 year.
Undertake Regional Roads Program in accordance with the determined program	Engineering Works Manager	Completion of program	Completed for Current Year		Works completed for 2022-23 with a minor change to program due to Ariah Park Intersection Lighting (Burley Griffin Way/Mary Gilmore Way) delayed due to an easement issue being resolved seeing design de-certified. Easement issue and re-certification of design is underway and remainder of the project will be delivered in 2023-24.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Undertake Fixing Country Roads/ Heavy Vehicle Safety and Productivity Program in accordance with the determined program	Engineering Works Manager	Completion of program	Completed for Current Year		Tara Bectric Road Segment 4 & 5 completed. Tara Bectric Road Segment 7 commenced but significantly delayed due to natural disasters in 2022. Now scheduled for completion by December 2023.
Undertake Pavement Rehabilitation/ Widening in accordance with the Pavement Rehabilitation / Widening Assets Capital Works Program	Engineering Works Manager	Completion of program	Completed for Current Year		Completed for current year
Make application for a minimum of one (1) Fixing Country Roads grants annually	Engineering Assets Manager	Application made	Completed		Successful Howards Road application made in 2022/2023 Financial Year.
Commitment to the long term facilitation of efficient heavy vehicle access through Temora Shire subject to minimisation of impact on: Resident amenity, Council finances, Resident safety	Engineering Assets Manager	Reduction in conflict between users and road managers	Completed for Current Year		Report to Council in April and subsequent HVAR correspondence sent to TfNSW. Correspondence has been acknowledged and Council is awaiting a response. Remainder of Council resolution is a work in progress.
		Adoption of a preferred option for Temora Heavy Heavy Bypass route			

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Seek funding (Full) for the installation of a roundabout and associated infrastructure at the corner of Hoskins & Polaris Streets	Engineering Assets Manager	Submissions made and lobbying undertaken	Referred to the Next Financial Year		Needs further consideration by Council. Impacted by heavy vehicle debate. Will need assistance from Council to lobby for funding. $1-2m project.

Waste Services

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

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Continue support for Cleanup Australia Day program and anti litter promotion	Director of Environmental Services	Participation in program	Completed for Current Year		Clean Up Australia Day in first Sunday in March, 2023. Completed and illegal dumping campaign conducted on Council's website and social media platforms
Investigate hours of operation at Temora Waste Depot	Director of Environmental Services	Report submitted to Council	Completed		Reported to May 2023 Council meeting where Council resolved to keep the status quo
Investigate the introduction of kerbside recycling options in Temora Shire	Director of Environmental Services	Submit an options report to Council	Completed		Issue considered at the May Council meeting. Council resolved to keep the status quo and support the Lions Club in their work.
Advocate for a Return and Earn facility at Ariah Park	Director of Environmental Services	Lobby REROC Waste Forum to lobby for a reduction in population requirements	Completed		Representations made by the Riverina Eastern Regional Organisation of Councils on behalf of all similar sized villages in the REROC. EPA reinforced that it is NSW Govt policy to NOT provide facilities to population less than 1000.
		Consult with Ariah Park community to determine appropriate site			

Water Services

Key Function - • Drainage • Water Cycle Management

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Deliver Flood Study and Floodplain Risk Management Plan for Ariah Park and Springdale	Engineering Assets Manager	Completion of Risk Management Study and Plan	Completed for Current Year		Complete for current year. Completion expected January 2024.
Undertake the Temora Floodplain Risk Management Study and Plan	Engineering Assets Manager	Completion of the Temora Floodplain Risk Management Study	Completed for Current Year		Due for Completion January 2024.
Complete the development of an Integrated Water Cycle Management Plan (IWCMP)	Engineering Assets Manager	Completion of IWCMP	Completed for Current Year		IWCM Strategy has been submitted to DPIE for review and approval.
Undertake Stormwater Drainage construction and maintenance in accordance with the Stormwater Assets Capital Works Program	Engineering Works Manager	Completion of program	Completed for Current Year		Drainage works on Back Mimosa Road completed. Remaining projects delayed and works pushed back to 2023-24 year.

Youth

Key Functions - • Support Youth in their endeavours

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

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Youth - Support for Youth Week events	Youth Development Officer	Attendance at Youth Week events	Completed for Current Year		A diverse range of workshops were offered as part of 2023 Youth Week in Temora Shire. These included: ZANA Aerial Dance Academy Workshop in Wagga, attended by 16 young people (fully booked). Cooking Class with Dilini: 15 young people enjoyed making pizza muffins (fully booked). Oddball Theatre: 2 workshops (8-11 year: 12 participants; 12-18 years: 5 participants) focused on improvisation, script writing and performance skills. Stand-Up Comedy workshop: 12 young people drew on life experiences to write material for and deliver a stand-up routine. iPhone photography with Anne Cooper: skills in how to create professional images using an iPhone were shared with 6 young people. Activities were supervised by the Youth Program Coordinator or the Youth Development Officer.
Youth - Liaise with PCYC to determine if programs can be provided to Temora Shire	Youth Development Officer	Contact made with PCYC and reported to Youth Committee	Completed		Youth Development Officer (YDO) connected with Senior Constable Andrew Atkins from Temora Police and discussed ways of involving local police in youth programs. Time constraints have made completing this action challenging and YDO will continue to explore more tangible ways of improving involvement of local police. Sergeant Gavin Coleman actively participated in restorative justice program at Platform Y and is happy to be involved in the future, should the need arise.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Include alcohol and other drug education as part of the Youth education offering	Youth Development Officer	Include drug and alcohol information in all improvement/ wellness programs	Completed for Current Year		Youth Development Officer discerns if alcohol and other drug education is appropriate for Temora Youth programs at Platform Y. Temora High School Year 12 students completed the Adulting 101 program in September, which included providing the students with the opportunity to gain the knowledge and skills to make informed decisions around to alcohol and drug use.
Youth - Offer programs that encourage the inclusion of village, rural and town young people	Youth Development Officer	Participation by non Temora residents	Completed for Current Year		Youth Development Officer (YDO) and/or Youth Program Coordinator (YPC) visited schools in Temora Shire each term to connect with young people and promote programs at Platform Y. Programs were widely advertised on social media platforms and in school newsletters. YPC scheduled workshops at Ariah Park during most school holidays.
Youth - Conduct regular Youth programs and workshops in relevant areas of youth interest that support the development of financial literacy, interpersonal communication, collaborative skills and employment skills.	Youth Development Officer	Conduct of youth programs	Completed for Current Year		The Adulting 101 program for Year 12 students developed budgeting and interpersonal skills. The YOUth Made Market program improved financial literacy skills, exploring budgeting, costing products, reconciliation and money handling. Interpersonal skills were a focus during customer service sessions. The Hospitality team discussed costs of recipes during weekly workshops, with members learning about money handling, collaboration and customer service skills when working at Platform Y Cafe at community events (eg. Embrace Festival, YOUth Made Markets, TBEG Christmas Fair). Weekly and monthly workshops at Platform Y had a strong focus on collaboration and building interpersonal skills (activities required young people to work in groups when participating in Hospitality, Gaming, Culture and Performing Art, Young Entrepreneurs and Green teams). The TAKE THE LEAD - Youth Leadership Program provided workshops to build communication and public speaking skills.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Youth - Development of a program for school holiday activities	Youth Development Officer	Attendance at School holiday events	Completed for Current Year		Each school holidays, free workshops were offered to suit a range of ages and interests, open to all young people between 8 and 25 years. The following workshops were held throughout the year: First Nations cooking and cultural learning; Cheese making; Youth Theatre; Craft; Cooking; Laser Tag; Yoga; Mixed Media Art; Gaming; Music production; Forensic Science; Robotics; Photography; Aerial dance and circus skills; and Stand Up comedy. YPC secured grant funding from the Office for Regional Youth for the Winter, Spring and Summer holiday break programs, with Youth Week funding covering the cost for the Autumn program. All workshops were well attended, supervised by the Youth Program Coordinator and Temora Youth Leader volunteers.
Youth - Hold a Youth Team afternoon tea and youth team meeting hosted and chaired by the Mayor	Youth Development Officer	Function held	Completed for Current Year		On Monday 25th July, Mayor Rick Firman hosted the Temora Youth Leadership Team, Youth Development Officer and Youth Program Coordinator at the Council Chambers for a meeting and afternoon tea. This provided the Youth Team with an opportunity to engage in discussion with the Mayor about issues impacting young people in our community.
Youth - Support the concept of the Young Citizen of the Year Award as a way of recognising Youth	General Manager	Awards presented	Completed		Ongoing support. Award made in conjunction with Australia Day

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Youth - Develop and showcase talent by creating a youth made market and event with the support of local mentors	Youth Development Officer	Participation level by Village residents	Completed for Current Year		8 young stall holders completed the 2022 Youth Made Market program, culminating in a Market Day on Saturday 13th October. Weekly workshops were held to build skills in business development, financial literacy, budgeting, marketing, visual display and customer service, facilitated by local business mentors and the Youth Development Officer. Past participants of the Youth Made Market program took part in the TBEG Christmas Fair in December, allowing them to further develop their business skills. Members of the Platform Y leadership team also attended the weekly workshops to improve their business acumen and customer service skills.

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Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Youth - Participate in activities that encourage community service, nurture leadership and responsibility, eg Take Charge, Clean Up & Australia Day, Baking it forward	Youth Development Officer	Participation in programs	Completed for Current Year		The Youth Team participated in many community activities: Street stall - raising funds for new Youth Team coffee machine. Platform Y Café - T-Light, YOUth Made Market, TBEG Christmas Fair, Embrace Festival. Bake It Forward - Hospitality Team baked and delivered treats to local emergency and health workers. Volunteer hours - certificates presented to 24 members of Platform Y. 466 volunteer hours acknowledged (leaders contributed 366 of these hours). Australia Day Awards - 5 Leadership Team members nominated for Young Citizen of the Year Clean Up Australia Day - 5 Platform Y Leaders participated. Take Charge - Temora High (7 students), Ariah Park Central School (11 students) and St Annes School(4 students) attended REROC Take Charge Leadership Forum. Travel subsidised by Youth Department. TAKE THE LEAD Temora Youth Leadership Program - 9 young people developed leadership skills & built stronger community connections during the program (funded NSW Youth Opportunities grant).
Youth - Hold an annual informal meeting for the Youth Team and Youth Committee hosted and chaired by the Mayor	Youth Development Officer	Function held	Referred to the Next Financial Year		The Platform Y Leadership team, Youth Development Officer and Youth Program Coordinator were unable to find a suitable time for this meeting.
Youth - Participate in REROC youth meetings and events	Youth Development Officer	Attendance at REROC Youth meetings	Completed for Current Year		Youth Development Officer (YDO) joined REROC Youth and Community Development Network, building stronger connections between officers in the region.

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
		Temora Shire participation in REROC Youth events			Representatives from Temora High (7 students), Ariah Park Central School (11 students) and St Annes School(4 students) attended the REROC Take Charge Leadership Forum in Wagga in March. The Youth Department assisted with transportation costs for travel to this event. The YDO attended the forum as the Youth Program Coordinator was unable to attend due to other commitments. A letter of thanks was sent to the Board of REROC for offering this program to local youth.
Partner with Pinnacle Services to encourage participation in programs that support and engage the young people in their care	Youth Development Officer	Participation numbers of NDIS clients	Completed for Current Year		One client regularly attends the Hospitality weekly workshops. Youth Program Coordinator will continue to collaborate with the NDIS Coordinator from Pinnacle Community Services for Pinnacle clients to attend the weekly workshops at Platform Y.
Youth - Support annual transport to Canberra Careers Expo	Youth Development Officer	Provision of equitable access to event for all youth	Completed		37 Year 10 students from Temora High School along with Careers Advisor Tracey Eisenhammer attended the Canberra Careers Expo, accompanied by the Youth Development Officer (YDO) and Youth Program Coordinator. Ariah Park Central School elected to not attend and St Annes School was unable to attend due to COVID restrictions for Catholic schools. Although this program was set to be funded by Temora Shire Council, an offer from Stacey Suidgeest (Senior Project Officer, Regional Industry Education Partnerships) to cover the associated transport costs was accepted by the YDO.
Scholarships - Provide one (1) scholarship to the Temora and District Education Fund	General Manager	Scholarship awarded	Completed		Scholarship awarded

Action Name	Responsible Officer Position	Performance Measure	Status	Traffic Lights	Annual Comment
Scholarships - Provide scholarships in accordance with policy to be determined by Council through the Scholarships Committee	General Manager	Scholarships awarded	Completed		Two CSU scholarships awarded.

12.4 COMMUNITY STRATEGIC PLAN 2022/2023

File Number: REP23/933

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Community Strategic Plan ⇩

REPORT

Attached is a summary of actions taken by Council in the 2022/2023 Financial Year to address the issues raised in the Community Strategic Plan.

The 2022/2023 response to the Community Strategic Plan is presented to Council for consideration.

RESOLUTION 117/2023

Moved: Cr Jason Goode
Seconded: Cr Nigel Judd

It was resolved that the Community Strategic Plan 2022/2023 is noted.

CARRIED



Temora Tomorrow

1: Enhancing Our Quality of Life

Our strategic objectives for enhancing our quality of life are to have:

- a community with appropriate services and care for our ageing population and people with disability
- a community with opportunities to be healthy
- a community with services and facilities for our children and young people
- a community that offers opportunities for sport and recreation
- a community that enjoys arts and cultural activities and events
- a community that is safe and inclusive, and looks after people who are experiencing disadvantage.

Measure	Responsible Officer	Target
Alcohol related hospitalisations (per 100,000). NSW Rate 479.9 in 2016/17 according to NSW Health Statistics	Melissa Boxall	Less than NSW State average
Community rating for feeling there is a good community spirit	Melissa Boxall	2016 = N/A 2021 = 4.33 Target: > 4.40
Community satisfaction rating for cultural activities from TSC Community Survey	Craig Sinclair	2016 = 3.68 2021 = 3.74 Target: >3.75
Community satisfaction rating for sports facilities from TSC Community Survey	Rob Fisher	2016 = 3.94 2021 = 3.99 Target: . 4.00

Measure	Responsible Officer	Target
Community satisfaction rating for Youth activities from TSC Community Survey	Sheree Elwin	2016 = 3.27 2021 = 3.91 Target: > 4.00
Community satisfaction rating of HACC service provision - TSC Community Survey	Sheree Axtell	2016 = 3.99 2021 = 4.05 Target > 4.10

1.1: A community with appropriate services and care for our ageing population and people with a disability

1.1.1: Provide home and community care for our older residents

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Maintain Pinnacle Services as a premium provider of aged and disability services	PCS - Manager	Pinnacle Community Services maintains current accreditation and registration for both Aged Care and Disability safety and quality standards. Pinnacle Community Services has systems in place to internally monitor and conduct self-audits across all areas of compliance. Pinnacle Community Services underwent our Mid-Term National Disability Insurance Scheme (NDIS) audit in November 2022 with a full audit not due until June 2024. Awaiting notification for Aged Care accreditation audit.	Pinnacle Community Services		Completed for Current Year
02	Supply Home Support Services to the communities of Temora,and other communities	PCS - Manager	Pinnacle Community Services has continued to provide supports to senior residents through the Commonwealth Home Support Program (CHSP) and Home Care Packages in Temora, Cootamundra and Leeton local government areas. The combined total client numbers across the 3 outlets is 608, with 455 funded under the Commonwealth Home Support Program and 153 clients have a Home Care	Pinnacle Community Services		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	for senior residents		Package. New funding agreements from the Department of Health for 2023 - 2024 financial year have been received and executed. Accreditation is mantained against the Aged Care Quality Standards. No audit notification has been recevied to date.			
03	Assist the provision of Aged Care facilities within Temora Shire	Director of Administration and Finance	Pinnacle Community Services is a registered Home Care and NDIS Provider and also provides Community Transport and Commonwealth Home Support Programs.	Pinnacle Community Services, Whiddon Homes, Dr Parry Homes, Ariah Park Community Housing, Southern Cross Homes		Completed for Current Year
04	Ensure community awareness of transport options available	PCS - Manager	Ongoing regular promotion of Community Transport has continued all year. Following the resignation of the Transport Co-ordinator in January 2023 we appointed a new Transport Co-ordinator who commenced in April 2023. The new Transport Co-ordinator has promoted the weekly Wednesday Wagga Bus service successfully to enable sufficient numbers to recommence this on a regular basis. Survey's have been conducted around our town bus services with results still being collated. Partnerships with Temora Taxis and Cootamundra Cabs we are able to support clients to acccess transport outside of Pinnacle Community Services operational hours or at service capacity. This has enable great flexibility and choice for our clients to meet thier transport needs.	Pinnacle Community Services		Completed for Current Year
05	Ensure that the views of disabled people are represented to Council	PCS - Manager	Through the Access & Equity Committee people with disability are represented and have an opportunity to be involved in decisions relating to building projects (new or modifications) and other access related agenda throughout Temora Shire. Clients of Pinnacle Community Services have an	Pinnacle Community Services, Access and Equity Committee		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			opportunity to provide feedback through the Compliments and Complaints procedures in place. Regular client surveys are conducted around direct service provision for people with disability.			
06	Ensure equality of access for disabled people	PCS - Manager	People with disability have choice of supports and services through registered and non-registered NDIS providers. Additionally the Access & Equity Committee is involved in decisions relating to building projects (new or modifications) and upgrades to Council assets to ensure that they meet current building standards for equitable access. Funding is available through the Access & Equity Committee to local businesses to assist in improving physical access to their premises like ramps for example.	Access and Equity Committee		Completed for Current Year
07	Provision of the National Disability Insurance Scheme In Temora Shire	PCS - Manager	Mid-term audit against the National Disability Insurance Scheme (NDIS) practice standards was completed in November 2022 to maintain registration. All areas of compliance were met with exception of one minor non-conformance against Risk Management - workers to attend refresher training in PPE and infection prevention and control. Refresher training in Infection Control was completed by all staff by 31st December 2022. No further action is required for this minor non-conformance. Full audit is due in June 2024.	Pinnacle Community Services		Completed for Current Year
08	Show commitment to Disability Services in Temora Shire	PCS - Manager	Pinnacle Community Services provides direct and indirect disability supports through the National Disability Insurance Scheme (NDIS), operating a Supported independent living home (24/7 care - Temora only), day programs (Temora only) and in-home supports. As at 02.06.2023 Temora had 69 NDIS clients and Cootamundra had 20 NDIS clients, with a combined total of 89 NDIS clients. Temora's client numbers have increased by two while Cootamundra's client number have	Pinnacle Community Services		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			decreased by 7 since the last reporting period. The decrease in client numbers is a combination of clients moving out of area, clients passing away or changing service providers. COVID has impacted services on and off with non-essential supports being limited to ensure all essential supports could be delivered to clients when large numbers of staff unable to work due to having COVID or being a household contact of a family member with COVID.			
09	Ensure information flow to residents regarding services for Aged and disabled services	Communications Officer	Delivery Plan actions: - Ensure community awareness of transport options available - Show commitment to disability services in Temora Shire - Maintain a Temora Shire Disability Action Plan - Conduct a positive ageing expo/information session - Support of accommodation for aged and disabled people - Provision of clear health service information linkages - Proactively support and promote community mental health facilities and programs - Include images of people that represent the diversity of our community, including those with disabilities, in Council publications - Promote availability of services for people who are fleeing violence, or who experience homelessness, substance abuse or mental illness - Promote Temora Shire as a retirement destination. Communication strategies include: - Narraburra News & social media - Direct Me booklet - Participation in Country Change highlighting services - Engagement with and promotion of Temora Community Centre programs	Pinnacle Community Services		Completed for Current Year

1.1.2: Provide a range of housing (independent living and care facilities) and other support options for older people and people with a disability in Temora and Ariah Park

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support the development of private and community aged care facilities, "The Peppers" and Dr Parry Homes	General Manager	Council is a supporter of "The Peppers" and Dr Parry Homes in a variety of ways. In the case of Dr Parry Homes, Council has recently sold land to develop additional aged housing. "The Peppers" is a jointly Council owned facility and is supported on a number of levels by Council. Most recent assistance is with advocacy to Housing NSW.	Dr Parry Homes, Ariah Park Community Housing, Whiddon Homes, Southern Cross Homes		Completed for Current Year
02	Support of accommodation for aged and disabled people	Director of Administration and Finance	Pinnacle Community Services operates a Supported Independent Living House in Temora. Short-term respite facilities are also available for NDIS (National Disability Insurance Scheme) clients. A rate rebate is available to Ariah Park Community Housing. Council continues to advocate for additional funding for Whiddon Homes in their efforts to redevelop Greenstone Lodge. Pinnacle Community Services is a provider of Home Care Packages, NDIS, Community Transport and Commonwealth Home Support Programs.	Dr Parry Homes, Ariah Park Community Housing, Whiddon Homes, Pinnacle Community Services, Southern Cross Homes		Completed for Current Year

1.1.3: Provide services which enhance employment and education outcomes for people with disability

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Improve Council employment conditions and opportunities	Payroll/Human Resources Officer	By recognising the needs of people with disabilities through investigations by the Access and Equity Committee Council has been able to offer workplaces with better accessibility.	Pinnacle Community Services		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	for people with disabilities					

1.2: A community with opportunities to be healthy

1.2.1: Continue to provide a range of health services within Temora Shire, and retain telehealth service provision to residents

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support the maintenance of services at Temora Hospital	General Manager	Council has successfully advocated for the development of a new hospital for Temora. The clinical services plan has been completed and preliminary designs are underway.	MLHD		Completed for Current Year
02	Ensure Ariah Park is provided with accessible health services	General Manager	Council continues to advocate for health services in Ariah Park. The retention of visiting GP services and the Pharmacy is a high priority. Similarly, the need for pathology services has been identified and advocacy is a key operational strategy. The demography of Ariah Park and the lack of transport services is a key driver in the pursuit of adequate health services to the community.	MLHD, MPHN, Temora Medical Complex		Completed for Current Year
03	Participate in multidisciplinary meetings relating to health and associated issue	Economic & Community Development Officer	The Economic & Community Development Officer has attended three Interagency meetings from July - December 2022, held at the Temora Community Centre. Attendance at Interagency meetings provides the opportunity for service providers to bring awareness to Council about community needs and services available to community members.	Temora Community Centre		Completed for Current Year
04	Provision of clear health service	Economic & Community Development Officer	Council have been active in the consultation process of the Temora & District Hospital upgrade. The Economic & Community Development Officer			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	information linkages		attends Temora's Interagency Meetings regularly. The Communications Officer promotes information on community health facilities and services. Councils Direct Me directory offers access to a range of activities and services. The directory includes information community health mental health facilities and services. Council provided information and supported access to a free vaccine to protect against Japanese Encephalitis virus for Temora Shire residents. Council provided information and supported access to COVID19 vaccinations.			
05	Support the attraction of health workers to Temora Shire	General Manager	Council provide a range of facilities at Temora Medical Precinct to assist in the attraction of health professional to the community. Advocacy for the provision of allied health services are ongoing.	Temora Medical practices, MLHD		Completed for Current Year

1.2.2: Provide alcohol & other drug education to promote responsible behaviour

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Commit to actions that promotes responsible behaviour relating to drug and alcohol	General Manager	Council is supportive of actions of Murrumbidgee Local Health District and Murrumbidgee Primary Health Network. Messaging in the area of alcohol and drug mitigation are included in Youth related activities and road safety. The ongoing Alcohol-Free Zone is intended to support Police in the minimisation of adverse actions from these drugs.	MLHD, MPHN		Completed for Current Year

1.2.3: Provide opportunities for our residents to maintain good mental health

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Proactively support and promote community mental health facilities	Economic & Community Development Officer	Councils Direct Me directory offers access to a range of activities and services. The directory includes information about community health mental health facilities and services. Council have been active in the consolation process of the Temora & District Hospital upgrade. The Communications Officer promotes access to community mental health facilities and services.	MLHD, MPHN		Completed for Current Year

1.3: A community with services and facilities for our children and young people

1.3.1: Provide quality childcare for children aged 0 to 5 years

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support the improvement to existing and new childcare services in Temora Shire	Director of Administration and Finance	Council participates in the Bland Temora Family Day Care Program. Council provides accommodation for the Temora Pre-School.			Completed for Current Year
02	Promote available childcare and early learning options in Temora Shire including preschools, long day care, family	Director of Administration and Finance	Contact details for each of the childcare and early learning options in the Shire are on Council's website. Council holds an annual Family Expo which showcases facilities and services available for children and young people.	Temora Preschool Inc., Bland Shire Council, Ariah Park Preschool		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	day care and playgroups					

1.3.2: Provide safe places and opportunities for our young people to develop a sense of identity, self-worth, confidence, belonging, and achievement through social activities

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Build additional youth teams that allow groups of young people with a common interest to connect and advance their skills	Youth Development Officer	Platform Y is a welcoming space for young people to grow and build social connections. A range of activities were offered to meet the needs and interests of young people in our community. During the school term, weekly workshops were held in Hospitality (x2), Cultural and Performing Arts and Gaming. Young leaders representing each of these teams met every two weeks to plan and evaluate the weekly programs and holiday workshops. Additions to our Youth Programs included: Monthly Teams- The Young Entrepreneurs Team (evolving from the Youth Made Market program to the build on general business knowledge); Green Team (working on gardening projects and improving the local environment) and Boyz2Men Team (meeting when mentor available, offering an informal setting for young boys at risk to engage in physical activity at Temora Showground Pavilion). All teams operate under the guidance of the Youth Development Officer, Youth Program Coordinator and local volunteer mentors.	TBEG		Completed for Current Year
02	Provision of youth programs and activities to	Youth Development Officer	Youth Development Officer (YDO) and Youth Program Coordinator (YPC) visited Ariah Park Central School (APCS) throughout the year to promote Platform Y and	Ariah Park Advisory Committee		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	Temora Shire Council villages		youth programs. The YPC conducted holiday break workshops at Ariah Park Hall when able. The Careers Advisor at APCS joined the Temora Youth Careers Network, ensuring equity in access to knowledge of career opportunities and strengthening their connection to the Temora Shire community. An invitation was extended to Ariah Park Central School to participate in the Adulting 101 program and attend the Canberra Careers Xpo, but they did not take up the offer.			
03	Provide programs that benefit the youth of Temora Shire through education, social interaction or personal development	Youth Development Officer	Programs at Platform Y provided an opportunity for young people grow and develop into thoughtful and capable young citizens, with a strong sense of connection to their community. Weekly workshops and special programs helped individuals develop a range of skills through focused tasks and collaboration, under the guidance of local mentors. Workshops allowed young people to informally engage in social interaction, building relationships and fostering personal development.	Temora Shire Schools		Completed for Current Year
04	Acknowledge the efforts of young people both publicly and electronically	Communications Officer	Delivery Plan Actions: - Promote Platform Y as an inclusive and safe space for young people - Hold a youth team afternoon tea and youth team meeting hosted and chaired by the Mayor - Support the concept of the Young Citizen of the Year Award as a way of recognising youth - Develop and showcase talent by creating a youth made market and event with the support of local mentors These have been achieved through communication strategies including: - Narraburra News articles			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			- media releases - social media posts and promotion - promotional video production - Website news articles - Updating information on Council's website regarding youth opportunities through Council's Youth Program			
05	Develop and deliver programs that meet the needs of Youth	Youth Development Officer	Regular consultation and collaboration with local young people ensured youth programs aligned with their expectations and needs. Fortnightly meetings with the Temora Youth Team Leaders provided the young people with an opportunity to advocate for their peers and have input into future programs. An online survey was developed by the Youth Program Coordinator which gave young people an opportunity to provide feedback on existing programs and offer suggestions for what they would like to see offered at Platform Y. The survey was promoted through local school networks and Temora Youth social media platforms. Team mentors, Youth Development Officer and Youth Program Coordinator regularly engaged in informal dialogue with young people to evaluate existing programs and implement recommendations.			Completed for Current Year
06	Develop leadership skills and promote leadership roles for young people	Youth Development Officer	The Temora Youth Leadership Team conducted meetings with the Youth Program Coordinator every two weeks, providing the young people with an opportunity to build their skills in advocating for others, communication, collaboration, meeting protocols and public speaking. The Mayor hosted an afternoon team and meeting for the Youth Leadership Team, strengthening the relationship between the young people and local council. Catering at local events such as the Youth Made Market, T- Light, TBEG Christmas Fair and Embrace Festival enabled the leaders to take on more responsibility and mentor younger			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			members in a more professional setting. Leaders also assisted the Youth Program Coordinator and Youth Development Officer with holiday workshops and preparing for special events. The TAKE THE LEAD Youth Leadership Program provided nine young people an opportunity to build their leadership skills and build stronger connections with community leaders.			
07	Explore opportunities to share resources and information for Youth between Councils (REROC)	Youth Development Officer	Youth Development Officer (YDO) and Youth Program Coordinator were in regular contact with other councils (REROC) throughout the year. YDO attended the REROC Take Charge Leadership Forum and is an active member of the Riverina Murray Youth and Community Services Network.	REROC		Completed for Current Year
08	Promote Platform Y as an inclusive and safe space for young people	Youth Development Officer	Platform Y offered a range of programs throughout the year, being promoted and acknowledged as a safe and inclusive space for all young people. It allowed a space for young people to grow and build social connections, regardless of race, age, gender, sexuality or ability. The Youth Development Officer (YDO) and Youth Program Coordinator (YPC) liaised with Temora Community Centre and Pinnacle to ensure programs were promoted to their clients as inclusive and accessible. YDO and YPC ensured workshop mentors held a current Working With Children Check certificate. Through special programs such as TAKE THE LEAD, YOUth Made Market and Adulting 101, a new cohort of young people were exposed to the space.			Completed for Current Year
09	Ensure Youth programs are equitable to all	Youth Development Officer	Weekly workshops, school holiday workshops and special programs were offered to local young people at no cost. Where possible, the Youth Program Coordinator (YPC)			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	sections of the Temora Shire		conducted holiday workshops at Ariah Park to improve accessibility for young people in that area. The Youth Development Officer (YDO) worked with Temora Community Centre to assist young people requiring additional support to participate in the YOUth Made Market Program. The Boys2Men program provided young men at risk an opportunity to socialise and engage in physical activity in a safe and welcoming setting.			
10	Continue to develop pathways to connect the Youth Officer to young people, parents and community	Youth Development Officer	Youth Development Officer (YDO) & Youth Program Coordinator (YPC) connected with the community via school visits, local service expos community events. Youth programs were promoted through Temora Youth and Council social media platforms, school newsletters & local media. YDO & YPC liaised with the Community Centre to strengthen connections with other Youth service providers which helped broaden the reach of programs & minimise duplication of activities. YDO & YPC worked with local schools to deliver the following programs: Adulting 101 program (Yr 12 students, building skills to be 'life ready' as they prepare to leave school); Canberra Careers Xpo (attended by Temora High School (THS) Yr 10 students); THS Lads and Ladies 11 program (building confidence and self esteem). Local mentors were engaged for weekly workshops (Cultural & Performing Arts, Gaming) and special programs (YOUth Made Market; TAKE THE LEAD Leadership Program), helping build stronger community connections.			Completed for Current Year

1.4: A community that offers opportunities for sport and recreation

1.4.1: Provide footpaths, cycleways and outdoor gym equipment to enable people to be physically active and keep fit in and around our towns and villages

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	Ensure a network of transport infrastructure to facilitate fitness	Engineering Assets Manager	Good progress in 2022/23 Financial Year. Projects include: - Installation of exercise station at Ariah Park Skate Park - Successful in obtaining additional funding to install access bridges at Lake Centenary to complete foreshore walk. - Accelerating of footpath works program rollout due to several grant opportunities realised (LRCI and active transport). This includes Asquith Street, DeBoos Street, Aurora Street and Crowley Street.	Transport for NSW		Completed for Current Year

1.4.2: Provide sports and sporting facilities that cater to a range of community interests, ages and abilities

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Provision of sporting grounds that meet the needs of Temora Shire residents	Engineering Assets Manager	Improvement made in this area in 2023/24 - Irrigation system improvements across all sports fields. - Top dressing of Bob Aldridge. - Lighting at Ariah Park Rec Ground. - Successful grant funding of Bob Aldridge, Soccer Ground and Tennis Club.	Temora and District Sports Council		Completed for Current Year
02	Provide suitable policies to oversee the management of Council's sports facilities	Engineering Assets Manager	Workshop delivered in early 2023. Workshop Actions and Sport and Recreation Policy will be reviewed in 2023/2024.	Temora and District Sports Council		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
03	Address access and inclusion in the sports facility strategy	Engineering Assets Manager	Upcoming 2023/24 works: Disabled toilets at Bob Aldridge amenities building, connecting paths at Bob Aldridge, adult change table and hoist in pool change rooms. Reasonable progress achieved against action Councils Disability Inclusion Action Plan. Sports facility workshop held with a number of resulting actions remaining incomplete.	Temora and District Sports Council, Access and Equity Committee		Completed for Current Year

1.4.3: Provide year-round recreation and leisure facilities and activities for the enjoyment of people of all ages and abilities

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Provision of playgrounds in Temora Shire to a safe and contemporary standard	Engineering Assets Manager	Good progress in 2023/24 Financial Year. - Design and successful grant application for Bradley Park upgrade. - Federal Park renewal funded in 2023/24. - Shade added to Nixon Park and Lake Centenary Playgrounds. - Ariah Park Skate Park finished.			Completed for Current Year
02	Retention and upgrade of community halls in Temora, Springdale and Ariah Park	Director of Environmental Services	All Temora Shire Council halls are currently in a very good state of repair. All have been beneficiaries of various funding programs (SCC/BBR/Drought etc). Both Springdale and Ariah Park have good quality Audio Visual capabilities. the major Temora Town Hall upgrade was completed in 2020.	Ariah Park Community Projects, Springdale Memorial Hall Committee		Completed for Current Year
03	Retention of Lake Centenary as a premier	Engineering Assets Manager	Good progress at Lake Centenary in 2023/24. Recent works: - Installation of additional Playground shade. - Funding allocated under SCCF R5 to install additional solar path lighting and general amenity upgrades.	Lake Centenary Management Committee		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	water sports facility		- Funding allocated under flood resilience to deliver new furniture and internal path. - Funding obtained to install foreshore bridges at the northern end of the lake.			
04	Determine the future strategic direction of Temora Libraries	Library Manager	Regular surveys are conducted to gauge community satisfaction with library services. The Library is promoted as a community hub - more than just books. A variety of programs are regularly held including kids craft activities, Lego Club, Seniors Tech and Baby Bounce. Borrowings via online platforms continue to increase. Staff work to engage the community via social media platforms & work with community groups to bring new ideas into the space. Programming reviewed & is always driven by patron interest. Membership drive held annually to generate more memberships in our shire. Research into viability of Ariah Park static library + services at Springdale.	Riverina Regional Library Service		Completed
05	Provision of parks and gardens that meet the needs and expectations of the community	Engineering Assets Manager	General program being delivered as normal. Some work required regarding resourcing, service areas and quantifying maintenance intervention and optimal management.			Completed for Current Year
06	Maintain Temora Memorial Town Hall as a premium event destination	Director of Environmental Services	Cleaning contract for Town Hall upgraded. Still not being used to optimum capacity. Professional marketing and promotion initiatives should be investigated to further promote the offerings/opportunities. Budget required for 2023/24. Bottom line looks improved due to longer term hire of kitchen by Dept of Defence (Parachute School at airport)	Imagine Temora		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
07	Provide community facilities that meet the needs of residents	Director of Environmental Services	One of Council's core functions. Ongoing Notable projects include Temora Pool upgrades and the upcoming upgrades to Bob Aldridge Park and Bundawarrah Centre			Completed for Current Year
08	Development of Temora Recreation Centre as a premium venue	Director of Environmental Services	Olympic Swimming Pool Upgrade complete. Changes in Kiosk management approach/offerings. Next phase of improvements to be rolled out in SCC Round 5 project where upgrades to the surrounds/bbq's etc will be completed by commencement of 2023/24 swimming season.	Temora and District Sports Council		Completed for Current Year

1.5: A community that enjoys arts and cultural activities and events

1.5.1: Run classes, events and exhibitions to promote participation in the arts (painting, pottery, photography, sculpture)

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Provision of a mechanism as a means of communication with the Arts Community and delivering arts and cultural product	Arts Centre Manager	Recent strides by the Advisory Committee in promoting the Centre have significantly increased visibility and interest, fostering a greater appreciation of the diverse talents within our community. Through their efforts, the Centre has not only become a beacon for local creativity but also a vibrant hub that draws in art enthusiasts from across the region. In our commitment to fostering a vibrant and accessible arts community, we've significantly increased the number of workshops and opportunities for public engagement at the Temora Arts Centre. This enhancement not only offers a platform for local artists to share their skills and passions but also invites our community members to delve into the world of arts, uncover new talents, and forge	Temora Arts Centre Advisory Committee		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			meaningful connections. By opening our doors wider, we've created a space for creativity to thrive and for the artistic spirit of Temora to be celebrated.			
02	Maintain excellent relationship with regional arts bodies	Arts Centre Manager	This report acknowledges the forthcoming meeting on September 1st, which will be held at the Temora Arts Centre and hosted by Tim K from ERA. This development presents an excellent opportunity to showcase some of Temora's key sites and landmarks. It's encouraging to see the proactive interest in experiencing the town's cultural and historical aspects beyond the formal meeting context.	Eastern Riverina Arts		Completed for Current Year
03	Support local arts through the conduct of exhibitions	General Manager	Council has a strong commitment to the arts, including the provision of art spaces at: - Temora Arts Centre - Bundawarrah Centre - Temora Town Hall Additionally Council conduct an annual art prize at the Bundawarrah Centre.	Temora Arts Centre Advisory Committee		Completed for Current Year
04	Support all arts and cultural events within the framework determined by Council	Arts Centre Manager	In reviewing this year's achievements, the success of the Drench Festival stands out as a remarkable milestone. It highlighted our community's thirst for arts and cultural engagement, setting a high benchmark for our upcoming Discovery Day. With each event, we're not only offering our community enriching artistic experiences, but we're also gaining valuable insights. The response and engagement of our community members at these events provide us with a clearer understanding of their interests, aspirations, and expectations.			Completed for Current Year

1.5.2: Provide a program of theatre, dance, music and cinema that caters for a variety of audiences

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support for events within Temora Shire	Economic & Community Development Officer	Council received funding through the Reconnecting Regional NSW Community Events Program to deliver community events from July 2022 - March 2023 Council officers deliver Council events and provide support to community events via communications and marketing, parks and gardens maintenance, road closures, signage and traffic control. Community events that have been delivered/supported by Council officers, include T-Light, Mary Gilmore Festival, Temora Arts Prize, Temora Christmas Street Fair, Temora Welcoming events, Actively Ageing & Lifestyle Expo and Embrace Festival. Officers also delivered 30 art & culture events/activities through DRENCH. Council officer has been delivering various workshops through the Reducing Social Isolation for Seniors Grant (round 2). Council has been successful in securing funding further funding through the Reducing Social Isolation for Seniors Grant (round 3) with activities to start in FY23/24.			Completed for Current Year
02	Provision of facilities for the conduct of arts and cultural events	Arts Centre Manager	As we build upon our relationship with Imagine Temora, foster new connections with Motion Arts Temora, and host live-streamed concerts, ie. the Riverina Conservatorium of Music, we look to the future with great anticipation. The blend of ongoing communication, dynamic collaboration, and innovative programming is already energizing our vibrant arts scene, and we hope it will continue to stimulate fresh, creative ideas.	Temora Arts Centre Advisory Committee		Completed for Current Year
03	Review public art in Temora Shire	Arts Centre Manager	With the changes of staffing and associated issues, this matter will be dealt with in the 2023/24 year.			Completed for Current Year

1.6: A community that is safe and inclusive, and looks after people who are experiencing disadvantage

1.6.1: Provide opportunities for inter-generational activities that promote safety, respect and understanding

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Aim to reduce stigma associated with disability	Economic & Community Development Officer	The Access & Equity Committee met multiple times, discussing equitable access to council services, buildings and infrastructure. The Economic & Community Development Officer introduced "Quiet Hour on Hoskin's Street", which retailers participated in. This initiative provided a quieter and less stimulating environment for community members with specific disability needs. The Community Events Program Coordinator, in partnership with the Temora Community Centre, organised the Temora Family Expo. There were exhibition holders representing the disability sector. Council Officers use inclusive images throughout Council communication channels by using images of people living with a disability. Council officers proposed to Council that International Day of Persons with Disability (IDPWD) to be a cause to recognised. In May 2023, Council resolved that IDPWD will be supported by Council, as is highlighting Temora's Independent Living Home and Pinnacle House Community Services.			Completed for Current Year
02	Provide safe and crime free streets for the residents of urban areas in Temora Shire	General Manager	Council is in regular contact with local Police to ensure that residents feel safe. The use of CCTV and the recent upgrade of equipment will assist the Police in carrying out their duties. Additionally, the commitment to Alcohol Free Zones in Temora is a useful tool for law enforcement.	Temora Police		Completed for Current Year

1.6.2: Provide options and support for people who are fleeing violence, or who experience homelessness, substance abuse or mental illness

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Promote availability of services for people who are fleeing violence, or who experience homelessness, substance abuse or mental illness	General Manager	Council advocate for and support initiatives that assist those suffering disadvantage. In general terms this is outside the scope of local government however programs, including youth, arts/ culture and sporting focus on the aspect of disadvantage.	Temora Police, Domestic Violence NSW, Temora Community Centre		Completed for Current Year

2: Providing Local Leadership

Our strategic objectives for providing local leadership are to have:

- a community with strong local leadership
- a community that acknowledges and celebrates its heritage and diversity
- a community that is supported by our volunteers
- a community that speaks up and advocates for itself
- a community that is well informed through engagement and communication.

Measure	Responsible Officer	Target
% of community who undertake voluntary work for an organisation or group (ABS Census)	Craig Sinclair	2016 Census = 32.9 2021 Target: 35% Actual 2021 25.2% (13% NSW, 14.1% Australia)
% of women in elected positions (Temora Shire Council)	Melissa Boxall	2012 = 1 (11.1%) 2016 = 2 (22.2%) 2021 = 3 (33.3%) Target: 50%
Community satisfaction rating for heritage programs (TSC Community Survey)	Kris Dunstan	2016 = 3.79 2021 = 3.70 Target: 3.80
Community satisfaction rating with communications (TSC Survey)	Kate Slapp	2021 = 3.64 Target : >3.70
Temora Hospital Redevelopment	Melissa Boxall	Completion by 2025

2.1: A community with strong local leadership

2.1.1: Encourage and take steps to enable a representative cross section of the community to stand for public office (including women, Aboriginal people, young people, people with diverse sexualities, people with disability)

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support diversity in representation	General Manager	Council are committed to diversity in representation. The current Council has 3 women, the equal highest ever achieved by Temora Shire Council. In the lead up to the next election, emphasis will be place on identifying and mitigating the barriers to diversity on Council.			Completed for Current Year

2.1.2: Engage the Temora Shire community to plan for a sustainable local government

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Attract grant funding to assist in the development of the Shire	Economic Development Manager	Funding secured for: - Temora Golden Gate Reserve Stormwater Master Plan - Stronger Country Communities Fund Round 5 (various parks, amenities, recreation and cultural upgrades) - Australia Day 2023 - Crowley Street and Aurora Street footpaths - Community Events Program - more than 20 events - Embrace Festival through the Stronger Together program - A range of activities for seniors through the NSW Reducing Social Isolation program in Round 2 and Round 3. - The Take the Lead youth leadership development program - Temora Open Golf Tournament through the Regional Sports Events Fund - Railway Precinct Master Plan through the Business Case & Strategy Development Fund - Drought Resilience Planning Program in partnership			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			with Bland Shire Council - The Resilience Project in partnership with three local schools - Lighting upgrades for sporting facilities Council was invited to stage 2 of the following programs: - Lake Centenary Master Plan through the NSW Boating Now fund.			

2.1.3: Encourage diversity in our community leadership to better reflect the gender, age and occupations of the broader community

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Commitment to the Council sister cities of: • Uppington - South Africa • Izumizaki, Japan • Randwick, Australia	Economic & Community Development Officer	Temora Sister City Committee recommenced in August 2022 following a hiatus due to COVID19 restrictions. The last meeting held was in June 2021. The AGM was held on Tuesday 16th August 2002 at the Temora Arts Centre. Councilor Jason Goode, attended as a representative from Council. A new Chairperson and Deputy Chairman were elected at the AGM. COVID19 impacted the 30th anniversary celebrations with Izumizaki, the celebration and gift presentation will now be arranged for the 35th anniversary. It has been suggested that an informal get together of community members who have been associated with exchanges, visits to sister cities and gifts could provide an opportunity to reminisce and stimulate further interested within the community. Sister City Committee members participated in the Actively Ageing & Lifestyle Expo, with a number of	Australian Sister Cities Association		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			community members register their interest in the committee.			
02	Ensure commitment to diversity in Temora Shire	General Manager	Council is involved in Embrace Temora, with a view to increase diversity. The completion of a Diversity Plan in 2023/24 will elevate the importance of the issue and set strategies to achieve greater diversity.			Completed for Current Year

2.2: A community that acknowledges and celebrates its heritage and diversity

2.2.1: Acknowledge the Wiradjuri people at civic events and fly the Aboriginal flag

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Acknowledge the indigenous history of the region	General Manager	An acknowledgement of Country has been added to the Code of Meeting Practice, adopted by Council at the November 2022 meeting. A report was provided to Council regarding the inclusion of Wiradjuri on the entrance signs to Temora Shire. The resolution from this report was Council: 1. Endorse the concept of investigating the inclusion of free standing complementary indigenous acknowledgement signage at the Temora Shire boundary entrances 2. Commence discussions between council officers and Temora High School Aboriginal Education Team regarding the project, signage design and seek preliminary feedback from an Indigenous Elder 3. Receive a future report on the outcome of the design process and cost estimates for the project and 4. Support the concept of preparing a Wiradjuri language place name map and seek a quote to prepare this map The Bundawarrah Centre have continued the preservation	NSW Aboriginal Lands Council		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			of indigenous history through the keeping place and recognition in historical presentations.			

2.2.2: Continue to maintain the heritage facades of our main streets

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support community and visitor awareness and appreciation of Temora Shire's heritage through preservation and enhancement	Director of Environmental Services	Heritage Committee still delivering strongly. 138 page History Panel booklet recently completed (to be launched in March 2023) and Chinese Section at the Cemetery has been appropriately identified and an informative history panel erected. a series of Shire Heritage Drives (tourist brochures) will be finalised by June, 2023 and the Oral History project is underway also. New projects are escalated once current projects are completed. A solid committee/program.	NSW Heritage Office		Completed for Current Year

2.2.3: Erect signage at Shire entrances and at other locations within the Shire to welcome visitors and other travellers to Wiradjuri country

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Ensure appropriate recognition of the indigenous heritage of the Temora Shire region	General Manager	An acknowledgement of Country has been added to the reviewed Code of Meeting Practice, adopted by Council at the November 2022 meeting. A report has been provided to Council regarding the inclusion of Wiradjuri on the entrance signs to Temora Shire. The resolution from this report was Council: 1. Endorse the concept of investigating the inclusion of free standing complementary indigenous	NSW Aboriginal Land Council		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			acknowledgement signage at the Temora Shire boundary entrances 2. Commence discussions between council officers and Temora High School Aboriginal Education Team regarding the project, signage design and seek preliminary feedback from an Indigenous Elder 3. Receive a future report on the outcome of the design process and cost estimates for the project and 4. Support the concept of preparing a Wiradjuri language place name Shire map and seek a quote to prepare this map			

2.2.4: Celebrate local indigenous history and preserve historical artefacts for future generations

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Ensure the indigenous history of the Temora Shire region is retained	General Manager	The Bundawarrah Centre has a goal to maintain the indigenous history of the region. The establishment of a keeping place and development of relationship with the indigenous elders is an important part of this strategy. Training of key staff in Indigenous understanding has been undertaken	NSW Aboriginal Land Council, Temora Historical Society		Completed for Current Year

2.3: A community that is supported by our volunteers

2.3.1: Promote and enable opportunities for our community members to volunteer their services to achieve community outcomes through events, activities and local organisations

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Facilitate opportunities for volunteers	PCS - Manager	Pinnacle Community Services has multiple opportunities for local residents to volunteer including Community Transport, delivering meals and social outings. Without			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	to enhance the environment and community		the support of our volunteers we would not be able to provide the same level of service provision to our clients.			
02	Advise residents of specific volunteering opportunities within the community	Communications Officer	Delivery Plan Actions: - Facilitate opportunities for volunteers to enhance the environment and community - Acknowledge volunteers and promote volunteering opportunities through Narraburra News and digital media These have been achieved through communication strategies including: - Narraburra News articles - Media liaison/articles - Social media presence			Completed for Current Year
03	Acknowledge the valuable role that volunteers play in the community	Communications Officer	Delivery Plan Actions: - Hold an acknowledgement function for carers annually - Acknowledge volunteers and promote volunteering opportunities through Narraburra News and digital media These have been achieved through communication strategies including: - Narraburra News articles - Media liaison/ articles - Social media presence	Volunteering NSW		Completed for Current Year

2.3.2: Provide training to volunteer committees to support them in their role (safety, governance, grant writing, child protection)

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support volunteer committees to	General Manager	Council assist volunteer committees by the provision of information regarding funding sources. Additionally,			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	undertake their community role		training is made available to ensure that governance requirements are covered by the volunteer committees.			

2.4: A community that speaks up and advocates for itself

2.4.1: Advocate to the Commonwealth Government to retain, maintain and enhance local service provision (eg Centrelink)

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Keep Federal members informed of Temora's needs and our strategies to meet those needs	General Manager	Temora Shire Council value the relationship with the local member, based on mutual respect. Regular meetings are held and submissions made on issues of concern to our community.			Completed for Current Year
02	Maintain close links with relevant State and Federal Govt. Departments, agencies and Regional Offices.	General Manager	Meetings held with Regional Manager of Regional NSW. General Manager attends the state organised regional leaders forums EDO Attended the RDA Riverina EDO forum. Attended all South West FER meetings	Riverina JO		Completed for Current Year

2.4.2: Advocate to the State Government to retain, maintain and enhance local service provision (eg Hospital, TAFE) Local

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Keep State members informed of Temora's needs and our strategies to meet those needs	General Manager	Temora Shire Council value the relationship with the local member, based on mutual respect. Regular meetings are held and submissions made on issues of concern to our community.			Completed for Current Year
02	Maintain close links with relevant State Govt. Departments, agencies and Regional Offices	General Manager	Meetings held with Regional Manager of Regional NSW. General Manager attends the state organised regional leaders forums EDO Attended the RDA Riverina EDO forum. Attended all South West FER meetings	Riverina JO		Completed for Current Year

2.4.3: Continue to push for expanded telecommunications capacity across the Shire (NBN, mobile phone coverage)

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support for NBN and other carriers to provide improved coverage	Economic Development Manager	Meetings held with nbn and Telstra representatives regarding network capacity. Support provided to Telstra for their application for funding the upgrade on mobile towers in Temora Shire.	NBN Co, Telstra		Completed for Current Year

2.4.4: Advocate for the continued availability of services and facilities that enable us to prosper (eg banks, allied health services, building supplies

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Lobby for the continual improvement of , and equitable access to, services, transport, communications and utilities for Temora Shire	Economic Development Manager	Council continues to advocate for the needs of the community, including: - Providing letters of support to Telstra's application to fund mobile phone tower upgrades - Raising issues of access to CentreLink Services through the Temora Community Centre - Liaising with CountryLink regarding the improvement of bus connections - Providing a submission to senate inquiry to regional banking closures - Making representations to Goldenfields Water regarding the cost of developer chargers - Actively participated in the planning process for the new Temora & District hospital - Making ongoing representations regarding funding for the expansion of Narraburra Lodge for aged care services.			Completed for Current Year

2.5: A community that is well-informed through engagement and communication

2.5.1: Provide regular opportunities for the community and other stakeholders to be informed and engaged in relation to community plans and decisions

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Commitment to Section 355 Community Committees to provide communication	General Manager	New guidelines were adopted for S355 Committees, which included the advertising of opportunities to participate. It is intended that the implementation will be supported by training of committees			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	avenue between Council and Community					

2.5.2 : Provide regular updates to the community through newsletters, newspaper, radio and social media

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Develop and implement a program aimed at educating residents of regulatory responsibilities	Director of Environmental Services	Articles appeared semi-regularly in Narraburra news, relating to overgrown blocks, swimming pool fencing, noxious weeds, dog control etc			Completed for Current Year
02	Conduct local public education campaigns across major road safety issues as identified in the RSSP	Resigned	Continue to provide road safety information to council for release via newspaper, social media, Narraburra News and Facebook	Transport for NSW		Completed for Current Year
03	Provide information on a continual basis, to inform residents.	Communications Officer	Delivery Plan Actions: - use available channels to assist in rehoming animals - Provide information about housing services & opportunities for community involvement for new residents - Promote the achievements of Temora Shire residents through the Homegrown Heroes program - Implement & maintain a grant subscription service for Council & residents			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			- Provision of clear health service information linkages - Undertake a program of informing the community regarding the activities of the Heritage Committee - Continue Narraburra News & maintain Council websites This is done through: - Social media - Narraburra News - Direct Me booklet - Media releases and media liaisons - Website maintenance			
04	Utilise all avenues to re-home unwanted companion animals	Ranger	Companion animals and rehoming is occurring on a regular time frame. Have made contact with two new veterinary clinics who are willing to give assistance if required, and utilising 3 new rehoming agencies. Feral cats are still presenting a problem but trapping is proving an effective solution. The only issue with rehoming is the availability of transport and period of time for pick up, not a significant problem.			Completed for Current Year
05	Use appropriate communication mechanisms to suit the audience. For example, social media to provide feedback on the needs of Youth	Communications Officer	Delivery Plan Actions: - Promote apprenticeship and traineeship opportunities within the shire - Regularly publish a mailer and social media posts for job vacancies in Temora Shire - Ensure community awareness of transport options available - Ensure information flow to residents regarding services for aged and disabled services - Proactively support and promote community mental health facilities & programs - Promote availability of services for people who are	Temora Independent		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			fleeing violence, or who experience homelessness, substance abuse or mental illness - Promote Temora Shire as a retirement destination These are achieved through communication strategies including: - Narraburra News - Social Media - Council's website - Direct Me booklet - Country Change program - Media releases and media liaisons			
06	Continue Narraburra News and maintain Council website	Communications Officer	- The Narraburra News is written, edited, produced and released monthly in the Temora Independent - Council's website is updated almost daily with information about Council meetings, including notice of upcoming meetings, minutes, agendas and audio recordings, news items, public exhibition, contact details for senior staff and councillors, updated information relating to council operations and community information			Completed for Current Year
07	Ensure that feedback is available on the community view of Council service by a Resident Satisfaction Survey within the term of each Council	General Manager	This action will be completed in 2024/2025			Not Due To Start

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
08	Maintain a Communications Policy that outlines the roles of websites, social media and publications	Communications Officer	The Communications Policy was updated and adopted in December 2022. The updated policy was expanded to: - include social media platforms that have been added or removed since the last review - change the parameters of the Temora Shire Council Facebook page as the platform has become a far more community focused page and a customer service tool - recognise that all of Council's social media pages are used as a customer service tool through interactive conversations with residents			Completed for Current Year
09	Maintain currency of information on Council websites and Social Media	Communications Officer	Council's website is updated on almost a daily basis with information about Council meetings, including meeting notifications, minutes, agendas, and audio recordings, service provision information, news items, public exhibitions, employment opportunities, contact information, and information about Council departments and functions The tourism website is maintained very regularly with event listings, accommodation information, dining options, local business registers, suggested activities to participate in in the shire and other tourism information. Social media platforms are updated every day, including scheduled posts, with real-time information for residents as it becomes available as well as general updates, information provision, emergency messaging and customer service announcements.			Completed for Current Year

3: Building a Strong Local Economy

Our strategic objectives for building a strong local economy are to have:

- a community with a variety of thriving businesses and industries
- a community with opportunities for local employment
- a community with opportunities for local education
- a community with good access to a range of appropriate and affordable housing
- a community with a strong agricultural sector
- a community that celebrates and benefits from its aviation history
- a community that benefits from tourism
- a community with a transport network that enables economic and social outcomes

Measure	Responsible Officer	Target
% of households experiencing rental or mortgage stress - 30% or more of income on housing (ABS Census)	Melissa Boxall	2016 = 10% 2021 Target: <7.5% Actual 9%
% of people attending an educational institution (ABS Quickstats)	Melissa Boxall	2016 = 26.9% 2021 Target: >28% Actual: 26.36%
Community satisfaction rating for footpaths (TSC Community Survey)	Rob Fisher	2016 = 3.21 2021 = 3.07 Target: . 3.25
Community satisfaction rating for the road network (TSC Community survey)	Rob Fisher	2016 = 3.58 2021 = 3.53 Target: > 3.60

Measure	Responsible Officer	Target
Local value of agricultural commodities produced (ABS Agricultural Census)	Craig Sinclair	2105-2016 + $108.3M 2021 Target: > $110M Actual $204.2M
Number of annual visitors to Temora Aviation Museum (TAM)	Craig Sinclair	2016 = 18,160 2021 = 19,159 Target: >20,000 Actual: 17646 (covid affected)
Total number of businesses in Temora Shire (ABS Census)	Craig Sinclair	2016 = 713 2021 Target: > 750 Actual 773
Unemployment rate in Temora Shire (ABS Census)	Craig Sinclair	2016 = 4.9% 2021 Target: <4.5% Actual 2.9%

3.1: A community with a variety of thriving local businesses and industries

3.1.1: Encourage the establishment of retail businesses that provide a variety of shopping options for Temora Shire residents of all ages

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support local businesses at every opportunity Support of TBEG	Economic Development Manager	Ongoing financial support provided to TBEG. Council officers attend monthly TBEG meetings. Support provided for TBEG's T-Light event and Christmas Street Fair event. Council partnered with TBEG to undertake the HR capability review with 17 local businesses via a consultant.	TBEG, NSW Business Chamber		Completed for Current Year

3.2: A community with opportunities for local employment

3.2.1: Promote and enable opportunities for people to work remotely in Temora Shire (and support the growth of our population)

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Proactively seek opportunities to grow business in Temora Shire including its villages	Economic Development Manager	Whilst there is a shift in focus to support existing businesses to attract and retain staff in an environment of workforce shortages, Council continues to provide support to businesses seeking to establish in the Shire, including aviation, agriculture, tourism, transport, retail, and civil construction. Council worked in partnership with TBEG to engage an HR consultant to assess the capacity of 17 local businesses. The outcome of the assessment will be released in a report in July 2023. Council also worked with developers to support the rezoning and master planning of industrial zoned land in Temora to support business expansion and attraction.	DPIE		Completed for Current Year
02	Diversify the economy and provide employment by attracting non agriculture based industry	Economic Development Manager	Officers worked on several initiatives to support business growth, including: - working with the developers of the proposed Melaleuca Industrial Estate - progressing the expansion of the Temora Airpark Estate - Supporting new tourism related businesses including Three Ponds Estate, Gidgee Estate, Railway Hotel, Temora Aviation Museum, Pardey's Mill, Fed & Bed, and the Westminster Hotel. - Hosting the Boom Time Forum for organisations to communicate about upcoming development & employment opportunities, including Inland Rail and Godolphin Resources. - Hosting the Tourism Operator Forum - Initiating the Railway Precinct Master Plan - Hiring out facilities at the Airport to attract repeat			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			visitation and ongoing investment such as the ADF Parachute School, and V8 Supercars -- supporting the promotion of the commercial flexible work space and assisting remote workers to source office accommodation - Working with TBEG to undertake an HR capability review.			

3.2.4: Encourage and support our businesses to grow and attract new businesses into the Shire to create employment growth

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Grow the number of local jobs available to an increasing population	Economic Development Manager	Council programs have shifted to focus is on assisting businesses to attract and retrain workforce. Through participation in the NSW GROW program businesses have the opportunity to discuss staffing challenges with Workforce Australia through face to face interviews coordinated by Council officers. Council worked in partnership with TBEG to engage an HR consultant to undertake an assessment of the HR challenges and capability within 17 local businesses. The results of the assessment will be released in July 2023 with suggested activities to improve HR compliance and capability. Council continues to promote local job vacancies through regular newsletters and social media posts. Participation in the Country Change program, which featured Temora Shire during the month of December 2022, also helps promote the Shire to skilled workers. The Temora Careers Network continues to develop and promote initiatives that create career opportunities for young people.			Completed for Current Year

3.3: A community with opportunities for local education

3.3.1 : Advocate for local and regional skills development and education opportunities that support local industries (eg agriculture, veterinary science, building trades, mechanics, engineering, hair & beauty, allied health, administration, childcare, retail, hospitality and tourism)

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Provide support and advocacy for the retention and development of Schools within Temora Shire	General Manager	Advocacy occurs, generally on a reactive basis, particularly when schools or facilities are under threat. Undertaking a resilience program with local schools.	NSW Education Department		Completed for Current Year
02	Connect with school contacts and establish good working relationships	General Manager	Council are in regular contact with schools within the shire. This involves ongoing program development and sharing with the Youth Team and Platform Y and auspicing and supporting programs Council are currently action as auspicing body for a resilience program to be provided to schools.	Temora Public School, St Annes School, Temora High School, Temora West Public School, Ariah Park School		Completed for Current Year
03	Offer life skills workshop opportunities to both young people and the community	Youth Development Officer	Weekly and monthly team workshops focused on equipping young members with a range of life skills. These include: cooking; team work; cleaning and personal hygiene; communication; problem solving; financial literacy and social responsibility. The Adulting 101 program for Year 12 leavers built knowledge and skills in budgeting, sourcing accommodation, accessing health services, self care, communication and organisational skills. YOUth Made Market participants gained valuable life skills such as financial literacy, organisational skills, engaging in conversation, building resilience and goal setting. TAKE THE LEAD Youth Leadership Program			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			developed community connections and gave participants the confidence and skills to step into leadership roles.			
04	Support the concept of Council designation as a registered training organisation	Economic & Community Development Officer	The matter was investigated, however, was found to not have merit.			Completed
05	Provide local businesses with the opportunity for training and coaching	Economic Development Manager	Promotion of courses offered by TAFE and through TBEG. HR capability review conducted in partnership with TBEG.	TBEG, TAFE		Completed for Current Year

3.3.3: Investigate opportunities to enhance local access to tertiary education

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support for students undertaking further education	General Manager	The education of the community is a key focus for Council. A number of actions support this strategy including: * Provision of scholarships (3) to local students to undertake tertiary education * Investigation of the opportunity to establish a Country University Campus in Temora	CSU		Completed for Current Year
02	Support local students financially through scholarships	General Manager	Council provide a minimum 3 scholarships annually to local students	Temora and District Education Fund		Completed for Current Year

3.4 : A community with good access to a range of appropriate and affordable housing

3.4.1 : Attract social and affordable housing investment to meet the needs of local families and retirees

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Promote Temora Shire as a retirement destination	Economic Development Manager	Targeted activities include hosting the Active Ageing Expo in February 2023 and a series of art workshop to reconnect isolated seniors post-COVID. Ongoing promotions of Temora Shire through participation in the Country Change program. Working with Dr Parry Homes to plan for the Apollo Place affordable senior housing project. Provision of information, services and support to those of aged care packages through Pinnacle Community Services.			Completed for Current Year
02	Investigate options for Council to assist with the provision of affordable housing	Economic Development Manager	Council progressed work on a range of housing initiatives to increase housing and land supply, including: - Continuing the temporary financial support available to developers of subdivisions through the Development Infrastructure Deferred Payment Policy - Reviewing the LEP to assess the residential land available now and in the future - Working with Dr Parry Homes as the successful tenderer to develop affordable seniors housing at Apollo Place - Raising awareness in the community about the high demand for housing to encourage responses from landlords - Working with Estate Agents to understand the extent of the housing shortages and identify potential solutions - Participating in workshops with Dept Regional NSW to develop a regional housing strategy to be released later in 2023.			Completed for Current Year

3.4.2: Provide land for residential development

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Ensure availability of land for residential development that meets the needs of new and existing residents	Town Planner	Council has adopted the Temora Local Housing Strategy. Council officers will continue to update this strategy to include additional information, as required. Council officers will continue to support the investigation and provision of additional residential development opportunities in response to Council directions and the Riverina Murray Regional Plan. Council is supporting new residential development through the Apollo Place development and the Development Infrastructure Deferred Payment Policy.			Completed for Current Year

3.4.3: Promote investment in a range of housing stock to create rental opportunities for local residents

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Encourage the provision of affordable rental accommodation	Economic Development Manager	Council progressed work on a range of housing initiatives to increase housing and land supply, including: - Continuing the temporary financial support available to developers of subdivisions through the Development Infrastructure Deferred Payment Policy - Reviewing the LEP to assess the residential land available now and in the future -Working with Dr Parry Homes, the successful tenderer to develop affordable seniors housing at Apollo Place - Raising awareness in the community about the high demand for housing to encourage responses from landlords - Working with Estate Agents to understand the extent of the housing shortages and identify potential solutions - Working with the Community Centre and Young Crisis	Local real estate agents, Argyle Housing		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			Accommodation Centre to better understand homelessness and housing stress			
02	Plan for the possibility of a sudden upsurge in investment and population which may result from a large employer	Economic Development Manager	Council are undertaking and participating in numerous initiatives including: - Planning activities for the Temora and District Hospital upgrade project - Supporting residential subdivisions through master planning activities and the deferred developer infrastructure policy - investigating the expansion of the medical precinct - engagement with developers / tenderers for large infrastructure projects that require temporary worker accommodation - contributing to the Dept Regional NSW housing strategy - ongoing engagement with the local schools network			Completed for Current Year
03	Support the provision of a range of accommodations options within Temora Shire	Economic Development Manager	Council progressed work on a range of housing initiatives to increase housing and land supply, including: - Continuing the temporary financial support available to developers of subdivisions through the Development Infrastructure Deferred Payment Policy - Reviewing the LEP to assess the residential land available now and in the future - Awarding the tender to develop affordable housing at Apollo Place to Dr Parry Homes - Raising awareness in the community about the high demand for housing to encourage responses from landlords - Working with Estate Agents to understand the extent of the housing shortages and identify potential solutions - Participating in the development of a regional housing strategy with the Dept Regional NSW			Completed for Current Year

3.5: A community with a strong agricultural sector

3.5.1 : Utilise research and partnerships to support our farmers to be resilient now and into the future

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Ongoing support for Temora Agricultural Innovation Centre	Director of Administration and Finance	A section 355 committee has been established and meets at least twice per year. Council provides maintenance funding to support the Agricultural Innovation Centre. Signage at the facility has been updated to promote the partnership between Council and Farmlink. Events and operations at the TAIC are promoted through Council's Narraburra News.	Farmlink		Completed for Current Year
02	Create heavy vehicle routes to meet agricultural needs	Engineering Assets Manager	Good progress in heavy vehicle access outside the Alternate Route. Recent examples include: - Continuation of Farm Gate Access Program and Grain Harvest Management Scheme. - Successful in obtaining further grant funds to assess bridge infrastructure under the Strategic Local Government Asset Assessment Project. - Road Train access under permit scheme continuing to service local farmers. - Timely processing of permit applications and good access for local industry compared to peers.	Transport for NSW		Completed for Current Year

3.5.2 : Create opportunities and incentives that attract and retain an agricultural workforce for Temora Shire (including agriscience, horticulture, engineering, environmental science)

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Monitor the impact of consolidation of	Economic Development Manager	Regular meetings held with FarmLink to discuss opportunities to support agricultural development. Continual support provided through the TAIC Partnership			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	farming enterprises		Committee. Briefing session held with senior staff at BFB Pty Ltd to understand the impact of their forthcoming organisational changes. Officers working with a number of agriculture-related businesses to discuss establishment or expansion projects, including Jindalee Feedlot, Intersales, and a value-add manufacturer. Successful application for grant funding to develop a Drought Resilience Plan in partnership with Bland Shire to commence in July 2023.			

3.6: A community that celebrates and benefits from its aviation history

3.6.1: Promote and provide opportunities for recreational flying from Temora Aerodrome

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Maintain comprehensive maintenance, drainage and signage programs at Temora Aerodrome	Engineering Assets Manager	Program delivered. Completion of $5.6m upgrade. Good / as new asset.			Completed for Current Year
02	Support the provision and extension of weather monitoring and forecasting systems at	Engineering Assets Manager	TAF services reinstated.			Completed

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	Temora Aerodrome					
03	Ensure the provision of facilities at Temora Aerodrome to meet the needs of users	Engineering Assets Manager	Good progress at Temora Aerodrome made in 2022/2023 Financial Year. The $5.6m upgrade has renewed the large majority of old assets aerodrome excluding Underground Drainage and Building assets to place the facility in a very strong long term position. Aerodrome masterplan progress review to be considered by Council in July.	Aerodrome Users Committee		Completed for Current Year
04	Maintain and implement an Airport Management Plan	Engineering Assets Manager	Ongoing. Draft manual submitted to CASA. Some additional work required prior to adopting and publishing. Working with the Aerodrome Users Committee to improve the Aerodrome Manual. Expect completion in the later half of the 2023 calendar year.	Aerodrome Users Committee		Completed for Current Year

3.6.2: Continue to grow and refresh the Aviation Museum to celebrate aviation history and provide visitor experiences

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support the continuing promotion of Temora Aviation Museum	Economic Development Manager	Support offered for Warbirds Downunder 2022 however it was cancelled due to wet weather. Support provided for the establishment of infrastructure required for the Day at the Lake event planned for October 2023. Regular promotion of the museum in Council's Visit Temora social media channels and at the Visitor Information Centre, including the dual tickets offering.	Temora Aviation Museum		Completed for Current Year

3.6.3 : Investigate and plan for new aviation opportunities in Temora that cater for residents and aviators

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Review mechanisms by which the cost impost at Temora Aerodrome can be addressed	General Manager	This is an ongoing effort by Council. The increased usage of the aerodrome by income generating operations has been useful in controlling the cost impost.			Completed for Current Year

3.7: A community that benefits from tourism

3.7.1: Provide visitor facilities, services, activities and events that cater for a broad range of visitors

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Ensure acceptable signage to recognise villages	Engineering Works Manager	Village entrance signage completed			Completed
02	Enrich and diversify the visitor experience	VIC Manager	This task is ongoing, brochures are be continually updated, spreadsheets compiled with opening hours for Xmas and Easter holidays which are made available for public use and put on Council facebook page and the VIC notice board along with local and regional event flyers.			Completed for Current Year
03	Ensure signage pertaining to AVIC and CMCA accreditation meet standards	VIC Manager	No amendments to signage for this year were needed	AVIC, CMCA		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
04	Develop the facilities at the Temora Rural Museum and Bundawarrah Centre	Rural Museum Manager	1. NSW Ambulance Museum, Temora (Stage 3): Grant funded planning documents completed to advance the project to "Shovel Ready" status pending further grant funding opportunities. 2. Improved museum access via Visitor Centre: Design stage well advanced and substantial grant funding secured. Awaiting commencement of works. 3. TEMFM Toilet block project complete. 4. Five substantial temporary exhibitions have been hosted by the Centre. 5. The Volunteer Attraction & Retention Policy has been reviewed. 6. The Self guided tour initiative requires further development.	Temora Historical Society		Completed for Current Year
05	Ensure quality and quantity of accommodation in Temora meets the needs of stakeholders	VIC Manager	Famil tours were conducted when a new tourism operator commenced their business. This ensures that management and staff have a good understanding of the business and the facilities and services it provides to pass onto our visitors. Throughout the year updates were made to our accommodation sheets.			Completed for Current Year
06	Enhance and support new and existing tourism events	Economic Development Manager	Through the $239,000 funding provided by the NSW Government's Community Events Program, Council have recruited a contract events organiser to support the delivery of more than 20 events between July 2022 and June 2023. New events supported include T-Light, Spark at the Park, and the Embrace Festival with planning underway for A Day At the Lake in October 2023. The TBEG Christmas Fair, New Year's Eve Celebrations and Australia Day events were all delivered with support from Council.			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			The Warbirds Downunder Airshow and the Australian Aerobatics Championships were supported by Council to be delivered in the second half of 2022, however they were unfortunately cancelled due to wet weather. Similarly, the National Gliding Championships was cancelled due to a WorkSafe order.			
07	Partner with individuals, organisations and companies to support growth in the visitor economy	Economic Development Manager	Canola Trail partnership expanded to include three commercial tourism operators, strategic plan launched at tourism operator forum in September. Renewed membership in Visit Riverina and participated in the Canberra Caravan & Camping Show. Submitted funding application to develop audio guides for the Bundawarrah Centre & heritage walking tour. Support provided to several burgeoning tourism businesses in Temora Shire, including the Westminster Hotel, Pardey's Mill, Three Ponds Estate, & Gidgee Estate. Provided feedback on the draft destination management plan to Destination Riverina Murray. Supported the Bundawarrah Centre to complete the business case & designs for the expansion of the Ambulance Museum. Submitted a funding applications for the development of a master plan for Lake Centenary (pending). Commenced the development of master plan and business case for the Temora Railway Precinct. Hosted a Tourism Operator Forum in May 2023.	Riverina RDA, Country Change		Completed for Current Year

3.7.2: Promote Temora Shire's unique tourist offerings as part of the Riverina visitor destination

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Improvement of Tourism signage within the Temora Shire	Economic Development Manager	The recommendations of a report investigating signage for public toilets were adopted in full at the December 2022 meeting of Council. The signage improvements will be rolled out as budget allows. Village entrance signage upgrade project completed.			Completed for Current Year
02	Ensure tourism product, including brochures are current, relevant and attractive	VIC Manager	All brochures and pamphlets were inspected and reordered several times throughout the year to ensure all brochures/ pamphlets are kept up to date and in excellent condition.			Completed for Current Year
03	Maintain accreditation of the Temora Visitor Information Centre	VIC Manager	Accreditation was met in September 2022 with a zoom onsite review. Files, signage and stats are continually updated and recorded and reported to ensure accreditation is met.	AVIC		Completed for Current Year
04	Ensure VIC is modern and meets the needs of users.	VIC Manager	The VIC is kept clean and breakages were always reported immediately in order to keep the VIC in excellent working order and a safe place to visit. Plans are underway to incorporate a walkway from the Visitor Centre into the Bundawarrah Centre (Rural Museum) to enhance the flow of traffic around the museum.			Completed for Current Year

3.8: A community with a transport network that enables economic and social outcomes

3.8.2: Continue the provision of Community Transport to Temora residents

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support the provision of community transport to Temora Shire residents	PCS - Manager	Following the resignation of the Transport Co-ordinator in January 2023 we appointed a new Transport Co-ordinator who commenced in April 2023. The new Transport Co-ordinator has promoted the weekly Wednesday Wagga Bus service successfully to enable sufficient numbers to recommence this on a regular basis. Survey's have been conducted around our town bus services with results still being collated. Partnerships with Temora Taxis and Cootamundra Cabs we are able to support clients to access transport outside of Pinnacle Community Services operational hours or at service capacity. This has enabled great flexibility and choice for our clients to meet their transport needs. Transport for NSW has advised of an extension to the current funding agreement to continue the provision of Community Transport in Temora and Cootamundra local government areas in 2023 - 2024 financial year.			Completed for Current Year

3.8.3: Provide adequate parking to enable access to shopping, health care, events, and recreation

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Provide sufficient accessible car parking spaces	Engineering Assets Manager	Some work completed in the past 12-24 months. Reported to Council in June 2023, actions to be considered in future budgets.	Access and Equity Committee		Completed for Current Year
02	Develop off street parking	Engineering Assets Manager	No significant action. Council has agreed to fund design for the development of DeBoos Street from Victoria Street			Not Progressing

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	in Temora CBD		to Parkes Street considering centre parking in 2023/24 financial year.			
03	Provide adequate long vehicle parking in Temora Shire	Engineering Assets Manager	Need some direction from Council as to areas they are hoping to target / achieve improvement. Noting Council considered and made amendments to long vehicle parking in Temora within the last 5 years.			Not Progressing

3.8.5 : Provide a heavy vehicle route network that meets the needs of industry and keeps heavy vehicles out of our CBDs (enhancing our outdoor dining options)

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Develop a policy framework for heavy vehicle access	Engineering Assets Manager	Policy framework reviewed in 2022/2023. Complete.	Transport for NSW, Heavy Vehicle Regulator		Completed
02	Commitment to the Alternate Heavy Vehicle Route around Temora	Engineering Assets Manager	Slow progress. Remains a significant challenge to solve. HVAR Workshop was positive with recommendations endorsed by Council and actions underway.	Transport for NSW		Completed for Current Year

4: Enjoying Our Beautiful Environment

Our strategic objectives for enjoying our beautiful environment are to have:

• a community that is liveable and provides for enjoyable town and village life

• a community that enjoys appropriate urban infrastructure

• a community that strives to minimise its environmental impacts

• a community that enjoys a variety of open spaces for leisure

• a community that sustainably plans for its future.

Measure	Responsible Officer	Target
CO2 Emissions (snapshotclimate.com.au)	Kris Dunstan	2017-18 = 215,000 t 2019-20 = 200,000 t Target: < 150,000 t Actual 247,000
Community satisfaction rating for Parks and Playgrounds (TSC Community Survey)	Rob Fisher	2016 = 3.94 2021 = 3.99 Target: .4.30
Community satisfaction rating for Town Planning (TAC Community Survey)	Kris Dunstan	2016 = 3.73 2021 = 3.45 Target: > 3.75
Community satisfaction rating Visual Impact (TSC Community Survey)	Rob Fisher	2016 = 4.00 2021 = 3.72 Target: . 4.00
Community satisfaction rating with Drainage (TSC Community Survey)	Rob Fisher	2016 = 3.07 2021 = 3.01 Target: > 3.08

4.1: A community that is liveable and provides for enjoyable town and village life

4.1.1: Use street trees, manage urban weeds and provide street furniture, street signs and street lighting to maintain an aesthetically pleasing urban environment

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Retention of Council personnel at Ariah Park	Engineering Assets Manager	1 fulltime employee based in Ariah Park.			Completed for Current Year
02	Adopt principle of the provision of services by outreach to Ariah Park	General Manager	Council is committed to the retention of staff at Ariah Park to ensure the aesthetics of village is maintained. Council has made representations to pathology providers for a service to be provided, so far without success.			Completed for Current Year
03	Implement the actions of the Amenity Tree Action Plan	Engineering Assets Manager	Many action implemented. Street tree condition rating and review of the Street Tree Amenity Plan will be reported to Council by August 2023.			Completed for Current Year
04	Hold committee meeting of Council, at a village location annually	General Manager	Meeting held at Ariah Park.			Completed
05	Support for village committees to achieve the community aspirations within the limitations of	General Manager	Council support for village committees is ongoing and includes the provision of S355 status to the committees, along with designated budget in some instances.			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	Council resourcing					
06	Partner with individuals, organisations and companies to support new resident attraction	Economic Development Manager	Council participates in a number of resident attraction programs: - Regional Activators Alliance (Regional Australia Institute): Officers attended the Regions Rising conference, promotional video produced showcasing the story of a recent relocator to Temora. - Country Change (RDA Riverina) - ongoing promotion through social media platforms and Temora Shire featured during the month of December 2022. - NSW GROW program (Multicultural NSW) - Welcoming Committee membership renewed and action plan developed. Four new resident welcoming events held. The DirectMe guide and New Resident Welcome Packs were also refreshed and distributed.			Completed for Current Year
07	Provide a welcoming community for new residents	Economic Development Manager	The Welcome Committee continues to improve the welcoming process for new residents. Activities completed this year include: - Delivering a series of welcoming events for new residents, including Welcome to Tea Town, lawn bowls, Lunar New Year, and the Embrace Festival - New resident packs reviewed and updated - Direct Me guide updated - Volunteer opportunities promoted - Promotional campaign targeting at new residents to sign up to invitations and events - Establishment of a language cafe and buddy system to assist with learning English			Completed for Current Year

4.1.2: Provide appropriate and affordable community facilities and meeting spaces for community use

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Review external aesthetics at NRCC House	Library Manager	A third round of Library Infrastructure funding has been received, part of which is to refresh the northern side of NRCC House exterior and the library entrance. Awaiting final design/report from Heritage Advisor. Quotes from builder + painter have been reviewed & works have started. Foyer area to be wood paneled, external window trims have been painted to make the building more vibrant + addition of new signage in progressing. Expected completion date: OCT 2023. Final report due, DEC 2023.	State Library of NSW		Completed

4.2: A community that enjoys appropriate urban infrastructure

4.2.1: Provide a stormwater drainage network that mitigates flooding impacts

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Development of a Floodplain Risk Management Plan including 10 year rolling works program	Engineering Assets Manager	Floodplain risk management plans for Temora, Ariah Park and Springdale are due for completion in January 2024. Works program will be developed subsequent to the risk management plans and will take some time (12-24 months away).	Office of Water		Completed for Current Year
02	Undertake Stormwater Drainage upgrade and renewal in accordance with the Stormwater	Engineering Works Manager	As per budget; Back Mimosa Road drainage completed. Giles Street Levee progressing with landowner discussions, but works deferred to 2023-24 year. Victoria Street Drainage near Camp Street undertaken as part of Camp Street works in 2023. Chifley Street underground drainage and box culvert			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	Assets Capital Works Program		deferred due to delays in 2022 with natural disasters and other grant funding commitments.			
03	Improvement of drainage within Temora Shire	Engineering Assets Manager	Ongoing action. It is premature to take action on major drainage components until the flood plain risk management study and plan is complete along with a potential Storm Water Development Servicing Plan. Flood Plain Risk Management Plan due for completion in early 2024 and Storm Water DSP yet to be commissioned.			Completed for Current Year

4.2.2: Provide access to parks and playgrounds for residents and visitors, and incorporate public open space when new residential subdivisions are planned

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Provide public conveniences to a standard acceptable to the community	Director of Environmental Services	Cleaning regime/contract upgrades to reflect increasing demand on public amenities buildings. additional cleanings provided for at the Railway Station. Expectations more clearly articulated in the new contract and increased focus places on compliance inspections.			Completed for Current Year

4.2.3: Maintain a network of roads, footpaths and cycleways to enable residents and visitors to move around the Shire

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Commitment to road safety and relationship with RMS and adjoining Councils	Resigned	Providing the community with road safety education.	Transport for NSW		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
02	Ensure that appropriate mechanism is in place to determine road priorities	Engineering Assets Manager	Relatively robust process in place through a combination of asset hierarchy, asset condition rating and forward capital works program maintenance, ensures road maintenance, renewal and upgrade is delivered in a strategic manner. Asset management maturity requires improvement and is a focus moving forward as resources permit.			Completed for Current Year
03	Development and implementation of Road Safety Strategic Plan (RSSP)/Action Plan	Resigned	Road safety strategic plan in place providing road safety behavioural education within the community.	Transport for NSW		Completed for Current Year
04	Investigate the provision of street lighting within Temora Shire	Engineering Assets Manager	Good progress in this space with 4 x Priority 1 lights installed in early 2023 and level 3 design procured for 5 x high priority intersection on the eastern section of the Burley Griffin Way. Planned for a further 10 lights to be installed in 2023/24 FY. Street lighting committee held in June 2023.	Essential Energy		Completed for Current Year
05	Undertake Footpath upgrade and renewal in accordance with the Footpath Capital Works Program	Engineering Works Manager	Asquith St Segment 2 completed Gloucester St Segment 1 completed. Deboos St Segment 2 completed. Aurora St Segment 3 completed. Crowley St Segment 4 & 5 completed, however connection link on Polaris Street deferred to 2023-24 year as council awaits Telstra relocating an Elevated Joint (EJ) to deliver the works.			Completed for Current Year
06	Undertake Cycleway upgrade and renewal in accordance with the Cycleway Capital Works Program	Engineering Works Manager	No planned cycleway upgrades or renewals budgeted in the 2022/23 financial year so no action to be taken in relation to this item.			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
07	Undertake Rural Unsealed Roads upgrade and renewal in accordance with the Rural Unsealed Roads Capital Works Program	Engineering Works Manager	As per council budget rural unsealed roads gravel resheets. Quandary Road Seg 1 Gravel Resheet - Completed Back Ariah Park Rd Seg 3 & 4 Gravel Resheet - Completed Weise's Road Seg 1 Gravel Resheet - Completed Reynolds Road Seg 1 Gravel Resheet - Completed Ness's Lane Seg 1 Gravel Resheet - Completed Racecourse Road Seg 1 Gravel Resheet - Completed Fraters Speedway Seg 2 & 3 Gravel Resheet - Deferred to 2023-24 budget estimates as per council resolution Rees Road Seg 2 1 Gravel Resheet - Deferred to 2023-24 budget estimates as per council resolution			Completed for Current Year
08	Undertake Rural Sealed Roads upgrade and renewal in accordance with the Rural Sealed Roads Capital Works Program	Engineering Works Manager	As per council budget for rural sealed roads. Morangarell Road Seg 2 Reseal - Removal of regrowth trees in tabledrains and reseal completed. Sealed Road Heavy Patching - Completed to budget allocation, substantial outstanding road damage following natural disaster events with further works commenced through Regional and Local Roads Repair Program (RLRRP) and will continue through to December 2023. Hazard Directional Markers and Curve Advisory Signage Morangarell Road - works scoped, signs ordered. Awaiting supply and installation.			Completed for Current Year
09	Undertake Urban Unsealed Roads upgrade and renewal in accordance with the Urban Unsealed Roads Capital Works Program	Engineering Works Manager	As per budget urban unsealed road upgrades. Wattle Street upgrade to seal not commenced Harmon Street (Ariah Park) completed. Back Mimosa Road 90% completed, with final trim and seal to be undertaken before December 2023. Delavan St commenced but will not be completed,			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			with final trim and seal outstanding before December 2023. Nicholson St not commenced. These projects funded in Fixing Local Roads (FLR) Round 3 were due for completion by June 2023, however due to flooding natural disaster an extension to December 2023 has been granted.			
10	Undertake Urban Sealed Roads upgrade and renewal in accordance with the Urban Sealed Roads Capital Works Program	Engineering Works Manager	As per budget; Urban sealed reseals undertaken Deutcher St Seg 5 & 6, Junee Rd Shoulders, James St, Gallipoli St, Vesper St Seg 1 & 4, Little Vesper St Seg 1, 2 & 3, Delavan St, Meagher St, Little Crowley St Seg 1 & 2 and Cootamundra Rd Seg 1. Urban heavy patching completed. Camp Street Segments 2 & 3 Completed. Reconstruction of Little Crowley St Segment 3, deferred to 2023-24 year.			Completed for Current Year
11	Investigate the provision of access within Temora Shire, including footpaths, ramps and car parking provision	Engineering Assets Manager	Council has a relatively up to date Pedestrian Access and Mobility Plan and Pathways Hierarchy Plan. Tactile Ground Surface Indicator report submitted to Council in June 2023. PAMP Plan to be updated in 2023/24 and consideration of footpath provision considered in 2023/24.			Completed for Current Year
12	Undertake Kerb and Gutter upgrade and renewal in accordance with the Kerb and Gutter Capital Works Program	Engineering Works Manager	Camp Street works completed. Little Crowley Street and nearby Loftus Street works deferred to 2023-24 year. Victoria St kerb modification will be deferred due to Highfields estate, so drainage works coincide.			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
13	Undertake Regional Roads Program in accordance with the determined program	Engineering Works Manager	Maintenance work and response to natural disasters undertaken. For capital budgeted works. Mary Gilmore Way segment 10, 20 and 30 widening and safety works commenced within funding availability with remainder of project to be delivered in 2023-24 year. Mary Gilmore Way and Burley Griffin Way intersection lighting at Ariah Park, commenced however an easement issue saw de-certification of design. The easement issue is currently being resolved and re-certification of design so that physical works can be completed early in the 2023-24 year. Mary Gilmore Way reseals for segments 40, 50 and 60 deferred to 2023-24 year with funding committed as priority to the Segment 10, 20 & 30 project in the current year. Heavy Patching Works completed.			Completed for Current Year
14	Undertake Fixing Country Roads/ Heavy Vehicle Safety and Productivity Program in accordance with the determined program	Engineering Works Manager	Tara Bectric Road widening segments 4, 5 and 7 are funded within Fixing Country Roads Program. Segment 4 & 5 are completed with Segment 7 delayed with completion due by December 2023.			Completed for Current Year
15	Undertake Pavement rehabilitation/ Widening in accordance with the Pavement Rehabilitation/Widening Capital Works Program	Engineering Works Manager	Tara Bectric Road widening segments 4, 5 and 7 are funded within Fixing Country Roads Program. With Segment 4 & 5 completed and Segment 7 to be completed by December 2023. Urban Roads reconstruction works to upgrade to seal are progressing with an extension to funding through			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			to December 2023 following flooding natural disaster events.			

4.2.4: Maintain a sewerage network to service our urban areas

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Undertake Upgrade and renewal works on Sewerage and Recycled Water in accordance with identified program	Engineering Assets Manager	Maintenance and renewal program behind. - Sewer line CCTV scheduled for early 2023/24 Financial Year. - Desilting of Browns Dam has been deferred.			Completed for Current Year
02	Gain S60 approval for Sewerage scheme and recycled water scheme	Engineering Assets Manager	IWCM submitted to DPIE for review and concurrence. Significant work (Recycled Water Management Plan and system upgrades) remaining to achieve section 60 approval. Long term 5 year plus objective.	Water NSW		Completed for Current Year

4.2.5: Provide cemetery grounds that create respectful places for grieving families and friends, and which meet future interment needs of our local community

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Continue to improve functionality of the cemetery.	Director of Environmental Services	Working with FOTSC to improve all various aspects operations and facilities - New Screen fence, vegetation management practices, drainage improvements, new roads	Friends of Temora Shire Cemeteries		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	• Heavy patching and sealing of internal road * Update plinths in Lawn Cemetery (2 in alternate years)		etc. Another good year of achievement, in conjunction with FOTSC.			

4.3: A community that strives to minimise its environmental impacts

4.3.1: Provide waste management facilities and increase opportunities for recycling for residents and visitors

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Reduce the impacts of litter on our community	Director of Environmental Services	Container Deposit initiative is having a positive impact on roadside litter instances. TSC participating in REROC Waste Forum programs to monitor prevalence of litter in our community as well as rolling out education campaigns that they develop in conjunction with NSW EPA			Completed for Current Year
02	Monitor illegal waste dumping hot spots within Temora Shire	Ranger	Illegal waste dumping is not a major issue at the moment, some issues do arise on occasions but this is rare for the time being. Local bins are being used occasionally for dumping household waste, mainly at the lake. This issue surfaces once a month but is not a common occurrence. Parking bays are better, Caravan parks and Platform Y, the Showgrounds no issues. Forest areas no problem at the moment ,National Parks touch base if any issues arise .			Completed for Current Year
03	Respond to community and Government	Director of Environmental Services	Review put to May 2023 Council meeting. Council resolve to keep with the Status quo and further support the Temora			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	demands for the provision of suitable recycling services within Temora Shire		Lions Club with the purchase and installation on a new Cardboard Recycling Press			
04	Maintain waste services in the village of Ariah Park	Director of Environmental Services	Weekly waste service being conducted by Waste management staff. Landfill site successfully operating using key system from Ariah Park Hardware. Funds being re-distributed back to the community via Ariah Park Community Projects committee. Container Deposit facility still not available despite being lobbied for by REROC Waste Forum. - Cleanaway-Tomra still being firm on the 1000 population figure required for such a facility to be provided.			Completed for Current Year

4.3.2: Decrease carbon emissions into the atmosphere (for example, through investment in electric vehicles and charging stations)

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Utilise solar power system installation where economic.	Engineering Assets Manager	Good progress in 2023/24. Recent installs include: - Temora Ag Innovation Centre - Temora Aerodrome x 2 - Pinnacle Buildings in Tonkin St & Aurora Street Recreation Centre is a major project for consideration in next 12 months.			Completed for Current Year

4.3.3: Manage weeds and pests to protect the environment

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Commitment to the eradication of urban weeds and pests	Director of Environmental Services	All funds expended. Good results considering wet year			Completed for Current Year
02	Ensure residents are not adversely impacted upon by untidy or overgrown lots	Ranger	Maintenance on blocks and housing is working well, new contractors also being used as well as our normal contractors. Feral pests are being dealt with upon request, crown lands are proving a challenge but eventually respond to requests. Railway issues take time to action but help arrives in weeks not days.			Completed for Current Year

4.3.4: Conserve and responsibly use our precious water resources

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Ensure sustainable operation and usage of precious water	Engineering Assets Manager	Water use is relatively sustainable with a high percentage of use from recycled sources. Other areas of sustainability could be improved e.g. Procurement, Project Delivery, Energy Use, Sustainability Framework, etc.			Completed for Current Year

4.3.5: Protect our agricultural land by taking action to minimise soil loss and enhance soil health

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support for agricultural community efforts to	General Manager	Council is committed to the research facility, Temora Agricultural Innovation Centre. This organisation is focused on productivity and best practice agriculture.			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	preserve soil health					

4.3.6: Planting native vegetation to provide shade and shelter for livestock, reduce risk of salinity, improve soil productivity, reduce erosion, enhance water quality and create wildlife corridors

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support for agricultural pursuits that improve environmental outcomes	General Manager	Council is committed to the research facility, Temora Agricultural Innovation Centre. This organisation is focused on productivity and best practice agriculture.			Completed for Current Year

4.4: A community that enjoys a variety of open spaces for leisure

4.4.1: Provide parks, reserves, playgrounds and other open space with shade provision, seating and access to drinking water

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Commit to improving the utility of parks and recreation areas within Temora Shire	Engineering Assets Manager	Good progress made in 2022/23. - Shade installed at Nixon Park Playground, Lake centenary Playground and planned for Ariah Park Skate Park. - Council has rolled out the last of five GWCC drinking stations at Temora West Park in late 2022. - Recent amenity improvements made at Gloucester park and planned for Ariah Park Skate Park. - Funding secured for Bradley Park and Federal Park upgrades.			Completed for Current Year

4.4.2: Provide options for dog-off leash areas for residents and their pets to safely enjoy

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Provide areas to enable pet owners to exercise pets	Director of Environmental Services	Future report to be tabled for new dog off leash area.			Completed for Current Year

4.5: A community that sustainably plans for its future

4.5.1: Strategically plan for how our land is used in the medium and long term to ensure that the social, educational, economic and environmental needs of current and future generations are met (including planning for industrial land release, residential lots, schools, open space) Temora Shire Council

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Upgrade of Temora Shire Land Use Strategies	Town Planner	Temora Local Housing Strategy endorsed by Council in June 2022. This will continued to be used to guide further growth in Temora over the short to medium term. The plan has been reviewed and updated in response to changing demands, new information, including 2021 Census, and new developments. Temora Local Environmental Plan amendments for Ariah Park village on hold until completion of Ariah Park Floodplain Risk Management Plan.	Planning NSW		Completed for Current Year

4.5.2: Maintain a Local Emergency Management Committee and Plan that prepares for, educates about and responds to local disasters

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Provide emergency services to meet	Engineering Works Manager	Emergency services where provided meeting the needs of the community through holding the required three (3) Local Emergency Management meetings in August and	Rescue and Emergency NSW, Resilience NSW		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	the needs of Temora Shire residents		December 2022, and April 2023. Mock opening of the Temora Emergency Operations Centre (EOC) was undertaken in August 2022 as a functional exercise to ensure readiness to serve the community in response to emergencies. Review of the Temora Shire Council Emergency Management Plan (EMPlan) undertaken and changes adopted at the April 2023 LEMC meeting. Pre-Event recovery plan is being developed to meet the needs and plan for recovery of the community post emergency. Further education for the community is provided both on councils website and in council natural disaster dashboard which provides advice on pre-planning for emergencies and contact details.			

4.5.3: Implement community, environmental initiatives that promote tree planting, composting, growing vegetables and creating environments that promote biodiversity

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Support for environmental initiatives to improve outcomes for residents of Temora Shire	Director of Environmental Services	A new Landcare Support Officer has been appointed and operating in TSC local government area. Projects delivered include Tree Planting initiatives at Lake Centenary, Aboriginal education at Temora High School etc. Environmental Liaison Committee Small project funding has been utilized to assist in these projects delivery. Landcare Support Officer has recently resigned. New relationships to be re-established in 2023/24			Completed for Current Year

5: Internal Objectives

5.1: Internal Strategies

1: Assets

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Ensure Capital Proposals are optimised and supported by Council	Engineering Assets Manager	Struggling to resource. Commit to deliver basic business case framework in 2023/24 Financial Year.			Not Progressing
02	Assets - Ensure the identification of road assets operated by Council	Engineering Assets Manager	Council has identified and quantified all road assets operated by Council. Some work remains regarding Council maintaining roads under the legal ownership of NSW (Crown Roads) and whether Council should obtain legal ownership of these assets. A report will be presented to Council in the first half of 2023/2024 Financial Year.			Completed for Current Year
03	Assets - Improved long term management of plant assets • Biennial review of Plant Asset Management Plan	Plant Manager	Review completed for 2022/23 year for plant replacement Asset Management Plan with main policy review needed late 2023.			Completed for Current Year
04	Assets - Long term management of	Engineering Assets Manager	Slower progress than anticipated. Revaluation of other infrastructure completed. Transport, Sewer, Buildings and Other Infrastructure registers in good shape. Rec and Open Space and drainage have significant work			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	Council assets		remaining. Higher level Asset Management Framework a focus in 2023/24 Financial Year.			
05	Assets - Improve long term management of sewerage assets and ensure sustainable operation	Engineering Assets Manager	IWCM complete in draft and remains with DPIE for review. Recent employment of an apprentice plumber in the sewer and recycled water area. Good improvements in the sewer and water space in 2022/23 Financial Year. Liquid Trade Waste a 2023/2024 focus. One employee down that will be employed in the 2023/24 Financial Year.			Completed for Current Year
06	Assets - Provide long term management of transport assets including biennial review of Transport Asset Management Plan and associated hierarchy plans	Engineering Assets Manager	Review not complete. Will occur early in 2023/24 Financial Year. Relatively slow year in the asset space, where other projects have taken priority.			Not Progressing
07	Ensure ongoing sustainability of Plant Replacement Program	Plant Manager	Annual plant replacement program was reviewed in support by policy with any new plant replacements sourced with sustainability in mind.			Completed for Current Year

2: Efficiency

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Present Council as a professional, efficient organisation	General Manager	This is an ongoing action and reflects on the adherence to model codes, relationships with stakeholders, adverse findings by oversight bodies and reputation in the community. The success of this strategy will become evident when the next resident satisfaction survey is completed.			Completed for Current Year
02	Ensure quality and homogeneity of Council works	Engineering Works Manager	Quality of works maintained through system processes to ensure adequate materials are sourced, staff are trained and experienced being developed for newer staff. Review of past projects in undertaking works ensure quality is maintained or improved where possible to foster continuous improvement. Quality and safety is a growing concern due to high turn over of staff in the outdoor workforce due inequitable pay against similar industries in Temora. This is seeing new staff who develop skills leave, with council having a few long-term staff close to retirement and majority of remaining workforce less than 5 years service. This issue needs priority attention in 2023-24 to ensure skilled and knowledgeable staff are retained in the outdoor workforce. Homogeneity of works is maintained with different methodology used for construction where projects require such due to site specific matters that need accommodating.			Completed for Current Year
03	Ensure modern approach to engineering administration and management	Engineering Assets Manager	Progress reasonable. 3 of 4 engineering staff undertaking formal study. Staff capacity to cover the quantity and complexity of work is difficult to unachievable currently. Many systems have required developing from scratch and this is challenging to deliver over and above day to day operations.			Completed for Current Year

3: Governance

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Maintain currency of Policies, Procedures and Business Rules	General Manager	All Council policies are included in the Pulse system, providing regular updates, acknowledgement and reminders to ensure currency. As required by the Local Government Act, core policies have been reviewed since the general election in Dec 2021, including Code of Conduct, Code of Meeting Practice, Local Orders. This ongoing review of policies will continue.			Completed for Current Year
02	Provide Mayor and Councillors with sufficient depth of information to enable effective decision making based on sound legislative, economic, social and moral bases	General Manager	Ongoing activity based on requirements of the Local Government Act			Completed for Current Year
03	Program a tour of inspection on the first and third year of a new council	Engineering Works Manager	Postponed first year tour undertaken in 2023. Third year tour will need planning for 2023-24 financial year.			Completed for Current Year

4: Information Technology

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	IT - Provision of Technology Plan for Temora Shire	Administration and Finance Manager	Specific feedback was requested from Council and received. With the new IT Support Officer commencing in June, it was decided to have the IT Support Officer work with Veritech (MSP) to review the feedback and make amendments to the Strategy where required.			Completed for Current Year
02	IT - Take advantage of emerging trends and technologies	Resigned	Hybrid technology (cloud and onsite) has bee increasingly utilised in the back up/disaster recovery sector. Datto Cloud and Onpremise backups have been fully implemented and are in operation. As too has Datto O365 SaaS backups to cloud.			Completed for Current Year
03	IT - Optimise the use of business systems and applications	Resigned	Work is ongoing with Informotion to better streamline and upgrade the Content Manager system. Improvements made include reviewing the system and cleaning up unnecessary settings and issues with system processes. Content Manager is actively being upgraded to v10, with the go live date set for 8th July 2023.			Completed for Current Year
04	IT - Monitor and optimise the use of IT infrastructure and technology	Resigned	There are four sites which operate at the backbone of the network. Whilst there is still an ongoing intermittent issue for the NRCC-Chambers link, all four sites have redundant paths back to the chambers should they need it. Replacing the NRCC/Chambers link has been discussed, and is set to be quoted at the conclusion of a major CCTV network upgrade.			Completed for Current Year
05	IT - Review security issues	Resigned	Through the use of third party consultants, common vulnerabilities and exposures are actively being reviewed for relevance and actions are taken if necessary / affected.	Cyber Security NSW		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
	pertaining to ITC		Also as a part of the major CCTV network upgrade, older network devices are having configurations reviewed and modified to improve security where possible.			
06	IT - Review future direction of application software	Resigned	The current system meets user expectations with the continual update of software. Firewall security software has been upgraded for improved security.			Completed for Current Year

5: Risk Management

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Risk Management - Minimise Council Risk exposure	Safety and Systems Coordinator	The risk management framework is under construction, with completion required by 30/6/2024. Council has approved, by resolution, Risk Management Policy RM-001 and the Risk Appetite Matrix/Criteria RM-100.2. Office of Local Government requirements stipulate that these two documents are to be approved by Council resolution.	Statewide Mutual		Completed for Current Year
02	Risk Management - Develop and implement a “Continuous Improvement Pathway“(Statewide Mutual”) which monitors the Risk Management performance of Council	Safety and Systems Coordinator	The CIP program has been completed for 2022/2023. It is difficult to enact recommended improvements with current resources and higher priority work. The 2023/2024 CIP Program will include Playground's which should create valuable and achievable improvements for TSC, when coupled with some of the improvement suggestions from the 2022/2023 "Signs as Remote Supervision" topic.	Statewide Mutual		Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
03	Risk Management - Commit, as an organisation, to actions, policies and procedures that support a safe and healthy workplace.	Safety and Systems Coordinator	All WHS Priority actions for 22/23 have been completed, ensuring TSC is will receive the WHS Incentive Payment. Development of the Risk management Framework (to meet Office of Local Government requirements) is progressing and will be completed prior to the 30/6/2024 deadline. Council has approved the Risk management Policy and Risk Appetite Criteria/Matrix.			Completed for Current Year

6: Staffing

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Ensure that succession planning of staff is in place and risk to Council implications are minimised	Payroll/Human Resources Officer	Workforce Planning aims to identify areas of Council where staff are about retire. In recognition of the fact that long serving staff hold enormous amounts of knowledge, staff are encouraged to share knowledge prior to their retirement. Over recent years staff turnover rates have increased. Council has appointed Trainees and Cadets in the Engineering and Finance teams, to foster a "grow our own" culture.			Completed for Current Year
02	Ensure optimal mix of staff to meet the operational needs of Council now and in the future	General Manager	The challenge of staff attraction and retention is a key priority moving forward for council. A review of Human Resource functions is underway.			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
03	Improve Council employment conditions and opportunities for people with challenging circumstances (family, disability)	Payroll/Human Resources Officer	Accessibility to workplaces and Council facilities has been improved, in conjunction with TSC Access and Equity Committee. Council offers flexibility for staff members where appropriate, allowing staff to work flexible hours, part times hours, or work from home if required. Council engages the services of Occupational Therapists/Physiotherapists to gauge employees capabilities and limitations to perform duties associated with particular positions.			Completed for Current Year
04	Aim to become an employer of choice	General Manager	Council are currently undertaking a review of the Human Resources function. The issue of attracting and keeping staff in a very competitive environment is a key consideration in the review, acknowledging that Council cannot compete on salary alone.			Completed for Current Year

7: Support Services

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Provision of Quarries that meet the needs of Council	Engineering Works Manager	Development of a new Quarry Safety Management Plan , with a GAP Analysis undertaken in May 2023 by a consultant to review this plan. A consultant was also engaged to take high resolution imagery of council quarries to allow development of site safety plans required by Legislation. Gap Analysis items to be actioned and site safety plans developed to allow finalisation of councils Quarry Management Plan in 2023-24. Practising Certificates to ensure statutory compliance under the Work Health and Safety (Mines and Petroleum Sites) Regulation 2014 gained by Engineering Works			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
			Manager, Overseer and Project/RMCC Coordinator. If already holding a practising certificate prior to 1st October 2022 you must complete the Certificate IV in Surface Extraction Operations (RII40115) prior to 1st October 2024 to retain a practising certificate. Councils Engineering Works Manager, Overseer and Project/RMCC Coordinator have all commenced this Certificate IV.			

8: Miscellaneous

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
01	Reduction in the financial cost, risk and disruption to Council works by Utility Providers	Engineering Works Manager	Not progressed due to complexity as this item which relates to section 138 of the Roads Act, 1993. Councils current process is detailed in the works in the road reserve or nature strip policy where residents along with utility providers can submit applications for works via councils website. Investigation into this matter needs undertaking as to action it is more than a policy review or new S138 policy as compliance monitoring would be required so a financial commitment to resource this would likely be required in terms of staff commitment through this being part of a position in council.			Completed for Current Year
02	Provide facilities for administration staff that meet the needs of users	Director of Environmental Services	Significant upgrade to workstations in Administration area. All new staff now comfortably accommodated. Some planning commenced to upgrade amenities aimed at incorporating a meal/staff room. Note: Additional funding will be required to progress the planning and design aspects on the next stage of this work.			Completed for Current Year

Action Code	Action Name	Responsible Officer Position	Annual Comment	Who can help - Partner	Traffic Lights	Status
03	Maintain relationships with external bodies	General Manager	Council is an active participant in regional and state based organisations. These include * Eastern Riverina Arts * REROC * Visit Riverina * Local Government NSW * Riverina Regional Library Service * Country Mayors Association * Lachlan Valley Transport Committee * Australian Airports Association			Completed for Current Year
04	Provide clear process for the conduct of events within Temora Shire	Economic Development Manager	Council has introduced an online event application process. This has assisted in the flow of information from applicants seeking to conduct an event supported by information resources on the process.			Completed
05	Develop priority projects to 'shovel ready' level to take advantage of grant opportunities	Engineering Assets Manager	Struggling to resource. Remain active and relatively successful in acquiring grants, however I acknowledge / highlight that projects could be better developed to improve scope creep and project outcomes. Currently struggle to have appropriate available resources.			Completed for Current Year
06	Ensure adequate resources to fulfil the needs of residents	Director of Administration and Finance	Council has advocated for a review of the rate peg methodology.			Completed for Current Year

13 ENGINEERING SERVICES

13.1 EVENT APPLICATION - V8 SUPERBOATS

File Number: REP23/983

Author: Engineering Technical Officer

Authoriser: Engineering Asset Manager

Attachments:
1. Event Application ⇩
2. Correspondence ⇩

REPORT

An event application has been lodged for 3 rounds of the V8 Superboats at Lake Centenary. The events are to be held on Saturday 9th September 2023, 4th November 2023 and 3rd February 2024.

The V8 Superboats Committee have requested that Council waive the event fees (correspondence attached).

Council has an annual budget allocation of $3,200 to support the V8 Superboats.

Budget Implications – Cost is per single event (3 in total)

Task	Qty	Unit	Rate	Cost
Event Bins (supply, delivery & collection)	8	Each	$10	$80
3 Stand Toilet Block	1	Each	$295	$295
4 Stand Toilet Block	1	Each	$355	$355
Delivery, Installation & Pickup	1	Each	$295	$295
Temporary Fencing Panels x 10 (supply, delivery & collection) x 2 staff inc. plant	4	Hours	$130	$520
Small Event Application fee	1	Each	$55	$55
			TOTAL	**$1,600**

RESOLUTION 118/2023

Moved: Cr Graham Sinclair
Seconded: Cr Lindy Reinhold

It was resolved that Council support the V8 Superboats up to the $3,200 budgeted amount.

CARRIED

Report by Amanda Colwill

Event Application Form

Submitted on	10 July 2023, 12:51PM
Receipt number	50
Related form version	0

1. Event Details

Event name	Temora V8 Superboats Round 1
Event start date and time	Friday 8th September 9am
Recurring dates	4th November, 3rd February
Event end date and time	Sunday 10th September, 12pm
Location of event	Lake Centenary
What date and time do you require acccess to the venue before the event?	The Friday before each event.
What date and time do you require access to the venue after the event?	Sunday - pack up
Description of event	V8 Superboats Championships
Estimated number of staff/volunteers	100
Estimated number of attendees	1000-2000

2. Event Organiser

Event organiser	Marnie Smith
Organisation name	
Oganisation type	Registered business
Contact phone number	0401271313
Contact email address	marniesmith@live.com.au
Organisation address	157 Victoria Street, Temora
Contact number on the day of the event	0408635832

3. Insurance

Insurance company	
Policy number	
Policy expiry date	
Value of insurance	
Name of person/organisation insured	
Please upload your insurance policy	

Publicity

Details of event for advertising purposes	Can send poster at later date
Please upload a high res image to accompany advertising	
Attach another high quality image for advertising	
Attach another high quality image	

4. Event requirements

4. a) Does your event require road closures?	Yes No
4. b) Is your event to be held on Council property?	Other: Lake Centenary
4. c) Do you require additional garbage bins?	Yes
4. c) Do you require additional garbage collection?	Yes
4. c) Please outline the cleaning management strategy in place to ensure the event site is clear of waste following the event.	Skip bins will be organised for the event, volunteers to clean up after the event.
If you require more room for your Waste Management Strategy, please upload it here.	
4. d) Does your event require the inclusion of any structures:	Tents
4. e) Are you planning on using amusement rides or fireworks as part of your event?	None
4. e) Please list the amusement rides, supplier and their telephone number	
Please upload an extended list of amusement rides if there is	

not enough room on this form	
Name	
Address	
Telephone number	
Proposed time of display (start and finish times)	
Please select the appropriate box for type of permit held:	
4. f) Will access by machinery/vehicles on surfaces other than roadways be required?	No
4. f) Describe the nature, size, and number of vehicles, number of vehicle movements and the purpose of access:	
4. g) Will food be sold at your event?	Yes
4. g) If you propose to sell food at your event, please provide details:	Takeaway food vendors will attend
4. h) Will alcohol be sold at your event?	It is a BYO event (no glass)
4. h) Please provide a copy of the liquor licence	
4. i) Will a public address system be used at your event?	Yes
4. i) Please provide details, including start and finishing times, for amplified sound	Sat 9th September - 12pm-7pm
4. i) Please upload a Noise Management Plan	
4. j) Do you require the use of power (where possible)?	Yes
4. j) Select what kind of power source you require:	15 amp
4. j) Will a generator or other power source be used?	Yes
4. j) Do you require access to Council's power supply (where available)?	Yes
4. j) Do you require Council's fixed lighting where available (fees may apply)?	No
4. j) Please indicate the times required for lighting	
4. k) Do you require extra amenities to be provided on site?	Yes
4. k) Please provide details regarding the number of additional toilet facilities intended to be placed on-site and the name of the provider of the service	Porta loos by Kennards Toilet blocks by TSC

4. l) Do you require access to Council's water supply (where available)?	Yes
4. l) Please indicate the extent and purpose of the water supply (fees may apply)	
4. m) Do you require outdoor advertising signs or banners?	Yes
4. m) Please provide details of signs and/or banners	Event sign on the road near Lake Centenary
4. m) Please provide details of the proposed location of the signs	
Please upload a site map of your event	

Checklist

Have you included:	
Have you notified emergency services of your event (Police, Fire Department, Ambulance)?	Yes

Signature

Please sign and date this application	 Link to signature
Date	10/07/2023

To Temora Shire Council,

I am writing to you today on behalf of the V8 Superboats committee regarding our events we are hosting at Lake Centenary on Saturday 9th September 2023, 4th November 2023 & 3rd February 2024.

We would like to request for the fees to be waived for these events as you have generously done for us in previous years. Our committee would greatly appreciate it. We would happily recognise Temora Shire Council as a sponsor for these events.

Many thanks,

V8 Superboats Committee & Marnie Smith
Event Organiser

13.2 ABORIGINAL LAND CLAIM - DETERMINED CLAIM (ARIAH PARK)

File Number: REP23/989

Author: Engineering Technical Officer

Authoriser: Engineering Asset Manager

Attachments:
1. Council Report (June 2023)
2. LGNSW Correspondence

REPORT

A report was presented to the June Assets & Operations Committee and subsequent Council Meeting in relation to an Aboriginal Land Claim which was granted, located in Ariah Park (report attached).

In accordance with Council's previous resolution, Council officers have sought legal advice through Local Government NSW (attached). In summary the advice agrees with the initial assessment that Council should not appeal the decision.

Further to this, clarification was sought from the Crown Lands Department around the appeal process. They have since advised that the appeal period relates to *S36(6) of Aboriginal Land Rights Act 1983*, which provides for an Aboriginal Land Council to appeal the decision. The legislation does not provide for Local Government to appeal the decision.

In addition to the above, Council's Rates Department have since received notification requesting the transfer of the land parcel (Lot 1; DP 703492) to the Narrandera Aboriginal Land Council which is currently in progress.

RESOLUTION 119/2023

Moved: Cr Claire McLaren
Seconded: Cr Lindy Reinhold

It was resolved that Council note the report.

CARRIED

Report by Amanda Colwill

4.4 ABORIGINAL LAND CLAIMS - DETERMINED CLAIM

File Number: **REP23/759**

Author: **Engineering Technical Officer**

Authoriser: **Engineering Asset Manager**

Attachments: **1. Site Map**

REPORT

Council has received a fortnightly report from Crown Lands advising of all Aboriginal Land Claims (ALCs) that have been determined/withdrawn within that period.

There is one ALC listed within the Temora LGA that has been determined and granted. Details are included below:

Land Claimed: Lot 1; DP 703492

Description: Whole

Claim No: ALC 17901

Lodged By: New South Wales Aboriginal Land Council

On Behalf Of: New South Wales Aboriginal Land Council

Date of Claim: 01-Jun-2009

Determination: Granted

Date of Determination: 01-May-2023

Appeal Period Expiry: 01-Sep-2023

LGA: Temora

Suburb: Ariah Park

Local Aboriginal Land Council: Narrandera

A site map is attached to this report. Should Council wish to appeal the decision, the appeal period closes on the 1st of September 2023.

COMMITTEE RESOLUTION 69/2023

Moved: Cr Nigel Judd
Seconded: Cr Rick Firman

That the Committee resolved to recommend that Council seek legal advice as to whether Council should appeal the decision.

CARRIED

Report by Amanda Colwill


ARIAH ST
REID ST
ASHTON ST
LITTLE ARIAH ST
HOPETOUN ST
DEAKIN ST
1 703492
2 703492
190 729713
191 729713
189 729713
0 10 20 30 40 m
Projection: GDA2020 / MGA zone 55
Date: 24/05/2023
Created By: Amanda Obst
© Tamora Shire Council
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TEMORA

From: <@lgnsw.org.au>
Sent: Thursday, July 6, 2023 11:55 AM
To: Claire Golder <cgolder@temora.nsw.gov.au>
Cc: <@lgnsw.org.au>
Subject: RE: Aboriginal Land Claim Temora Shire

Dear Claire,

1. Instructions

1.1. We refer to your correspondence dated 16 June 2023.

1.2. We are instructed as follows:

(a) The parcel of land in question is located at 5 Hopetoun Street Ariah Park Lot 1 DP 703492 (‘**the lot’**).

(b) The Aboriginal land claim on the site was made on 1 June 2009. This was discovered when Council lodged a request to have a new reserve for Community Purposes placed over the lot and then to have Council appointed as land managers in 2018 (this was included in the Advice to Council from the Department of Industry in 2018 (‘**2018 Advice**’)).

(c) In 2018 the Ariah Park Community Park Preschool identified this site for the construction of the new Ariah Park Preschool.

(d) The 2018 Advice also stated that ‘*… looking at the status of the site, remember this is my view and is not a legal opinion, there is a current reserve for Future Public Requirements, however it was untenanted at the date of claim, (and fact remains vacant). There is no appointed Land Manager. So, it would appear that the land is claimable Crown land*.’

(e) The 2018 Advice went on to say what the council would need to do. This can be summarised as:

a. The Council needed to prove that the land was needed prior to the date of the claim

b. The question that needed to be answered was why did the pre-school need to be located on this parcel of land and not somewhere else?

c. The Advice concluded that the land could not be used as a preschool site and their best option was to seek out another suitable site in the village.

(f) The evidence put forward by Council was subsequently considered insufficient by Crown Lands to make a strong enough case for the continuous use of the site for a public purpose or that the preschool was intended to be used for an essential purpose at the time of the land claim.

(g) Council has since received written advice that the Ariah Park Preschool sourced an alternative site where the preschool has since been built.

(h) On 1 May 2023 the claim was granted to the Narrandera Local Aboriginal Land Council.

(i) The following Council motion was passed on 16 June 2023:

a. *Council is to seek legal advice as to whether Council appeal the decision.*

(j) You have told us that your opinion is that Council should not lodge an appeal as the site is not used for a lawful purpose and is not occupied, and therefore Council has no grounds for appeal.

1.3. Council seeks advice on:

(a) Whether Council should appeal the decision of Crown Lands to grant the Aboriginal land claim.

(b) Council has until 1 September 2023 to lodge an appeal.

1.4. This advice is written based on your instructions. If there are any errors in my recount of the instructions, please notify me so that I can amend the advice accordingly. I stress that only Council has access to all the resources to address each of the requirements below to determine whether the land was previously classified for a lawful use or occupation and for an essential public purpose.

2. Summary of Advice

2.1. With reference to the specific question within the advice sought on behalf of the Council and assuming there are no other relevant factors we advise the following:

(a) This advice agrees with your initial assessment that Council should **not appeal** the decision. There is insufficient evidence to support that at the time of the claim, the land was lawfully used or occupied or needed for an essential public purpose.

2.2. I re-direct your attention to the advice provided to you on 9 June 2023 which contains the law that I rely upon to answer your most recent request.

3. The Test

3.1. The test for claimable Crown land is found at section 36 of the *Aboriginal Land Rights at 1983* (NSW):

36 Claims to Crown lands

(1) In this section, except in so far as the context or subject-matter otherwise indicates or requires—

claimable Crown lands means lands vested in Her Majesty that, when a claim is made for the lands under this Division—

(a) …,

(b) are not lawfully used or occupied,

(b1) …,

(c) are not needed, nor likely to be needed, for an essential public purpose, and

(d) do not comprise lands that are the subject of an application for a determination of native title (other than a non-claimant application that is an unopposed application) that has been registered in accordance with the Commonwealth Native Title Act, and

(e) do not comprise lands that are the subject of an approved determination of native title (within the meaning of the Commonwealth Native Title Act) (other than an approved determination that no native title exists in the lands)

3.2. The use of 'and' suggests that the criteria in subsections 35(1)(d) and (e) must also be met to satisfy the definition of "claimable Crown lands". Similar to the first advice, for the purpose of this analysis, it is assumed that subsections 35(1)(d) and (e) are met.

3.3. For our purposes, the test becomes two-limbed comprising the following elements. If either applies, the land will not be claimable. The questions to be answered are:

(a) Is the land lawfully used or occupied, and

(b) Is the land used for an essential public purpose.

3.4. The initial Aboriginal Land Claim dates to 1 June 2009. This was discovered by Council in 2018 when planning began for the construction of the new Ariah Park Preschool.

3.5. This advice relies on the law that was outlined in the email sent to you on 9 June 2023 (‘**the email**’).

4. Use and Occupation

4.1. The same law included in the email under the subheading ‘Use and Occupation’ applies here. The first question is whether the lot is lawfully used or occupied.

4.2. To prevent a recopying of the law, at the beginning of each paragraph below I have written the paragraph numbers from the email that correspond to the law that is relevant to each point made here.

4.3. Paragraphs [1]-[5] – In your instructions you explained that Council had previously submitted that the lot was reserved for public purposes and there was some use of the site, however, the Crown did not consider it was enough to constitute a robust case to show continuous use of the site for a public purpose.

4.4. Presently, as a question of fact it does not seem that the land is lawfully used or occupied; it appears to be vacant. The evidence that it is vacant is supported by the aerial image supplied in your email and that the 2018 Advice states that the land was untenanted at the date of the claim and remained vacant in 2018. Further to this, your instructions do not include any information as to any use or occupation of the land.

4.5. Even where the land may be reserved for ‘Future Public Requirements’, the ‘mere act of ‘reserving’ the land for a particular use does not mean that it is used for that purpose, something more is required.

4.6. Paragraphs [6]-[8] – There is no evidence of constructive use or occupation on the facts, and even if there were, this is insufficient as there must be actual use or occupation.

4.7. Paragraphs [9]-[10] – Your instructions do not include any information about activities taking place on the land. Therefore, there are no activities to consider in determining if the land is used or occupied.

4.8. Paragraphs [11]-[14] – Again, given the insufficiency of evidence of activities on the land, it is difficult to apply this law here.

4.9. As I can only provide advice based on the information provided it is important to advise me if Council is aware of any usage or occupation of the land where the law outlined in the email might apply.

4.10. On the information provided there seems to only have been one previous attempt to use the land as a pre-school, which was rejected and consequently the pre-school was built elsewhere. I re-iterate the instructions that you provided suggest that the land is vacant and nothing more than a potential claim for future use hangs over the lot.

5. Essential Public Purpose

5.1. The same law included in the email under the subheading ‘Are not needed, nor likely to be needed for an essential public purpose’ applies here. The next question is whether the lot is needed for an essential public purpose.

5.2. Again, to prevent a recopying of the law, at the beginning of each paragraph below I have written the paragraph numbers in the email that correspond to the law that is relevant to each point made here.

5.3. Paragraph [187] – There are no instructions as to whether the land is needed or likely to be needed as a question of fact, other than a tenuous claim for future land use.

5.4. Paragraphs [188]-[190] – In order to object on the basis that the land is needed to achieve an essential public purpose Council will need to consider whether the land is wanted or needed for anything that the area is lacking and which there is no other space for that facility to take place. The follow-up question is whether such a need is reasonable. If Council can argue that the Future Public Requirements satisfy this question, then Council may have a case, however there will need to be evidence that steps have been taken to achieve the essential public purpose before the date of the claim [194].

5.5. Paragraphs [191]-[193] – Even if the activities on the land were to be conducted by the Council, there remains various other hurdles to traverse. There is no standardised approach; what may be considered in one scenario as an essential public purpose may not be in another. For this reason, it is important for Council to know all the facts about any intended "essential public purpose" if it did intend to appeal the decision.

5.6. Paragraphs [194]-[195] – if Council has taken any steps to prepare the land for its alleged essential public purpose these need to be documented. It is irrelevant to consider if Council could have looked to another block of land to carry out the 'essential purpose'.

5.7. Paragraph [196] – With Council's knowledge of the Future Public Requirements, it may be useful to look at the examples listed in this paragraph to determine whether the intended use would be found by a Court to qualify as an essential public purpose.

5.8. Paragraph [50] – Where regarded as a likely need for the essential purposes as opposed to the actual need, such a need must be real and not remote.

5.9. Again, although the land has been reserved for some Future Public Requirements, the bar to satisfy essentiality is high. Unless Council intends to use the land for a public reserve, park or other public facility that can be deemed as essential, and there are limited spaces such as this (i.e. parks, reserves etc.) in the area already, it will be difficult to argue that the lot is needed for an essential public purpose. It is also necessary to provide evidence that actions that may have occurred on the land were required for the purposes of, or in furtherance of, incidental to or ancillary to, the reserved purpose of "future public requirements".

5.10. In the recent case of *Quarry Street Pty Ltd v Minister Administering the Crown Land Management Act 2016* [2023] NSWLEC 62, it shows that even land situated in busy suburban areas like Paddington are susceptible to Aboriginal Land Claims if the land is not lawfully used or occupied for an essential public purpose.

14 ENVIRONMENTAL SERVICES

14.1 CONTAMINATED LANDS POLICY

File Number: **REP23/964**

Author: **Director of Environmental Services**

Authoriser: **Director of Environmental Services**

Attachments: **1. Model Contaminated Land policy**

REPORT

Purpose

- To outline amendments made to the RAMROC-REROC Model Contaminated Land Policy adopted by Council in 2017.
- To guide Council's decision-making in a process to adopt the draft Model Contaminated Land Policy (2023) ('draft Model Policy').

General

The draft Model Policy outlines Council's commitment in regard to managing contaminated land in Temora Shire LGA. This commitment continues to be anchored in the 'contaminated land planning guidelines' (i.e. the SEPP55 Planning Guidelines – Remediation of Land (1998)).

The draft Model Policy is a copy of the current RAMROC-REROC Model Contaminated Policy that Council adopted in 2017. It also includes amendments identified in consultation with both Council and with the project steering committee.

These amendments pertain to:

- Incorporating changes in the regulatory landscape related to contaminated land,
- Addressing feedback received from Council on their experiences and learnings in implementing the current RAMROC-REROC Model Contaminated Land Policy, and
- Council's request for additional 'best practice resources'.

(Draft) Model Contaminated Land Policy (2023)

The objectives of the draft Model Policy are unchanged, solely on the basis that the *Resilience and Hazards SEPP (2021)* incorporated an unchanged *SEPP55 Planning Guidelines – Remediation of Land (1998)*.

Feedback received from participating Councils on their experiences and learnings in using the current Model Policy resulted in amendments to the draft Model Policy. This included:

- An update of the risk-based approach for the assessment of site contamination,
- Extending the risk-based approach to include UPSS, and
- To expand the coverage of the 'best practice resources'.

The development assessment and consent clauses were developed with guidance and input from Council. These were tested at the training workshops delivered in May and June 2023 with Council providing constructive feedback that resulted in amendments to this clause.

The 'optional' risk-based approach for Council to manage its regulation responsibilities pertains specifically to the monitoring of UPSS sites. Council could monitor these sites to confirm they maintain compliance with Development Consent and/or the UPSS Regulation 2019. The relevant clauses of the draft Model Policy do not commit Council to a UPSS inspection and monitoring requirement. Rather these clauses outline a risk-based approach that Council may elect to implement, and with a view to make informed decisions in regards to a UPSS inspection program. This is consistent with advice received from Council in our consultations and in the abovementioned training workshops.

This 'optional' risk-based approach has been supplemented with new 'best practice resources' including guidance documents and tools. Some of these have already been used by Council to assess the risk of identified UPSS sites in their local government area.

Implications on Council

The draft Model Policy does not present any new implications on Council in regards to the management of contaminated land. Contaminated land clauses remain unchanged with exception to those related to changes in the regulatory landscape that Council has already implemented.

This includes Local Planning Direction 4.4 where a 'preliminary site investigation' report is required to be attached to a planning proposal when and only when specific conditions are triggered.

The draft Model Policy includes a new section on UPSS. This section outlines requirements of an 'appropriate regulatory authority' under the UPSS Regulation 2019. These requirements are not new and have been applied by Council in development assessment and consent processes for new or significantly modified UPSS.

The new UPSS section also outlines an 'optional' risk-based approach for Council to manage the risk associated with the ongoing operation and maintenance of UPSS in their local government area. Council was provided with training and guidance on this approach, as well as data on UPSS sites in their local government area.

Council is to be provided with 'best practice resources' that relate UPSS requirements to specific Council business processes. These resources will guide and inform Council decision-making processes on the extent to which (if at all) UPSS are managed by Council in their local government area.

RESOLUTION 120/2023

Moved: Cr Jason Goode
Seconded: Cr Max Oliver

It was resolved that the policy be put on public exhibition for the mandatory twenty-eight (28) days, with any submissions brought back to Council for consideration prior to any formal adoption.

CARRIED

Report by Kris Dunstan

Version: 2023.4
(23 June 2023)

MODEL **CONTAMINATED LAND** POLICY

PREPARED BY:
Riverina and Murray Joint Organisation
Riverina Eastern Regional Organisation of Councils
Far North West Joint Organisation
Dubbo Regional Council





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1. PURPOSE

THE PURPOSE OF THIS POLICY IS TO ESTABLISH A FRAMEWORK THAT OUTLINES HOW COUNCIL WILL ACT IN GOOD FAITH WITH THE *CONTAMINATED LAND PLANNING GUIDELINES* WHEN CONSIDERING THE POTENTIAL OF SITE CONTAMINATION IN ITS LAND-USE PLANNING AND DEVELOPMENT CONTROL DECISION-MAKING PROCESSES.

2. OBJECTIVES

This policy aims to:

- enable Council to consider the likelihood of land contamination as early as possible in land-use planning and development control processes
- avoid any inappropriate restrictions on land use
- ensure a proposed change in land use or any development will not increase the risk of harm to human health and the environment
- ensure any contaminant is remediated to a level that complies with relevant contamination criteria as required by regulation, thereby ensuring the land is suitable for its intended use
- enable Council to provide accurate and timely information and advice to inform and support decision-making in land-use planning and development control processes
- enable the community to be informed of Council's requirements regarding the management of contaminated land
- enable Council to exercise its land-use planning and development control functions with a reasonable standard of care and diligence.

3. SCOPE

This policy provides information to internal and external stakeholders, interested parties and the broader community on Council's position on managing land contamination.

This policy applies to all land within the [CouncilName] local government area.

This policy is predicated on the requirements of Chapter 4 ('Remediation of Land') of the *State Environmental Planning Policy (Resilience and Hazards) 2021 (Resilience and Hazards SEPP),*[1] as elaborated in its contaminated land planning guidelines.[2]

This policy is applicable to staff involved in Council land-use planning and development control functions, as well as in waste management and in managing public land and Council assets.

This policy is also applicable to:

- a principal certifying authority
- consultants (for example, strategic and statutory planning, contaminated land practitioners, underground petroleum storage systems practitioners)
- property developers
- landowners and/or managers
- members of the public.

[1] The content of Chapter 4 of the *Resilience and Hazards SEPP* was formerly the *State Environmental Planning Policy No. 55 – Remediation of Land* (guidelines for which can be found in *Managing Land Contamination: Planning Guidelines: SEPP55 – Remediation of Land*, https://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/clm/managing-contaminated-land-guidelines-remediation.pdf).

[2] These guidelines, referred to in the *Resilience and Hazards SEPP*, are those found in Schedule 6(3) of the *Environmental Planning and Assessment Act 1979.*

4. DEFINITIONS

Term	Definition
Abbreviations	
ARA (appropriate regulatory authority)	Under section 6(3) of the *POEO Act*, Council is declared as the ARA for matters under the *UPSS Regulation*.
PCA (principal certifying authority)	A certifier can be either a council or a registered certifier. A registered certifier is also known as a principal certifying authority. Certifiers have statutory obligations and functions under the *Building and Development Certifiers Act 2018*, the *EP&A Act* and other legislation, including the *Building and Development Certifiers Regulation 2020.* This includes issuing construction and occupation certificates under Part 6 of the *EP&A Act.*
UPSS (underground petroleum storage system)	A system of tanks, pipes, valves and other equipment that is designed to either contain petroleum or to control its passage into, out of, through or within the system. The system includes any structure through which petroleum routinely passes from one part of the system to another.
Legislation	
Contaminated Land Management Act 1997 (CLM Act)	Establishes a process for the EPA to identify, investigate and (where appropriate) order the remediation of land if the EPA considers the land to be significantly contaminated.
Contaminated Land Planning Guidelines	Under Schedule 6 section 3 of the *EP&A Act,* the Minister can notify the publication of planning guidelines related to contaminated land under the *Resilience and Hazards SEPP* for purposes of Schedule 6 section 2 ('good faith' provisions) of the *EP&A Act.*
Environmental Planning and Assessment Act 1979 (EP&A Act)	The principal legislation of the NSW planning system that governs land-use planning and development control functions in NSW.
Protection of the Environment Operations Act 1997 (POEO Act)	Establishes a framework to protect, control and investigate pollution.
Protection of the Environment Operations (Underground Petroleum Storage System) Regulation 2019 (UPSS Regulation)	Establishes a framework for the design, installation, operation, maintenance and decommissioning of an underground petroleum storage system. Also designates Council as the 'appropriate regulatory authority' to administer the requirements of the *UPSS Regulation*.
State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (Exempt and Complying Development Codes SEPP)	Establishes the rules and standards for exempt and complying development.
State Environmental Planning Policy (Resilience and Hazards) 2021 (Resilience and Hazards SEPP)	Outlines a planning framework for the remediation of contaminated land. Formerly known as SEPP55 – Remediation of Land.

Term	Definition
Processes	
Category 1 remediation work	Remediation work that requires the consent of Council under the *Resilience and Hazards SEPP*.
Category 2 remediation work	Remediation work not requiring the consent of Council under the *Resilience and Hazards SEPP*.
Detailed site investigation	An investigation to define the extent and degree of contamination, to assess the potential risk posed by contaminants to health and the environment, and to obtain sufficient information for developing a remediation action plan if required. Reporting requirements for a detailed site investigation are as outlined in the *National Environmental Protection (Assessment of Site Contamination) Measure 1999* (amended 2013) and in relevant guidelines made by the EPA regarding reports to be prepared by contaminated land consultants.
Independent review	An evaluation by an independent expert, with the appropriate competencies and qualifications, of the work of a primary consultant for all types of contaminated sites.
Initial evaluation	A process undertaken by Council to consider the potential for land to be contaminated, and the impacts of that contamination on the suitability of the land for proposed uses, when determining development applications or when preparing environmental planning instruments.
Preliminary site investigation	An investigation to identify any past or present potentially contaminating activities; provide a preliminary assessment of site contamination; and, if required, provide a basis for a detailed investigation. Reporting requirements for a preliminary site investigation are as outlined in the *National Environmental Protection (Assessment of Site Contamination) Measure 1999* (amended 2013) and in relevant guidelines made by the EPA regarding reports to be prepared by contaminated land consultants.
Remediation	The remediation of contaminated land is the (i) preparation of an environmental management plan (if required); (ii) removal, dispersal, destruction, reduction, mitigation or containment of the land contamination; and (iii) elimination or reduction of any hazard arising from the land contamination (including by preventing the entry of persons or animals on the land).
Remediation action plan	A plan that sets out remediation goals and that documents the proposed process for remediating a site. Reporting requirements for a remediation action plan are outlined in the relevant guidelines made by the EPA regarding reports to be prepared by contaminated land consultants.
Validation	The process of determining whether the objectives for remediation and any conditions of development consent have been achieved. A report on the validation is to detail the site work undertaken and demonstrate compliance with the remedial action plan for the site, and compliance with the contaminated land planning guidelines and all other applicable regulatory requirements. Reporting requirements for validation are elaborated in the relevant guidelines made by the EPA regarding reports to be prepared by contaminated land consultants.

Term	Definition
Terms	
Authorised officer	Authorised officers have regulatory powers and functions under environment protection legislation, as prescribed in Council's delegations of authority.
Complying development certificate	A certificate indicating approval for straightforward residential, commercial and industrial development, generally for building works larger than exempt development.
Contaminated land	Contaminated land is typically land that have been used for industrial or agricultural activities, or individual sites that store chemicals, such as service stations and dry cleaners. *Also see - Appendix 2*
Contamination	The presence in or under the land of a substance above the concentration at which the substance is normally present in or under that land at the same locality, being a presence that poses a risk of harm to human health or any other aspect of the environment (section 5 of the *CLM Act*). *Also see* – 'pollution incident'
Development control plan	Provides detailed planning and design guidelines to support the planning controls in the local environmental plan developed by Council.
Environmental management plan	An environmental management plan for contaminated land documents the mitigation measures and/or monitoring requirements where full clean-up of a site is not feasible or where the onsite containment of contamination is proposed.
EPA guidelines	Guidelines made or approved by the EPA in relation to managing site contamination.
Investigation area	Land declared to be an investigation area by a declaration in force under Part 3 Division 2 of the *CLM Act*.
Local environment plan	A plan that guides planning decisions for Council through zoning and development controls. Amendments to the local environment plan are through planning proposals.
Newbury test	The Newbury test states that a condition of consent must be imposed for a planning purpose (not an ulterior one); must fairly and reasonably relate to the development that is the subject of the development application; and must not be so unreasonable that no planning authority would have imposed it.
Planning proposal	Council may draft a planning proposal to amend a local environment plan and submit it to the department for Gateway determination.
Pollution incident	An incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises. *Also see* – 'contamination'

Term	Definition
Terms	
Section 10 planning certificates	Formerly section 149 planning certificates. Section 10 planning certificates provides information regarding the development potential of a parcel of land. There are two types of planning certificates – section 10.7(2) and section 10.7(5). These certificates show the zoning of the property, its relevant state, regional and local planning controls and other property constraints such as land contamination, level of flooding and bushfire prone land. Section 10.7(5) certificates also include advice from 'other authorities' and certain information that Council holds on a property that is relevant to the land but is not disclosed in a section 10.7(2) certificate.
Sensitive receptor	Receiving environment or sensitive receiver. This is either a use of land for residential, educational, recreational or childcare purposes, or for the purposes of a hospital, or land identified as sensitive environmental land.

5. REFERENCES

The following Council policies and procedures are relevant to this policy:

- [Asbestos management policy]
- [Compliance and enforcement policy]
- [Soil and water management policy]
- [Engineering guidelines and technical specifications]
- [Inspection and monitoring procedures]
- [Tree preservation order process]
- [Flood mapping]
- [Add additional relevant policies and procedures]

The following legislation and standards are referenced in this policy:

LEGISLATION

- *Building and Development Certifiers Act 2018*
- *Building and Development Certifiers Regulation 2020*
- *Contaminated Land Management Act 1997*
- *Conveyancing Act 1919*
- *Environmental Planning and Assessment Act 1979*
- *Environmental Planning and Assessment Regulation 2021*
- *Environmentally Hazardous Chemicals Act 1985*
- *Government Information (Public Access) Act 2009*
- *Home Building Act 1989*
- *Local Government Act 1993*
- *Local Planning Directions*
- *National Environment Protection (Assessment of Site Contamination) Measure 1999* (as amended)
- *Protection of the Environment Operations Act 1997*
- *Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019*
- *Protection of the Environment Operations (Waste) Regulation 2014*
- *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*
- *State Environmental Planning Policy (Resilience and Hazards) 2021,* Chapter 4 ('Remediation of Land')
- *Water Management Act 2000*
- *Workplace Health and Safety Act 2011*
- *Workplace Health and Safety Regulation 2017*

GUIDELINES

- *Guide to Complying Development* (2022)
- *Guide to Writing Conditions of Consent* (2021)
- *Guidelines for Implementing the Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019* (2020)
- *Guidelines for the Vertical Mixing of Soil on Former Broad-Acre Agricultural Land* (2003)
- *Noise Policy for Industry*
- *Interim Construction Noise Guideline*
- *Liquid Trade Waste Management Guidelines (DPIE, 2021)*
- *Managing Land Contamination: Planning Guidelines: SEPP55 – Remediation of Land* (1998) (and its revised form, the *Contaminated Land Planning Guidelines,* when released)
- *Managing Urban Stormwater: Soils and Construction* (4th ed., LANDCOM, March 2004)
- *Waste Classification Guidelines* (2014)
- Statutory guidelines made or approved by the NSW EPA under the *Contaminated Land Management Act 1997*
- Non-statutory guidance documents made by the NSW EPA

STANDARDS

- *Australian Standard AS 1940-2017: Storage and Handling of Flammable and Combustible Liquids*
- *Australian Standard AS 4897-2008: The Design, Installation and Operation of Underground Petroleum Storage Systems*
- *Australian Standard AS 4976-2008: The Removal and Disposal of Underground Petroleum Storage Tanks.*

Best practice resources are available to assist Council in implementing this policy. These resources are listed in Appendix 1.

6. CONTENT

6.1. Policy statement

1. Council acknowledges that land contamination poses a risk of harm to human health and the environment.

6.2. Responsibilities

1. Council will act in good faith with the *Contaminated Land Planning Guidelines* by ensuring due care and diligence in considering land contamination in Council's land-use planning and development control functions.
2. Council will identify, evaluate and manage contaminated land so as to not increase the risk of harm to human health and the environment:
    a. when preparing or making a planning instrument (including a planning proposal) and a development control plan (Part 3 of the EP&A Act)
    b. when considering the potential for land contamination in development assessment and consent processes (Part 4 of the EP&A Act) and in environmental impact assessment processes (Part 5.1 of the EP&A Act)
    c. in building and subdivision certification processes (Part 6 of the EP&A Act)
    d. when managing public land and assets, including land managed or under the control of Council
    e. when managing waste, including contaminants in soil.
3. Council will not approve a development application or lodge a planning proposal unless it is satisfied, based on information available to it under this policy, that that land is suitable, or can be made suitable, for its proposed use.
4. Council will consider the potential of land contamination in a process to furnish the contaminated land information that is required on planning certificates (section 10.7 of the *EP&A Act*).
5. With respect to sites with operational or abandoned underground petroleum storage systems, Council acknowledges that it is the ARA under the *UPSS Regulation*.
6. Council also acknowledges the regulation of underground petroleum storage systems sites is also under various other legislation administered by state departments and agencies, including SafeWork NSW and NSW Fair Trading.

6.3. Information management

1. Council will maintain and update a contaminated land site register so as to comply with section 59(2) of the *CLM Act* in furnishing contaminated land information on planning certificates under section 10.7 of the *EP&A Act*.
2. The contaminated land site register will include information on actual and potential land contamination to inform its land-use planning and development control functions in alignment with the *Contaminated Land Planning Guidelines*.
3. The list of sites in the contaminated land site register will be compiled, maintained and updated in good faith in the interests of responsible land-use planning and development control and is to be used as a first point of reference by Council.
4. Information on actual or potential land contamination contained in Council's contaminated land site register is to be supplied to the public only by either:
    a. issuing a section 10.7 planning certificate under the *EP&A Act*
    b. a Council officer with delegation to approve the release of reports identified in Appendix 3 that have been provided to Council
    c. providing access to information and documents in accordance with *Local Government Act 1993* and *Government Information (Public Access) Act* 2009.

CONTAMINATED LAND SITE REGISTER

5. Council's contaminated land site register should contain accurate and reliable information for individual parcels of land on:
    a. land-use history and zoning so as to flag the potential for land contamination for a parcel of land if Council reasonably suspects historical land use or zoning may indicate a use of land involving a potential land use or activity listed in Appendix 2
    b. artefacts received by Council in relation to
        i. reports on the assessment of site contamination listed in Appendix 3
        ii. site audit statements
        iii. EPA notifications under section 59(1) of the *CLM Act*
        iv. notifications for category 2 remediation works
        v. notifications of completion of category 1 and category 2 remediation works
    c. any land-use restrictions on the land relating to possible contamination, such as notices issued by the EPA or other regulatory bodies.

6. CONTENT (CONT.)

6. If an EPA notification under section 59(1) of the *CLM Act* lists reports on the assessment of site contamination, Council will request copies of these reports to be included in its contaminated land site register.
7. Council will either modify an existing record or create a new record in its contaminated land site register if it approves a new or significant modification (as defined by the *UPSS Regulation*) to an existing underground petroleum storage system.
8. Information contained in this register is to be used by Council in
    a. furnishing contaminated land information required on section 10.7 planning certificates under the *EP&A Act*
    b. determining the suitability of land for its proposed use
    c. determining conditions of development consent so as to not increase the risk of harm, to human health and the environment, of an approved use of land.
9. Council will consider the potential for contamination of adjacent land in any process prescribed in section 6.3(8).
10. Council will update records in the contaminated land site register with:
    a. information provided to it in relation to the (actual or potential) contamination status of land, including notifications, notices and orders, and reports on the assessment of site contamination
    b. information obtained from Council's inspection and monitoring of contaminated sites and from the inspection of sites operating underground petroleum storage systems
    c. information directly obtained by Council in land-use planning and development control processes from
        i. EPA online databases, in relation to sites subject to an investigation order and/or regulation under the *CLM Act*
        ii. SafeWork NSW, in relation to underground petroleum storage systems licensed under Schedule 11 of the *Workplace Health and Safety Regulation 2017*
        iii. NSW Fair Trading, in relation to registered retail fuel service stations
        iv. other sources of information used as input into an assessment of historical land use.
11. In lieu of a contaminated land site register, Council should identify and assess historical use of land using information identified in section 6.3(10)(c) in any process prescribed by section 6.3(8).

SECTION 10.7 PLANNING CERTIFICATE

12. Council will furnish contaminated land information required on section 10.7(2) planning certificates including:
    a. whether any adopted Council policy restricts the development of land subject to the planning certificate if Council knows or reasonably suspects land contamination
    b. information prescribed by section 59(2) of the *CLM Act*
    c. whether the land was or remains the subject of a preliminary investigation order under section 10(1)(a)–(b) of the *CLM Act*
    d. whether the land is a remediation site
    e. information on the potential of contamination of the land subject to the planning certificate due to its historical or current use. This information may be furnished using the annotations provided in Appendix 4 of this policy.
13. Council may furnish additional contaminated land information on section 10.7(5) planning certificates, including:
    a. report(s) possessed by Council and identified in Appendix 3 relating to the assessment or regulation of site contamination of that land or adjacent land
    b. a statement that the site has been assessed and/or remediated
    c. a statement that any person relying on the certificate is advised to consider these artefacts and to seek Council's advice regarding further development of the site.

6.4. Council land-use planning function

1. Council will consider land contamination in land-use planning processes in accordance with processes, procedures and standards prescribed by the *Contaminated Land Planning Guidelines*.
2. Council will consider the potential for land to be contaminated when there is a proposed change in the permissible uses of that land.
3. Council will not include land in a zone that would permit a change of use of that land from the existing use unless:
    a. Council has considered whether the land is contaminated
    b. if the land is contaminated, Council is satisfied that the land is suitable in its contaminated state or can be made suitable for its proposed use after remediation, for all purposes for which land in the zone concerned is permitted to be used

6. CONTENT (CONT.)

c. if the land requires remediation to be made suitable for any purpose for which land in that zone is permitted to be used, Council will impose conditions in development consent and approvals under Parts 4 and 5 of the *EP&A Act* to ensure the land is suitable for its proposed use through remediation prior to or during development works.

INITIAL EVALUATION

4. Council will undertake an initial evaluation to investigate the potential for land contamination when preparing or making a planning instrument, development control plan or planning proposal (rezoning proposal) under Part 3 of the *EP&A Act*, using the potential land uses and activities listed in Appendix 2 as a guide in this evaluation.

PRELIMINARY SITE INVESTIGATION

5. In alignment with *Local Planning Directions* 4.4 ('Remediation of Contaminated Land'), Council will prepare and submit a preliminary site investigation report with a planning proposal if that proposal seeks to rezone land to a proposed use that is a sensitive receptor (as defined by this policy), and there is no knowledge (or incomplete knowledge) as to whether that and adjacent land involve a land use or activity listed in Appendix 2.
6. The preliminary site investigation is to be carried out in accordance with the requirements of relevant guidelines made or approved by the NSW EPA in alignment with the requirements of the *CLM Act*. The proponent is responsible for engaging a suitably qualified consultant to undertake this investigation.
7. Council will require a preliminary site investigation to be provided if it reasonably suspects, from an initial evaluation, that land may be contaminated because of the land's history (or historical zoning), condition or other information known to Council.
8. If the risk of contamination of land subject to a land-use planning process makes the land unsuitable for its proposed use, and it is not feasible to make the land suitable (that is, remediate the land) for its proposed use, Council will either:
   a. restrict the range of permissible uses of that land in planning instruments
   b. elect not to proceed with the planning proposal to rezone that land.
9. If the preliminary site investigation identifies that the land can be made suitable for its proposed use through remediation, Council will include provisions in its local environment plan or development control plan that ensure the potential for contamination and the suitability of land for any proposed use is further addressed prior to the development of that land.

6.5. Council development control function

6.5.1. Development assessment

1. In alignment with section 4.15(1)(c) of the *EP&A Act*, Council shall consider land contamination in subdivision and development applications, particularly when a change in land use is proposed. This is to ensure that contaminated land:
   a. is suitable for its proposed use in its contaminated state
   b. can be made suitable for its proposed use through remediation
   c. presents no increased risk of harm to human health and the environment.
2. Council will undertake an initial evaluation to identify and consider the possibility of all forms of potential contamination based on an assessment of the historical or current use of that or adjacent land, particularly if the historical or current use is a use or activity listed in Appendix 2, and the proposed use is a sensitive receptor.
3. If the initial evaluation identifies a potential for land contamination then, in alignment with section 4.6(4) of the *Resilience and Hazards SEPP*, Council will initiate an assessment of site contamination (as prescribed in section 6.5.4 of this policy) to ascertain the nature and extent of contamination.

6.5.2. Exempt and complying development

1. Development must not be carried out on land designated as 'significantly contaminated land' within the meaning of the *CLM Act* for complying development specified for Codes identified in section 1.19 under Part 1 of the *Exempt and Complying Development Codes SEPP*.
2. During development work on land subject to a complying development certificate, if land contamination is detected or reasonably suspected, Council requires that:
   a. all development work immediately cease
   b. Council and the EPA be notified of the potential contamination
   c. the notification be sent by the PCA or by the person who issued the complying development certificate.
3. Exempt development must not be carried out on land designated as 'significantly contaminated land' within the meaning of the *CLM Act*.

6. CONTENT (CONT.)

6.5.3. Development consent

1. Council will, under section 4.17 of the *EP&A Act*, impose conditions in development consent to ensure there is no increased risk of harm to human health and the environment associated with:
   a. development works (including complying development) on land that is known to be or is potentially contaminated
   b. onsite management of contaminants in soil, including
      i. soil used as infill at a development site (that is, virgin excavated natural material)
      ii. soil that may contain asbestos
      iii. contaminated soil from remediation works
   c. offsite management of contaminants in soil, including waste material generated during remediation for offsite processing (a waste classification report[3] must be provided prior to transporting waste material offsite)
   d. the detection of contamination on land that is subject to a complying development certificate
   e. the ongoing operation of an approved use of land that involves a land use or activity listed in Appendix 2.
2. Standard conditions prescribed by Council in development consent related to contaminated land are those either:
   a. contained in the *Council Guidance on Implementing the Contaminated Land Policy* document
   b. developed by the NSW Department of Planning and Environment and located in the NSW Planning Portal (voluntary contaminated land conditions)
   c. developed by Council in accordance with the NSW Department of Planning and Environment's *Guide to Writing Conditions of Consent* and which align with the 'Newbury Test'.
3. Council can impose a condition of development consent that requires the applicant to:
   a. prepare a report on the assessment of site contamination, and to submit this report to Council prior to issuance of a subdivision works or construction certificate
   b. submit a validation report to Council prepared by a certified consultant prior to commencing development works, confirming the land has been made suitable through remediation for its proposed use, and whether any ongoing monitoring is required to manage residual site contamination
   c. prior to lodging a construction certificate, provide Council with the design specifications for a new or significantly modified underground petroleum storage system that was prepared by a 'duly qualified person' (within the meaning of the *UPSS Regulation*)
   d. prior to lodging an occupation certificate, provide Council with
      i. works as executed plans related to the installation of new or significantly modified underground petroleum storage systems by a 'duly qualified person'
      ii. a copy of the fuel system operation plan that has been prepared in accordance with the *UPSS Regulation*
   e. engage an accredited site auditor to review an assessment of site contamination and reports thereon, including a validation report. This is most appropriate for high-risk sites involving a change in land use to a sensitive receptor.

6.5.4. Assessment of site contamination

1. Council will require:
   a. investigations on the nature and extent of land contamination to be undertaken by appropriately qualified contaminated land consultants
   b. reports on these investigations to be prepared, or reviewed and approved by, an appropriately qualified and certified consultant in accordance with relevant guidelines made by the NSW EPA.

PRELIMINARY SITE INVESTIGATION

2. If the initial evaluation identifies a potential for land contamination, then, in alignment with section 4.6(4) of the *Resilience and Hazards SEPP*, Council will require a preliminary site investigation to be submitted with a subdivision works or development application to carry out development where the land concerned is:
   a. land that is within an investigation area (within the meaning of the *CLM Act*)
   b. land on which development for a purpose listed in Appendix 2 is currently being, or is known to have been, carried out
   c. to the extent to which it is proposed to carry out development on it for residential, educational, recreational or childcare purposes, or for the purposes of a hospital – land
      i. in relation to which there is no knowledge (or incomplete knowledge) as to whether development for a purpose listed in Appendix 2 has been carried out
      ii. on which it would have been lawful to carry out such development during any period in respect of which there is no knowledge (or incomplete knowledge).

[3] https://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/contaminated-land/20p2233-consultants-reporting-on-contaminated-land-guidelines.pdf

6. CONTENT (CONT.)

3. Council will also require a preliminary site investigation when:
    a. Council reasonably suspects the land is contaminated because of its historical use (or zone), its condition or other information known to Council
    b. the land has been investigated and/or remediated, but there is insufficient information available to Council on the nature and extent of contamination and/or remediation works undertaken, or the circumstances have changed
    c. there are restrictions on, or conditions attached to, the use of the land by a regulatory or planning authority that are or may be related to contamination, but there is insufficient information available to Council on the nature and extent of contamination
    d. Council records show that the land is associated with pollution incidents or the illegal dumping of waste
    e. the land is adjacent to land historically or currently being used for a purpose listed in Appendix 2, and Council reasonably suspects it is likely that this use may have contaminated the land subject to the preliminary site investigation
4. The preliminary site investigation is to be carried out in accordance with the requirements of relevant guidelines made or approved by the NSW EPA in alignment with the requirements of the *CLM Act*. The applicant is responsible for engaging a suitably qualified consultant to undertake this investigation.

DETAILED SITE INVESTIGATION

5. Council will require a detailed site investigation to be undertaken when either:
    a. the results of the preliminary site investigation state the potential for or existence of contamination that may not be suitable for the proposed use of the land
    b. Council is not satisfied with the content and/or completeness of the preliminary site investigation.
6. Council may request the preliminary and detailed site investigations to be combined when the land is known to be contaminated.
7. The detailed site investigation is to be carried out in accordance with the requirements of relevant guidelines made or approved by the NSW EPA in alignment with the requirements of the *CLM Act*. The applicant is responsible for engaging a suitably qualified consultant to undertake this investigation.
8. A report on the detailed site investigation must include a statement as to whether the land is suitable for its proposed use or if remediation is necessary to make the land suitable for its proposed use. If remediation is required, the report must list the feasible remediation options available.

REMEDIATION ACTION PLAN

9. A remediation action plan is to be provided to Council if the report on the preliminary or detailed site investigation states that the land is not suitable for its proposed use but can be made suitable through remediation.
10. Prior to determining a subdivision or development application, Council must be satisfied that remedial measures have been or will be undertaken in accordance with the remediation action plan lodged with Council.
11. A remediation action plan must identify, upon completion of remediation works, the need for ongoing land management due to residual contamination. This plan may also include an outline of the environmental management plan.

VALIDATION REPORT

12. A validation report must be lodged with Council after remediation works have been completed.
13. Where applicable, Council will include a condition of development consent requiring this report to be provided to Council prior to issuance of the subdivision works or construction certificate.

REMEDIATION WORKS

14. Remediation work that is ordinarily category 2 remediation work but which is ancillary to designated development that requires development consent under Part 4 of the *EP&A Act* and an environmental impact statement under Part 5 of the *EP&A Act* may, as an applicant chooses, either:
    a. be made part of the subject of the development application for the designated development instead of being made the subject of a separate development application
    b. be treated as category 2 remediation work, which does not require the consent of Council.
15. All remediation work must be consistent with the *Contaminated Land Planning Guidelines* and carried out in accordance with guidelines made or approved by NSW EPA as required by the *CLM Act*.
16. Council requirements regarding site management of remediation works are outlined in Appendix 5 and are required to be included in a remediation action plan.

6. CONTENT (CONT.)

17. Council must be notified within 30 days of the completion of remediation works, in alignment with section 4.14(2) of the *Resilience and Hazards SEPP*. This notice is required to include:
    a. information prescribed in section 4.15 of the *Resilience and Hazards SEPP*
    b. a validation report.

CATEGORY 1 REMEDIATION WORKS

18. Remediation work that requires development consent is category 1 remediation work. Category 1 remediation work is remediation work that is either:
    a. identified in section 4.8(a)–(f) of the *Resilience and Hazards SEPP*
    b. not being work to which section 4.11(b) of the *Resilience and Hazards SEPP* applies
    c. not carried out in accordance with the site management provisions outlined in Appendix 5.

CATEGORY 2 REMEDIATION WORK

19. Remediation work that does not require development consent is category 2 remediation work. Section 4.11 of the *Resilience and Hazards SEPP* defines what constitutes category 2 remediation work.
20. Council must be notified of the intent to undertake category 2 remediation work at least 30 days before commencement. This notification is to include the information identified in section 4.13(3) of the *Resilience and Hazards SEPP.*
21. Council also requires the following information to be lodged 14 days before commencing these works:
    a. a copy of the preliminary site investigation report, detailed site investigation report and remediation action plan for these works
    b. a copy of the soil and water management plan, where applicable (that is, for the management of flooding and of contaminants in soil)
    c. the contact details of the contractor responsible for remediation works and of the party responsible for ensuring compliance of remediation work with all relevant regulatory requirements.
22. A validation report is to be submitted to Council upon the completion of category 2 remediation works.
23. For category 2 remediation works associated with underground petroleum storage systems, Council requires:
    a. if a storage system is to be decommissioned, that the person responsible for the storage system notify Council no later than 30 days before the storage system is decommissioned or removed, and that the notification include both
        i. a report on the assessment of site contamination, which is likely to be a report on the preliminary site investigation
        ii. a remediation action plan
    b. if a storage system is decommissioned, that the person responsible for the storage system either
        i. submit a site report (preliminary site investigation report) to Council no later than 60 days after the system is decommissioned
        ii. submit the site report and a validation report to Council if remediation of the site is required, and submit these 60 days after the completion of the remediation works
    c. if a storage system is to be modified and involves the removal or replacement of an underground petroleum storage tank, that the person responsible
        i. not commission the modified underground petroleum storage system unless the reports prescribed by this clause are submitted to Council
        ii. submit an updated fuel system operation plan to Council
        iii. prepare, in accordance with guidelines made by the NSW EPA, the reports prescribed by this clause.

SITE AUDIT

24. Specific circumstances that may trigger an independent review ('audit') of information pertaining to an assessment of site contamination (including reports thereon) include when Council either:
    a. reasonably suspects that information provided by the applicant is incorrect or incomplete
    b. needs to verify that information provided by the applicant adheres to appropriate standards, procedures and guidelines
    c. does not have the capacity to technically review reports on the assessment of site contamination.
25. A statutory site audit is required only when there is a requirement to demonstrate compliance with:
    a. a requirement under the *CLM Act*
    b. an approved voluntary management proposal
    c. a requirement imposed by at least one of the following
        i. the *CLM Act*
        ii. the *Resilience and Hazards SEPP*
        iii. the *EP&A Act* (that is, development consent or any other approval under this Act)
    d. any other requirement imposed by or under a relevant Act.

6. CONTENT (CONT.)

26. Independent review ('audit') can be undertaken by a consultant with the necessary competencies and qualifications.
27. A statutory site audit must be undertaken by a site auditor accredited under the relevant provisions of the *CLM Act*.
28. For statutory site audits (within the meaning of the *CLM Act*), Council must be provided:
    a. the site audit statement that outlines the conclusions of a site audit
    b. the site audit report that summarises the information reviewed by the accredited site auditor.
29. Requirements of site auditors are prescribed in the relevant guidelines made by the NSW EPA on the site auditor scheme under the *CLM Act*.
30. Costs associated with an independent review or the site audit process are with the applicant.

ENVIRONMENTAL MANAGEMENT PLAN

31. An environmental management plan is required when either:
    a. residual contamination on land requires ongoing management to manage the risk of harm to human health and the environment, especially when onsite containment of contamination is proposed or is in place
    b. there are restrictions on the use of the land due to contamination.
32. An environmental management plan is to consider:
    a. suitable management systems (active or passive)
    b. potential for intrusive works, including any works arising from the maintenance of service infrastructure or exempt and complying development works
    c. ecologically sustainable development
    d. management of offsite contamination.
33. Council can, under section 4.17 of the *EP&A Act*, include a condition of development consent that requires an applicant to prepare and submit to Council an environmental management plan.
34. An environmental management plan is to be prepared in accordance with the requirements prescribed by the NSW EPA *Practice Note: Preparing Environmental Management Plans for Contaminated Land*.
35. An environmental management plan is to be prepared by an appropriately qualified contaminated land consultant and can be reviewed by an accredited site auditor. Environmental management plans prepared to comply with the *CLM Act* must be prepared, or reviewed and approved by, a contaminated land consultant who is certified under a certification scheme recognised by the NSW EPA.
36. Notations indicating that land is subject to an environmental management plan are required in:
    a. section 10.7(2) and 10.7(5) planning certificates under the *EP&A Act*
    b. covenants registered on a land title under section 88B of the *Conveyancing Act 1919*.
37. Provisions of environmental management plans must be legally enforceable. Council can rely on section 4.17 of the *EP&A Act* to include, as a condition of development consent, that an ongoing environmental management plan be prepared and may also consider orders under section 124 of the *Local Government Act 1993.*

6.5.5 Maintaining compliance with development consent

CONTAMINATED LAND

1. Council may monitor sites subject to an environmental management plan in accordance with any role or responsibility prescribed to it under that plan.
2. Council may monitor sites subject to remediation works to confirm that those works are undertaken in accordance with the site management provisions in Appendix 5.

UNDERGROUND PETROLEUM STORAGE SYSTEM

3. Council authorised officers may inspect and monitor these sites to ensure that the operation of underground petroleum storage systems maintains compliance with development consent and does not present an increased risk of harm to human health or the environment through site contamination (for example, through leaks and spills). The following are excluded:
    a. sites with operational or abandoned underground petroleum storage systems licensed under Schedule 1 of the *POEO Act*
    b. Council-owned or managed sites with operational or abandoned underground petroleum storage systems for which the NSW EPA is the ARA.
4. The inspection and monitoring of underground petroleum storage systems will focus on:
    a. retail fuel service stations
    b. fuel depots
    c. multipurpose premises with retail fuel service (for example, general stores and post offices).

6. CONTENT (CONT.)

5. Council monitoring of these sites will be proportionate to the risk of harm posed by the underground petroleum storage system, which is to be determined by Council as a function of:
    a. the age of underground petroleum storage tanks
    b. existence of an onsite fuel system operation plan
    c. evidence of loss monitoring
    d. evidence of leak detection
    e. proximity to a sensitive receptor, which would also include both
        i. irrigation channels for agricultural use
        ii. the use of groundwater for potable water use.
6. Council may determine and/or amend the potential risk of harm for an individual underground petroleum storage system site using information obtained from any of the following:
    a. an annual inspection
    b. an inspection at a frequency commensurate with the determined risk of the site
    c. an assessment of responses provided to the Council's survey of underground petroleum storage system sites by the person responsible for the underground petroleum storage system
    d. a formal notification received by Council under Part 5.7 of the *POEO Act* in relation to a potential leak in the underground petroleum storage system
    e. any other notification sent to Council regarding the operation or decommissioning of the underground petroleum storage system
    f. notifications under sections 91 and 96 of the *POEO Act* in relation to clean-up and prevention notices, respectively
    g. the finding of an abandoned underground petroleum storage tank on public or private land.
7. Artefacts generated from Council's inspection and monitoring of underground petroleum storage systems are to be kept in Council's electronic document and records management system and linked to Council's contaminated land site register and/or to Council's database of underground petroleum storage systems.

6.6. Duty to notify

1. Where Council considers that contamination on a site triggers the duty to report contamination under clause 60 of the *CLM Act*, and it is not clear whether or not the polluter or site owner has reported the contamination, Council may notify the EPA.
2. Where the land is under Council management and/or control, or Council is the polluter of land, Council will notify the EPA in accordance with clause 60 of the *CLM Act*.

6.7. Public land

1. Community or public land (or part thereof) under Council's control or management that is known to be contaminated will be managed so as to not increase the risk of harm to human health and the environment.[4]

6.8. Use of consultants

1. Contaminated land investigations will be undertaken by, and reports on these investigations are to be prepared, or reviewed and approved by, an appropriately qualified and certified consultant in accordance with relevant guidelines made by the NSW EPA.
2. The design and installation of underground petroleum storage systems will be undertaken by duly qualified persons within the meaning of the *UPSS Regulation*.

[4] https://www.epa.nsw.gov.au/your-environment/contaminated-land/managing-contaminated-land/procedures-for-land-managers

7. DOCUMENTATION

This policy is supported by a range of capacity resources, documents, forms and templates that are either included or referred to in:

- **Appendix 1** – 'Best Practice Resources on Managing Contaminated Land' (including the *Council Guidance on Implementing the Contaminated Land Policy*) to assist and inform Council's navigation of the contaminated land regulatory landscape
- **Appendix 2** – 'Potential Land Uses and Activities That May Cause Site Contamination'
- **Appendix 3** – 'Artefacts Generated in the Process of Managing Contaminated Land'
- **Appendix 4** – 'Annotations for Section 10.7 Planning Certificates on Contaminated Land'
- **Appendix 5** – 'Site Management Provisions for Remediation Works'.

8. AUTHORISATION

Owner	**Directorate**	Input Directorate – Team Name
	Responsible Officer	Insert Officer Position
Authorisation	Insert 'Approved Executive' or 'Adopted Council' Include date approved/adopted	
Review Date	Insert date four years from last issue date, or earlier if required	
Register	Indicate if this policy is included in the public policy and procedure register.	
Record of Amendments	Insert date	Provide brief description of the change.
	Insert date	Provide brief description of the change.

APPENDIX 1 Best practice resources on managing contaminated land

The resources listed in Table A1.1 below are based on *Managing Land Contamination: Planning Guidelines: SEPP55 – Remediation of Land (SEPP55 Guidelines)*, guidelines made or approved by the EPA and on resources developed by the EPA and other NSW councils. They have been updated, where applicable, to reflect changes in the regulatory landscape.

The resources are also provided for processes ancillary to managing contaminated land, including underground petroleum storage systems, onsite and offsite management of contaminants (including waste material) in soil, and the selection of consultants, among other processes.

A draft revision of the *SEPP55 Guidelines* (that is, the *Contaminated Land Planning Guidelines*) was released by the NSW Department of Planning and Environment in 2018 but has yet to be finalised at the time of finalising the model policy. As already noted, the Contaminated Land Framework includes (where appropriate) elements of the draft guidelines.

Table A1.1: Best practice resources available to Council on managing contaminated land and underground petroleum storage systems

RESOURCE	AUTHOR	DESCRIPTION
Assessment of Site Contamination Reports	RAMJO-REROC, Ballina and Bathurst CRCB projects	A resource to assist Council to ascertain the completeness of the report and to assist in the interpretation and use of its content. Also includes checklists to provide Council with a degree of confidence and certainty on the report.
Managing Offsite Transport of Soil	Ballina, RAMJO-REROC and FNWJO CRCB projects	A resource outlining best practices in the offsite management of soil, including soil that includes waste materials generated during remediation, for offsite processing.
Managing Asbestos in Development Control Processes	FNWJO CRCB project	A resource for Council on managing asbestos in its operations. It is complementary to the Council *Asbestos Management Policy*.
A Guide to Selecting a Consultant	RAMJO-REROC and Ballina CRCB projects	An important resource for Council to identify the required competencies and qualifications of consultants for specific stages of the assessment of site contamination, in the design and installation of underground petroleum storage systems, and in managing asbestos.
A Guide to Retail Service Station Owners on Managing UPSS Systems	NSW EPA (updated by RAMJO-REROC and FNWJO CRCB projects)	A quick reference guide on the obligations of owners, operators and site managers of UPSS infrastructure. This guide is a retired NSW EPA resource that has since been updated by RAMJO and its collaborators.
UPSS and Council ARA Responsibilities	RAMJO-REROC CRCB project	A quick reference guide for Council on their responsibilities as the ARA regarding UPSS systems.
Decommissioning an Underground Petroleum Storage Tank or System	NSW EPA	A fact sheet for Council on the process to decommission an underground petroleum storage system.
Statutory guidelines made or approved by the EPA	NSW EPA	The NSW EPA has made or approved a range of statutory guidelines dealing with different types of contamination. These guidelines are to be considered by accredited site auditors, contaminated land consultants, and those with a duty to report contamination to the NSW EPA.
Non-statutory guidelines made or approved by the EPA	NSW EPA	The NSW EPA has made or approved a range of non-statutory guidance documents dealing with different types of contamination. These guidance documents are to be considered by accredited site auditors, contaminated land consultants, and those with a duty to report to the EPA.

Note: RAMJO = Riverina and Murray Joint Organisation; REROC = Riverina Eastern Regional Organisation of Councils; CRCB = Council Regional Capacity Building; FNWJO = Far North West Joint Organisation.

APPENDIX 2 Potential land uses and activities that may cause site contamination

Information provided in this appendix is taken from the Department of Planning and Environment's draft *Contaminated Land Planning Guidelines*. This information relates to activities that may cause contamination, as well as industries and associated chemicals that may cause contamination. The coverage of activities, industries and associated chemicals are largely the same when compared to the corresponding table in the *SEPP55 Guidelines*. Differences are presented in *italics*.

The information in these tables is to be used as a guide by Council in an initial evaluation of the potential for site contamination. However, a conclusive find as to whether land is 'contaminated' or 'not contaminated' can only be determined after a preliminary site investigation or a detailed site investigation.

Table A2.1: Activities that may cause site contamination

Acid and alkali plant and formulation	Iron and steel work
Agricultural and horticultural activities	Landfill sites
Airports	Metal treatment
Asbestos production and disposal	Mining and extractive industries
Battery manufacture and recycling	Oil production and storage
Breweries and distilleries	Paint formulation and manufacture
Chemical manufacture and formulation	Pesticide manufacture, formulation and use
Council depots	Power stations
Defence works	Printing shops
Drum reconditioning works	Railway yards
Dry-cleaning	*Research institutions (laboratories)*
Electrical manufacturing (transformers, capacitors)	Scrap yards
Electroplating and heat treatment premises	Service stations and fuel storage facilities (depots)
Engine works	Sheep and cattle dips
Explosives industry	Smelting and refining
Firefighting training and the use of firefighting foams	Tanning and associated trades
Foundries	*Waste processing, storage and treatment*
Fuel storage	Water and sewerage treatment plants
Gas works	Wood preservation
Hospitals	

Source: Table 1 in Appendix 1 of the Department of Planning and Environment's draft *Contaminated Land Planning Guidelines*.
The use of *italics* indicates an activity not identified in these guidelines but is known to cause site contamination.

Table A2.2: Industries and associated chemicals that may cause contamination

INDUSTRY OR ACTIVITY	MAIN CHEMICAL GROUP	ASSOCIATED CHEMICALS
Agricultural and horticultural activities		*See* – 'chemical manufacture and use' ('fertiliser', 'fungicides', 'herbicides' and 'pesticides').
Airports	Hydrocarbons	Aviation fuels (total petroleum hydrocarbons, kerosene), *PFAS*
	Metals	Particularly lead, aluminium, magnesium, chromium, chlorinated solvents
Asbestos production and disposal	Asbestos	Asbestos (bonded and fibrous). Be aware of assessments in areas of naturally occurring asbestos.[1]
Battery manufacture and recycling	Acids	Sulfuric acid
	Metals	Lead, manganese, zinc, cadmium, nickel, cobalt, mercury, silver, antimony
Breweries and distilleries	Alcohol	Ethanol, methanol, esters
Chemical manufacture and use	Acid and alkali	Mercury; chlorine (chloralkali process); sulfuric, hydrochloric and nitric acids; sodium and calcium hydroxides
	Adhesives and resins	Polyvinyl acetate, phenols, formaldehyde, acrylates, phthalates
	Drum reconditioning works	Chemicals, paints, resins, tars, adhesives, oils, fuels, solvents, drum residues
	Dyes	Chromium, titanium, cobalt, sulfur organic compounds, nitrogen organic compounds, sulfates, solvents
	Explosives	Acetone, nitric acid, ammonium nitrate, pentachlorophenol, ammonia, sulfuric acid, nitroglycerine, calcium cyanamide, lead, ethylene glycol, methanol, copper, aluminium, bis(2-ethylhexyl) adipate, dibutyl phthalate, sodium hydroxide, mercury, silver
	Fertiliser	Calcium phosphate, calcium sulfate, nitrates, ammonium sulfate, carbonates, potassium, copper, magnesium, molybdenum, boron, cadmium, arsenic
	Flocculants	Aluminium
	Foam production	Urethane, formaldehyde, styrene
	Fungicides	Carbamates, copper sulfate, copper chloride, sulfur, chromium, zinc

[1] https://trade.maps.arcgis.com/apps/PublicInformation/index.html?appid=87434b6ec7dd4aba8cb664d8e646fb06

INDUSTRY OR ACTIVITY	MAIN CHEMICAL GROUP	ASSOCIATED CHEMICALS
Chemical manufacture and use (cont.)	Herbicides	Ammonium thiocyanate, carbamates, organochlorines, organophosphates, arsenic, mercury, triazines
	Paints	Heavy metals – arsenic, barium, cadmium, chromium, cobalt, lead, manganese, mercury, selenium, zinc, titanium. Solvents – toluene oils, either natural (for example, pine oil) or synthetic, hydrocarbon
	Pesticides	Active ingredients – arsenic, lead, organochlorines, organophosphates, sodium tetraborate, carbamates, sulfur, synthetic pyrethroids. Solvents – xylenes, kerosene, methyl isobutyl ketone, amyl acetate, a wide range of chlorinated solvents
	Pharmaceutical	Solvents – acetone, cyclohexane, methylene chloride, ethyl acetate, butyl acetate, methanol, ethanol, isopropanol, butanol, pyridine methyl ethyl ketone, methyl isobutyl ketone, tetrahydrofuran
	Photography	Hydroquinone, sodium carbonate, sodium sulfite, potassium bromide, monomethyl para-aminophenol sulfate, ferricyanide, chromium, silver, thiocyanate, ammonium compounds, sulfur compounds, phosphate, phenylene diamine, ethyl alcohol, thiosulfates, formaldehyde
	Plastics	Sulfates, carbonates, cadmium, solvents, acrylates, phthalates, styrene
	Rubber	Carbon black
	Soaps, detergents	General – potassium compounds, phosphates, ammonia, alcohols, esters, sodium hydroxide, surfactants (sodium lauryl sulfate), silicate compounds. Acids – sulfuric acid and stearic acid Oils – palm, coconut, pine, tea tree
	Solvents	General – ammonia Hydrocarbons – for example, BTEX Chlorinated organics – for example, tetrachloroethene (perchloroethylene) trichloroethene, trichloroethane, dichloroethane, carbon tetrachloride, methylene chloride

INDUSTRY OR ACTIVITY	MAIN CHEMICAL GROUP	ASSOCIATED CHEMICALS
Council depots		Hydrocarbons, PAH, asbestos, heavy metals, pesticides, herbicides, *PFAS*
Defence works		Hydrocarbons, *PFAS*, asbestos See also – 'chemical manufacture and use' ('explosives'), 'foundries', 'engine works', 'service stations and fuel storage facilities (depots)'
Dry-cleaning	Chlorinated solvents	Tetrachloroethene (perchloroethylene), trichloroethylene, 1,1,1–trichloroethane, carbon tetrachloride, white spirit (mixed hydrocarbons)
Electrical manufacturing	Solvents, metals	PCBs (transformers and capacitors), solvents, tin, lead, copper, mercury
Engine works	Hydrocarbons, metals, solvents, acids, alkalis, refrigerants	Refrigerants – chlorofluorocarbons, hydro chlorofluorocarbons, hydrofluorocarbons
	Antifreeze	Particularly aluminium, manganese, iron, copper, nickel, chromium, zinc, cadmium, lead, and oxides, chlorides, fluorides and sulfates of these metals
Foundries	Metals	Particularly aluminium, manganese, iron, copper, nickel, chromium zinc, cadmium, lead, and oxides, chlorides, fluorides and sulfates of these metals
Firefighting training and the use of firefighting foam	*PFAS*	Hydrocarbons, solvents, chlorinated solvents, inorganics
Gas works	Inorganics	Asbestos, ammonia, cyanide, nitrate, sulfide, thiocyanate, aluminium, antimony, arsenic, barium, cadmium, chromium, copper, iron, lead, manganese, mercury, nickel, selenium, silver, vanadium, zinc
	Organics	BTEX, phenolics, PAHs and coke
Hospitals	Waste	Asbestos, various
	Radioactive material	Diagnostic and therapeutic isotopes
Iron and steel work	Organics, metals	BTEX; phenolics; PAHs; metals and oxides of iron, nickel, copper, chromium, magnesium, manganese and graphite
Landfill sites	Gases, metals, organics	Methane, carbon dioxide, ammonia, sulfides, heavy metals, organic acids, hydrocarbons, asbestos
Marinas	Antifouling paints	Copper, tributyltin. *See also* – 'engine works', 'metal treatments' ('electroplating' metals)

INDUSTRY OR ACTIVITY	MAIN CHEMICAL GROUP	ASSOCIATED CHEMICALS
Metal treatment	Electroplating	Metals – nickel, chromium, zinc, aluminium, copper, lead, cadmium, tin. Acids – sulfuric, hydrochloric, nitric and phosphoric acids. General – sodium hydroxide, 1,1,1–trichloroethane, tetrachloroethylene, toluene, ethylene glycol, cyanide compounds
	Liquid carburising baths	Sodium, cyanide, barium, chloride, potassium chloride, sodium chloride, sodium carbonate, sodium cyanate
Mining and extractive industries		Arsenic, mercury and cyanides. *See also* – 'chemical manufacture and use' ('explosives'). Aluminium, arsenic, copper, chromium, cobalt, lead, manganese, nickel, selenium, zinc and radio radionuclides. The list of heavy metals should be decided according to the composition of the deposit and known impurities. Consideration should be given to chemicals associated with any mineral processing that also occurred on the mine site. PFAS chemicals associated with firefighting equipment to protect mining infrastructure
Oil production and storage		*See* – 'service stations and fuel storage facilities (depots)'
Paint formulation and manufacture		*See* – 'chemical manufacture and use' ('paints')
Pesticide manufacture, formulation and use		*See* – 'chemical manufacture and use' ('pesticides')
Power stations		Asbestos, PCBs, fly ash metals, water treatment chemicals
Printing shops		Acids, alkalis, solvents, chromium, trichloroethene, methyl ethyl ketone. *See also* – 'chemical manufacture and use' ('photography')
Railway yards		Hydrocarbons, asbestos, arsenic, phenolics (creosote), heavy metals, nitrates, ammonia
Research Institutions (laboratories)		Various, depending on the nature of work being carried out. A case-specific evaluation is required.
Scrap yards		Hydrocarbons, metals, solvents, asbestos

INDUSTRY OR ACTIVITY	MAIN CHEMICAL GROUP	ASSOCIATED CHEMICALS
Service stations and fuel storage facilities (depots)	Petroleum hydrocarbons, PAHs and lead	Aromatic hydrocarbons, BTEX, naphthalene, PAHs, phenols, lead
Sheep and cattle dips		Arsenic, organochlorines, organophosphates, carbamates, synthetic pyrethroids
Smelting and refining		Metals, fluorides, chlorides and oxides of copper, tin, silver, selenium lead, and aluminium
Tanning and associated trades	Various	Metals – chromium, manganese, aluminium General – ammonium sulfate, ammonia, ammonium nitrate, arsenic phenolics, formaldehyde, sulfide, tannic acid
Water and sewerage treatment plants	Metals and chemicals used in water treatment and wastewater and biosolids treatment	Aluminium, arsenic, cadmium, chromium, cobalt, lead, nickel, fluoride, lime, zinc
Waste processing, storage and treatment	Fire retardants, plastics	Polybrominated diphenyl ethers, PFAS, plasticisers
Wood preservation	Metals	Chromium, copper, arsenic, naphthalene, ammonia, pentachlorophenol, dibenzofuran, anthracene, biphenyl, ammonium sulfate, quinoline, boron, creosote, organochlorine pesticides

Note: PFAS = per- and polyfluoroalkyl substances; BTEX = benzene, toluene, ethylbenzene, xylene; PAH = polycyclic aromatic hydrocarbons; PCB = polychlorinated biphenyl.

Source: Table 2 in Appendix 1 of the Department of Planning and Environment's draft *Contaminated Land Planning Guidelines*. The use of *italics* indicates an activity not identified in these guidelines but is known to cause site contamination.

APPENDIX 3 Potential land uses and activities that may cause site contamination

Table A3.1 lists artefacts either prepared by or for Council in a process to consider and assess site contamination. These artefacts should be retained in Council's electronic document and records management system and also linked to the respective record in Council's contaminated land site register.

These artefacts can also be provided with section 10.7 planning certificates under the *EP&A Act*.

Table A3.1: Artefacts generated in a process to assess site contamination

PROCESS	ARTEFACT	PREPARED BY	DESCRIPTION
Initial evaluation	Checklist	Council	To guide Council's consideration of the potential for site contamination.
Preliminary site investigation	Report on the preliminary site investigation	Consultant	Reports the possibility of potential contamination based on historical land use. It includes the development of the conceptual site model.
	Checklist	Council	Confirms whether the requirements of the investigation have been met.
Detailed site investigation	Report on the detailed site investigation	Consultant	Defines the extent and degree of contamination and assesses potential risks posed to health and the environment by contaminants. The investigation is also used to obtain sufficient information for the development of a remediation action plan if required.
	Checklist	Council	Confirms whether the requirements of the investigation have been met.
Remediation	Remediation action plan	Consultant	A plan that sets out remediation objectives and documents the proposed remediation process.
	Validation report	Consultant	Reports on whether the objectives for remediation and any conditions of development consent have been achieved.
Site audit	Site audit report	Consultant	A summary of information reviewed by the accredited site auditor.
	Site audit statement	Consultant	An outline of the conclusions of a site audit.
Environmental management plan		Consultant	Outlines the mitigation measures and/or monitoring requirements where the full clean-up of a site is not feasible or where onsite containment of contamination has been proposed.

Table A3.2 lists key artefacts generated in a process to regulate contaminated land and underground petroleum storage systems.

These artefacts should be retained in Council's electronic document and records management system, and also linked to the respective record in Council's contaminated land site register.

These artefacts may also be included on section 10.7 planning certificates under the *EP&A Act*.

Table A3.2: Artefacts generated in a process to regulate contaminated land and underground petroleum storage systems

PROCESS	ARTEFACT	PREPARED BY
EPA notices and orders under the *CLM Act*	Preliminary investigation order	EPA
	Significant contaminated land notice	EPA
	Management order	EPA
	Voluntary management proposal	Landowner, or person managing an activity that caused the site contamination
	Environmental management plan	EPA/landowner
	Revocation of orders under the *CLM Act*	EPA
Pollution prevention	Waste classification report	Person responsible for remediation
	UPSS inspection form	Council
	Contaminated land investigation form	Council
	POEO Act section 91 clean-up notice	Council/EPA
	POEO Act section 96 prevention notice	Council/EPA
	Leak notification under the *POEO Act* Part 5.7	Council / UPSS operator
	Fuel system operation plan	Council / UPSS operator
	Loss monitoring reports	Council / UPSS operator
	Leak detection reports	Council / UPSS operator
Decommissioning of a UPSS (category 2 remediation works)	Development application	
	Notifications (leak notification)	UPSS owner
	Validation report	Consultant
Information management	*POEO Act* section 192 and 193 requests for information	Council
	Survey of UPSS operators	Council
Compliance	Penalty infringement notices	Council

Note: UPSS = underground petroleum storage system.

APPENDIX 4 Annotations for section 10.7 planning certificates on contaminated land

Council is required to include contaminated land information on section 10.7 planning certificates. This requirement is anchored in:

- the *EP&A Act*
  - section 10.7(2), as elaborated by the *Environmental Planning and Assessment Regulation 2021*
  - section 10.7(5), in relation to advice on other matters affecting the land
  - section 10.7(6), in relation to furnishing of contaminated land information in good faith with Schedule 6 of the *EP&A Act*
- section 10(1) in schedule 2 of the *Environmental Planning and Assessment Regulation 2021* in relation to whether an adopted Council policy restricts the development of land because of site contamination
- the *CLM Act*
  - section 10(1)(a)–(b), in relation to preliminary investigation orders issued by the EPA for the land
  - section 44, in relation to the EPA's repeal or revoking of orders and notices issued under section 10 of the *CLM Act*
  - section 59(2), in relation to matters that are to be included in section 10.7 planning certificates.

The information required to be included on a planning certificate is outlined in Table A4.1. Council must note that information prescribed under section 59(2) of the *CLM Act* pertains to land that 'is' subject – not 'was' subject – to the prescribed regulatory processes. However, Council can elect to include this historical information on planning certificates in accordance with its *Contaminated Land Policy.*

Table A4.1: Contaminated land information required on section 10.7 planning certificates

PLANNING CERTIFICATE	CONTAMINATED LAND INFORMATION
Section 10.7(2)	A statement that Council has adopted a policy to restrict the development of land because of the actual or potential likelihood of that land being contaminated. *See* Table A4.2 for annotations that Council can use.
	At the date of issue of the planning certificate, a statement that the land to which the planning certificate relates is: • significantly contaminated land within the meaning of the *CLM Act*, including whether only part or all of the land is significantly contaminated • subject to a management order under the *CLM Act* • the subject of an approved voluntary management proposal under the *CLM Act* • subject to an ongoing maintenance order under the *CLM Act* • the subject of a site audit statement under the *CLM Act*.
	Council may elect to include information on the potential of site contamination because the historical use of that land is known or reasonably suspected by Council to be an activity identified in Appendix 2. *See* Table A4.2 for annotations that Council can use.
Section 10.7(5)	Information provided on section 10.7(2) planning certificates and additional information Council may elect to disclose pertaining to the actual or potential contamination of the land. *See* Table A4.2 for annotations that Council can use.

Table A4.2: Annotations for additional information on section 10.7 planning certificates for land that is or may be contaminated

SITUATION	ANNOTATION
Council has identified that the land: • has a previous land-use history that could have involved the use of contaminants on the site (for example, the land may have been used for an activity listed in Appendix 2) • is known to be contaminated but has not been remediated.	'Council has adopted by resolution a policy on contaminated land that may restrict the development of the land. This policy is implemented when zoning or land-use changes are proposed on lands that have previously been used for certain purposes. Consideration of Council's adopted policy and the application of provisions under relevant State legislation is warranted.'
Council has identified that the land is known to contain contaminants but that it has been remediated for a particular use or range of uses, and some contamination remains on the site (for example, encapsulated).	'Council has adopted by resolution a policy on contaminated land that may restrict the development of the land. This policy is implemented when zoning or land-use changes are proposed on lands that are considered to be contaminated or on lands that have been remediated for a specific use. Consideration of Council's adopted policy and the application of provisions under relevant State legislation is warranted.'
Council records do not contain a clear site history without significant gaps in information, and Council cannot determine whether the land is contaminated and, therefore, the extent to which Council's policy should apply.	'Council has adopted by resolution a policy on contaminated land that may restrict the development of the land. This policy is implemented when zoning or land-use changes are proposed on lands that have previously been used for certain purposes. Council records do not have sufficient information about the previous use of this land to determine whether the land is contaminated. Consideration of Council's adopted policy and the application or provisions under relevant state legislation is warranted.'

Note: The information in this table applies where Council has adopted a policy to restrict the development of land because of the actual or potential likelihood of that land being contaminated.

APPENDIX 5 Site management provisions for remediation works

Council can impose site management provisions for proposed remediation works. Council will request that these provisions be included in a remediation action plan that is to be lodged to Council prior to commencing these works. Council will require remediation works to be carried out in accordance with the remediation action plan.

The site management provisions listed in Table A5.1 are taken from the *Resilience and Hazards SEPP* and amended to reflect best practice site management, as included in the draft *Contaminated Land Planning Guidelines* and in other Council contaminated land policies.

Remediation work must comply with the requirements of the:

- *CLM Act*
- *Contaminated Land Planning Guidelines*
- *Resilience and Hazards SEPP*
- *POEO Act.*

Council will also require the validation report to be lodged with Council within 60 days of the completion of remediation works and, where applicable, prior to the issuance of a subdivision or construction certificate.

Table A5.1: Site management provisions to be included in a remediation action plan

PARAMETER	PROVISION TO BE INCLUDED IN A REMEDIATION ACTION PLAN
Air quality	Emissions of dust, odour and fumes from a remediation site are to be appropriately controlled and in accordance with relevant regulations and guidelines made or approved by the EPA. These may include but are not limited to: • ensuring no onsite burning of material • maintaining equipment in a functional manner to minimise exhaust emissions • covering vehicles transporting soil (including contaminated soil) and/or infill onsite or offsite • establishing dust suppression and control measures to minimise windborne emissions of dust, having regard to site-specific wind conditions • monitoring and managing odours, including the use of a hydrocarbon mitigating agent on the impacted areas and materials • covering stockpiles of contaminated soil that remain onsite for more than 24 hours (see 'stockpiles' for additional provisions) • regularly monitoring air quality throughout remediation work.
Bunding	Any areas used for remediation or the stockpiling of construction materials or contaminated soils shall be controlled to contain surface water run-off and run-on and be designed and constructed so as to prevent the leaching of contaminants into the subsurface or groundwater. Locate stockpiles and construction materials away from drainage lines and provide bunding of disturbed areas and excavations to prevent run-off to waterways or stormwater where necessary. All surface water discharges from the bunded areas to Council's stormwater system shall not contain detectable levels of the contaminants of concern and must comply with the relevant EPA and ANZECC standards for water quality. Any discharge must satisfy the provisions of the *POEO Act.*

(CONT.)

PARAMETER	PROVISION TO BE INCLUDED IN A REMEDIATION ACTION PLAN
Capping or containment of contaminated soil	Capping of contaminated soil should occur only after alternative remediation works have been investigated, particularly in urban zoning or areas identified as future growth in Council's local environment plan or development control plan. Contaminated soil is only permitted to be capped if it does not prevent any permitted use of the land and if it can be demonstrated that there will be no ongoing impacts on human or environmental health. Capping of contaminated soil that exceeds zoning permissible levels is classified as category 1 remediation work and may only be permitted with development consent. The soil investigation levels for urban redevelopment in NSW are contained in *National Environment Protection (Assessment of Site Contamination) Measure 1999* (as amended). Where the proposed remediation involves the onsite containment of contaminated material, the need for a continuing monitoring program should be assessed by both the applicant's consultants and Council. To ensure that future owners of the site are aware of the contaminated material and any ongoing maintenance and monitoring, Council may impose a consent condition on any subsequent development application for the subject site, requiring a covenant to be registered on the title of the land that gives notice of the existence of onsite containment of the contaminated soil. The covenant may also bind the owners or any future owners to the responsibility of ongoing monitoring and maintenance (as described in an environmental management plan) and any future remediation works required. Records of any maintenance undertaken on the site shall be kept for future reference and provided to Council annually. The cost of preparing the covenant is borne by the applicant.
Consultants	Ensure consultants (or contractors) undertaking the remediation works have the required competencies and qualifications. Remediation work requiring validation by a site auditor (that is, a statutory site audit) must use a site auditor accredited under Part 4 of the *CLM Act*. Validation of remediation work that is not a statutory site audit is to be undertaken by a consultant with the necessary competencies and qualifications.
Consultation	Written notification to adjoining owners and occupants is to occur at least two days prior to commencing remediation works. This notification is to include: • the estimated length of remediation work • the hours of remediation work • the contact details of the site manager. Signage visible from the road and adjacent to site access is to display the site manager and remediation contractor contact details for the duration of the works.

(CONT.)

PARAMETER	PROVISION TO BE INCLUDED IN A REMEDIATION ACTION PLAN
Decommissioning of underground petroleum storage systems	The removal of all UPSSs is to be undertaken in accordance with the: • *UPSS Regulations* • SafeWork NSW requirements • *Australian Standard AS 4976-2008: The Removal and Disposal of Underground Petroleum Storage Tanks.* Decommissioning of an underground petroleum storage tank or system must be undertaken by a duly qualified person who holds a demolition licence from SafeWork NSW and is competent and experienced in the task. Following the removal of an underground petroleum storage tank or system, the site area, which includes bowser lines and fuel lines, shall be assessed, remediated if need be and validated in accordance with the requirements above and with guidelines made or approved by the NSW EPA. All documents must be submitted to Council, including (but not limited to) a validation report (or tank pit validation) prepared in accordance with relevant guidelines made or approved by the EPA.
Erosion and sediment control	An erosion and sediment control plan (ESCP) is to be prepared and submitted to Council for approval prior to commencing remediation works. The ESCP is to be developed with regard to the requirements detailed in Council's *Soil and Water Management Policy* and Council's *Engineering Guidelines and Technical Specifications* and must include leachate collection and disposal. Sediment control structures shall be provided to prevent sediment from entering drainage systems, particularly where surfaces are exposed or where soil is stockpiled. All erosion and sediment control measures must be maintained in a functional condition throughout the remediation works. Vehicles are to be cleaned prior to leaving the site. Also see – 'soil and water management' for related provisions.
Hazardous material	Hazardous and industrial wastes arising from the remediation work shall be removed and disposed of in accordance with the requirements of the NSW EPA and SafeWork NSW, together with the: • *Workplace Health and Safety Act 2011* • *Workplace Health and Safety Regulation 2017* • *CLM Act* and subordinate regulations • *Environmentally Hazardous Chemicals Act 1985* and subordinate regulations. Under the *POEO Act*, the transportation of Schedule 1 hazardous waste is a scheduled activity and thereby required by the EPA to be carried out by a transporter licensed by the NSW EPA. *Also see* – 'waste' for additional related site management provisions.
Health and safety	All works associated with remediation works must comply with workplace health and safety legislation and other applicable SafeWork NSW requirements. This requires: • the preparation of a health and safety plan • site fencing, public safety warning signs and security surveillance (where applicable) to be established for the remediation site.

(CONT.)

PARAMETER	PROVISION TO BE INCLUDED IN A REMEDIATION ACTION PLAN
Hours of work	All remediation work (including the delivery and removal of materials or equipment) shall be limited to the following hours of work (unless through an alternative mutual agreement in writing with Council): • Monday to Saturday – 7.00 am to 5.00 pm • Sunday and Public Holidays – no remediation work is permitted Note: The hours of work listed above are in accordance with the *Exempt and Complying Development Codes SEPP.*
Importation of infill	All fill imported to the site shall be validated as virgin excavated natural material as defined in the *POEO Act* to ensure that it is: • suitable for the proposed land use from a contamination perspective • compatible with the existing soil characteristics for site drainage purposes. Council may, in certain instances, require the details of the appropriate validation of imported fill material to be submitted with any application for the future development of the site. Hence, all fill imported onto a site is to be validated by one or both of the following methods during remediation works: • Imported fill should be accompanied by documentation from the supplier that certifies that the material is not contaminated, based upon analyses of the material or the known past history of the site where the material is obtained. • Sampling and analysis of the fill material should be conducted in accordance with the NSW EPA *Sampling Design Guidelines* to ensure that the material is not contaminated. Fill should be imported and exported in accordance with the provision of a virgin excavated natural material exemption or an NSW resource recovery order and exemption. Fill is permitted for use provided that it: • is not itself contaminated, particularly with waste material (including asbestos) • is weed and pest free • is compatible with the existing soil characteristics so as not to adversely affect site drainage.
Landscaping and rehabilitation	The remediation work site must be stabilised to ensure that no offsite impacts occur on the site after completion. This requires: • the preparation of a landscaping plan • landscaping of the site in accordance with the landscape plan • the progressive stabilisation and revegetation of disturbed areas in accordance with the landscape plan. There shall be no removal or disturbance to trees or native understorey without prior written consent obtained through Council's tree preservation order process. All trees that will be retained on the site must be suitably protected from damage during remediation works. This includes the provision of protective fencing to protect the root zone of these trees. The fencing must extend, at a minimum, to the drip line of each tree. No stockpiling, storage, excavation, vehicle parking or vehicle movement is to occur within the root zone protection area. Tree protection fencing must remain in place until the end of remediation works. All exposed areas shall be progressively stabilised and revegetated upon the completion of remediation works.

(CONT.)

PARAMETER	PROVISION TO BE INCLUDED IN A REMEDIATION ACTION PLAN
Noise and vibrations	Any noise and vibrations from the site shall be limited by complying with the NSW EPA's *Noise Policy for Industry* (2017) and the *Interim Construction Noise Guideline*. All equipment and machinery shall be operated in an efficient manner to minimise noise from the site on adjoining properties, including (when necessary) ensuring that plant equipment noise is suppressed. The use of any plant or machinery shall not, on any premises, cause vibrations in excess of the relevant NSW EPA guidelines and Australian Standards.
Rodents and vermin	Rodents and vermin are to be adequately controlled and disposed of in an environmentally appropriate manner.
Site access and vehicle use	Vehicle access to the site shall be designated to prevent the tracking of sediment onto public roadways and footpaths. Soil, earth, mud or similar material must be removed from the roadway by sweeping, shovelling or a means other than washing on a daily basis or as required by an appropriate authority. Soil residue from vehicle wheels shall be collected and disposed of in an appropriate manner. All vehicles are to: • enter and exit the site in a forward motion • comply with all road rules, including vehicle weight limits • minimise the use of local roads by using state roads where available • be cleaned pre-work and post-work to prevent the movement of weed seeds • have all loads securely covered or sealed to prevent the release of any dust, fumes, soil or liquid emissions during transportation • conduct deliveries of soil, materials, equipment or machinery during the hours of remediation work (see 'hours of work').
Site security and lighting	The site shall be secured to ensure against all unauthorised access by using appropriate fencing. It is recommended that security lighting be used to deter unauthorised access. If security lighting is used, it shall be shielded to protect the amenity of adjoining landowners.
Soil and water management	All remediation works shall be conducted in accordance with a site-specific soil and water management plan prepared in accordance with the requirements of LANDCOM's *Managing Urban Stormwater: Soils and Construction.*[1] The plan should aim to segregate and manage both contaminated and non-contaminated areas in a manner that minimises the potential dispersal of contaminants and any cross-contamination of contaminated and non-contaminated materials. In some cases, standard erosion and sediment control requirements will be inadequate for managing contaminated soils and water. Where remediation work involves the excavation of soil, the person responsible for the remediation work shall consult Council's flood mapping. Where works are proposed to be undertaken within an area identified by Council as having the potential to be impacted by flood waters (that is, inundation), such works shall be undertaken in alignment with the responsive actions for such potential site inundation as described in the site-specific soil and water management plan. A copy of the remediation action plan and the soil and water management plan shall be kept onsite and made available to Council officers on request. Soil and water management measures for remediation work in relation to stockpiles, site access, excavation pump-out, landscaping and rehabilitation, and bunding are discussed elsewhere in this table. *See* – 'erosion and sediment control' for related provisions.

[1] https://www.environment.nsw.gov.au/research-and-publications/publications-search/managing-urban-stormwater-soils-and-construction-volume-1-4th-editon

(CONT.)

PARAMETER	PROVISION TO BE INCLUDED IN A REMEDIATION ACTION PLAN
Stockpiles	No stockpiles of soil or other materials shall be placed on public land (for example, footpaths, reserves or nature strips). All stockpiles shall be placed away from drainage lines, gutters or stormwater pits or inlets. All stockpiles of soil or other material shall be maintained to prevent dust, odours or seepage. All stockpiles of contaminated soils shall be secured to prevent dust, odour or seepage if being stored for more than 24 hours. Stockpiling of contaminated materials requires special measures to manage the generation of leachate, run-off, vapours, odours and airborne particulates. Store any temporary stockpiles of contaminated soil in a secure area.
Unexpected finds during remediation works	Council is required to be notified of any new information that comes to light during remediation works that has the potential to alter previous conclusions regarding site contamination.
Validation report	The validation report is to be prepared in accordance with relevant guidelines made by the NSW EPA. A copy of the validation report is to be provided to Council within 60 days of completing the remediation works and prior to commencing development works at the site. The validation report is to: • contain a copy of any reports or records taken during remediation or following the completion of validation works • contain a validation statement detailing that all works have been undertaken and completed satisfactorily and in accordance with relevant guidelines made or approved by the EPA • demonstrate that the objectives of the remediation action plan have been achieved, any conditions of development consent have been complied with and whether any further remediation work or restrictions on land use are required • provide evidence confirming that all NSW EPA, SafeWork NSW and other regulatory authorities' license conditions, approvals and/or regulatory requirements have been met, including in respect of managing contaminated soil and other waste material generated by the remediation works • identify the need for continued monitoring in situations where clean-up is not feasible or onsite containment has occurred • state the suitability of the site for its current or proposed use. Successful validation is the statistical confirmation that the remediated site complies with the clean-up criteria set for the site. The full cost of the validation is borne by the applicant.
Vertical mixing (on agricultural land)	*The Guidelines for the Vertical Mixing of Soil on Former Broad-Acre Agricultural Land* relates to the remediation of large agriculture properties with low-level but broad-spread contamination. The relevant NSW EPA guidelines are not designed or suitable for use in the remediation of contamination, including lead contamination, on small allotments. Therefore, Council will not support remediation action plans relying on this methodology, and an alternative remediation methodology shall be used for small allotments.

(CONT.)

PARAMETER	PROVISION TO BE INCLUDED IN A REMEDIATION ACTION PLAN
Waste	If contaminated soil and other waste material generated by the remediation works are to be treated and managed onsite, the treatment and management of each is to be in accordance with relevant guidelines made or approved by the EPA. If contaminated soil and other waste material generated by the remediation works are to be removed from the site, then this must be in accordance with the POEO Act and its waste regulation. This includes: • the preparation of a waste management plan • that the waste classification process complies with the *Protection of the Environment Operations (Waste) Regulation 2014* and is undertaken by an appropriately qualified consultant • record-keeping for waste going to a licensed landfill or a resource recovery facility regarding o how the waste is to be treated and transported o evidence that the landfill is licensed to accept this waste • the requirement that transport of the waste to or from a site must be by a licensed waste transport contractor. Any enquiries associated with the offsite disposal of waste from a contaminated site should be referred to the EPA helpline (phone 131 555). If contaminated soil or other waste generated by the remediation works is to be transported to Council's landfill or waste management facility: • Council's Waste Management Facility only accepts waste in accordance with its Environment Protection Licence (number XXXX). • Section L5 Waste requires that waste be general solid waste. Analysis of the contaminated soil is to be undertaken to verify that the waste is general solid waste. • All documentation is to be provided to Council's Waste Management Team and approved prior to the waste entering the landfill. *See* – 'hazardous material' for related site management provisions.
Water quality: dewatering – excavation and groundwater pump-out	Only clean and unpolluted waters are to be discharged to Council's stormwater system or any watercourse. Any discharge must satisfy the provisions of the *POEO Act*. Prior to any dewatering commencing, a dewatering management plan shall be submitted to Council. All pump-out water must be analysed for concentrations of suspended solids, pH and any contaminants of concern. The analytical results must comply with the relevant NSW EPA and ANZECC standards for the quality of water discharged to stormwater. If necessary, the water shall be treated prior to discharge. If the water quality does not comply with the identified criteria, then it cannot be discharged to stormwater. Alternative arrangements for the disposal of water shall be provided, if necessary (for example, offsite disposal by a licensed liquid waste transporter for treatment or disposal at an appropriate waste treatment or processing facility). Dewatering may require a licence from the NSW Office of Water.
Water quality: groundwater	Any contamination assessment, carried out in accordance with the requirements of the relevant guidelines made or approved by NSW EPA in accordance with the *CLM Act*, shall address the potential for contamination of groundwater at the site. Any work below the water table may require a licence from the NSW Office of Water. Such works include bores for water supply, testing and monitoring, and any dewatering or extraction. If the groundwater at the site is found to be contaminated, then Council, the NSW Office of Water and the NSW EPA are to be notified.

Note: ANZECC = Australian and New Zealand Environment and Conservation Council; UPSS = underground petroleum storage system; ESCP = erosion and sediment control plan.

15 ADMINISTRATION AND FINANCE

Nil

16 CORRESPONDENCE

16.1 SOUTHERN SPORTS ACADEMY - SPONSORSHIP 2023

File Number: REP23/907

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Southern Sports Academy

REPORT

Seeking sponsorship for 10 athletes from Council's Local Government area by contributing $200.00 per athlete with a total of $2,000.00. It has been the practice of Council to support this initiative in the past.

NOTE:
Donations for 2023/2024 are $1,000.00 with a total budget of $15,000. $14,000.00 budget remaining.

RESOLUTION 121/2023

Moved: Cr Jason Goode
Seconded: Cr Anthony Irvine

It was moved that Council sponsors 10 athletes to the value of $200.00 each to a total of $2,000.00.

AMENDMENT

Moved: Cr Graham Sinclair
Seconded: Cr Max Oliver

That Council support this request to the sum of $1,000 and refer remaining $1,000 to the Temora & District Sports Council.

The Amendment was put and carried
The Amendment became the motion
The motion was put and carried

CARRIED

SOUTHERN SPORTS ACADEMY

P: 02 6931 8111 | F: 02 6931 8C
www.ssa-nsw.org.
ABN 15 193 274 9

Thursday, 22 June 2023

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

Dear Gary,

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

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

All regional academy (RASi) operations offices with a collective network of 35 staff have been diligently working through the challenges of the last few years to continue giving our 2,500 athletes hope for their future. Our efforts have been well considered against the need to ensure effective mental health initiatives.

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

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

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

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

Other network actions have included:

- Staff calling athletes individually to check on their mental and physical health and well-being;
- voluntary governance teams meeting regularly to brainstorm ideas and institute change where required;
- Squad Zoom sessions
- the activation of school contacts to spread messages and promotion;
- live social media instruction;
- engagement with industry stakeholders for secondary market support.

udly ported By: NSW Office of Sport | Your local club | activehealth | Steadfast | UAA | WORKOUT 24/7 | TRIPLE M 1152AM RIVERINA

SOUTHERN SPORTS ACADEMY
P: 02 6931 8111 | F: 02 6931 8C
www.ssa-nsw.org.
ABN 15 193 274 9

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

RASi has been partnered with NSWIS and the NSW Office of Sport to launch Pursu32+, a high performance talent pathway program for athletes from country NSW. The program connects both targeted regional athletes and their coaches to high performance expertise and provides opportunities to develop their success in Olympic sports.

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

Our Academy was very excited to host the second year of our Academy Games in April this year. This brought thousands of athletes, parents, coaches and staff from all over NSW to our region, also giving us the chance to showcase the region. We are looking forward to finishing with an even bigger and better games in 2024.

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

Your area is currently represented in the Academy by:

Given	Surname	Town	Sport	LGA
Eli	Fuller	Mimosa 2666	Rugby	Temora
Georgia	McCormack	Ariah Park 2665	Netball	Temora
Cooper	Gersbach	Temora	Rugby	Temora
Nick	Bett	Temora 2666	Rugby	Temora
Lara	Curry	Temora 2666	Rugby	Temora
Kaesha	Maxwell	Temora 2666	Rugby	Temora
Xaviar	Maxwell	Temora 2666	Rugby	Temora
Maisy	McCrone	Temora 2666	Rugby	Temora
Benijamini	Tudulu	Temora 2666	Rugby	Temora
Sarah	Oliver	Temora 2666	Netball	Temora

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

Yours sincerely,

Lincoln Kennedy

Lincoln Kennedy
Chairman

udly ported By: NSW Office of Sport Your local club activehealth Steadfast UAA WORKOUT TRIPLE M 1152AM

17 BUSINESS WITH NOTICE

Nil

18 NOTICE OF MOTION

Nil

19 BUSINESS WITHOUT NOTICE - URGENT

1. CR REINHOLD

Enquired how Mayor got on with the NAB Bank.

Mayor, Deputy Mayor and Director of Administration and Finance met with representative of NAB Mr Leddy. And it seems that decision has well and truly been made. Requested that NAB consider retaining the ATM. NAB were going to approach landlord.

Cr Reinhold concerned for elderly population travelling to Cootamundra and Wagga and this is not really an option. Cr Reinhold raised if Council has money invested with the NAB to consider moving the investments.

2. CR JUDD

Attended the MLHD information session in Ariah Park today and raised concerns about out-of-town people in hospital and having no facilities for families to stay overnight. Acknowledged Cr McLarens comment in the public forum regarding the need for spaces for families to gather at the hospital.

3. CR GOODE

Following on from Cr Judd's comments, particularly necessary for maternity section to have accommodation for partners.

20 COUNCILLORS INFORMATION PAPER

RESOLUTION 122/2023

Moved: Cr Max Oliver
Seconded: Cr Jason Goode

It was resolved that the Information Reports be received.

CARRIED

20.1 WORKS REPORT - JULY 2023

File Number: **REP23/992**

Author: **Executive Assistant**

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 Street upgrade
- Tara Bectric seg 4 sealing
- Tara Bectric seg 7 shoulder widening works
- MR 398 shoulder widening project
- Maintenance grading
- Flood damage repair to gravel roads
- Reynolds Lane resheet
- Slashing and Spraying
- Back Mimosa Road upgrade

Urban Temora & Ariah Park

- Urban slashing and spraying
- Urban tidying up of leaves
- Urban footpath repairs
- Aurora Street footpath
- Crowley Street footpath
- Camp Street kerb and gutter

- Bridge maintenance
- Drainage works on Gaynor's Lane

Works planned for July 2023

- Box Culverts Back Mimosa Road
- Pipe culverts on Reynolds Lane and Gaynor's Road
- Delaven Street
- MR 57 Clays Lane project
- Back Mimosa Rd finish table drain construction
- Maintenance grading
- Weed spraying and slashing.
- Tara Bectric Rd Segment 5 widening works and sealing
- Tara Bectric Road seg 7 pipe culverts
- MR398 Seg 2 and 3 widening
- Thanowring School Road culverts
- Reynolds Lane resheet
- Back Mimosa Road flood damage
- Glynburn Road flood damage

Report by Pat Kay

20.2 BUILDING APPROVALS - JUNE 2023

File Number: **REP23/946**

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 23/2023 – Lot 4; DP 823296; 67 Trungley Hall Road, Temora – S/F Shed
- ✓ DA 24/2023 – Lot 11; Section 21; DP 758957; 160 Crowley Street, Temora – Subdivision
- ✓ DA 25/2023 – Lot 945; DP 750587; 80-86 Hoskins Street, Temora – Signage
- ✓ DA/CC 26/2023 – Lot 2; DP 232451; 124 Grey Street, Temora – S/F Shed/Carport
- ✓ DA 27/2023 – Lot 30; DP 247721; 22 Trungley Hall Road, Temora - Demolition
- ✓ DA 28/2023 – Lot 12; DP 247721; 24 Trungley Hall Road, Temora - Demolition
- ✓ DA/CC 29/2023 – Lot 27; DP 264265; 4 Hyde Street, Temora – Patio/Verandah
- ✓ DA/CC 30/2023 – Lot 10; DP 1006429; 1 Melaleuca Street, Temora – Additions and Alterations to Commercial Business
- ✓ DA 31/2023 – Lot 812; DP 750587; 222 Austral Street, Temora – Change of Use

COMPLYING DEVELOPMENT CONSENTS ISSUED

- ✓ CDC 17/2023 – Lot 1; DP 737000; 37 Pitt Street, Ariah Park – S/F Shed
- ✓ CDC 18/2023 – Lot 24; DP 1073421; 10 Kurrawong Street, Temora S/F Shed
- ✓ CDC 20/2023 – Lot 50; DP 750616; 2042 Trungley Hall Road, Trungley Hall – Inground Swimming Pool

20.3 REGULATORY CONTROL - JUNE 2023

File Number: **REP23/970**

Author: **Executive Assistant**

Authoriser: **General Manager**

Attachments: **Nil**

Item	Inspection/ Incidents (Number)	Orders Issued Y/N	Penalty Infringement Y/N	Notes
Illegal Parking	4	No	No	3 x No Issues 1 x Car contractors moved on
Scooters & Bikes	2	No	No	1 x scooters in middle of road 4 x obstruction
School Zones	63	No	No	All schools checked – No Issues
Noise	4	Yes	No	2 x fireworks 3x cats fighting 1 x noisy youths
Air Quality	1	No	No	1 x Excessive smoke
Illegal Dumping/Littering	5	No	No	1 x illegal woodcutting (nothing found) 2 x rubbish dumped 1 x shopping trolley
Overgrown/Untidy Blocks	4	No	No	3 x Monitor 1 x follow up
Lake Walking Track – leashed animals	70	No	No	70 x No issues
Animal Welfare	19	No	No	1 x goat – hospital okay 4 x dog wandering 7 x dogs – monitoring 2 x dogs - passed on 1 x dog – High School 4 x kittens 3 x cat/dog - pound 5 x lost dogs
Dangerous Dogs	6	No	No	1 x Dogs attacking stock 1 x Dog wandering - pound 3 x dogs monitoring 1 x chooks - fox
Impounded	7	No	No	4 x kittens dumped pound 1 x dog - Rescue 6 x Dog – pound 1 x dog collected pound
Noise Animals	5	No	No	4 x Barking dogs

				1 x noisy cats
Nuisance Animals / Trapping	8	No	No	4 x Bird control Airport 2 x Cats no success 2 x Feral Cat
Dead Animal Removal	7	No	No	1 x steer 3 x cat 1 x kangaroo 1 x fox 1 x dog
Keeping of Horses in Residential Areas	3	No	No	3 x Monitoring situation
Main Street Sign Approvals Inspections		No	No	
Rural Stock Incidents	4	No	No	2 x No Issues 1 x wandering sheep 1 x missing sheep
Fruit Fly		No	No	
Euthanised	2	No	No	1 x feral cat 1 x sick cat
Other	21	No	No	4 x parking controls 4 x nuisance welfare call ongoing & police 12 x showground, airport, lake, platform Y 7 x pound clean/feeds 1 x housing issue ongoing 1 x pick up cat & dog food 1 x bees 1 x organised rescue 2 x dog pick ups

Report by Ross Gillard

20.4 CASH & INVESTMENTS FOR PERIOD ENDED 30 JUNE 2023

File Number: REP23/993

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Cash & Investments ⇩

Temora Shire Council
Cash & Investments
For the period ended 30th June, 2023

	Original Budget 2022/23	Revised Budget 2022/23	Actual YTD Figures
Externally Restricted			
Sewerage Services	2,855,590	2,855,590	3,643,790
Domestic Waste Management	1,245,567	1,245,567	1,306,087
Stormwater Drainage Flood Studies & Construction Programs	92,910	94,257	350,933
S94 Contributions	245,892	245,892	316,580
Unspent Restricted Grants	492,200	492,200	1,541,842
Pinnacle Externally Restricted	946,449	946,449	1,504,679
Total Externally Restricted	**5,878,608**	**5,879,955**	**8,663,912**
Internally Restricted			
Pinnacle Internally Restricted	2,205,982	2,246,368	3,124,032
Other Waste Management	652,245	652,245	698,915
Leave Reserves	2,199,905	2,199,905	2,199,905
Roads Reserve	500,000	500,000	565,000
Local Roads	900,583	650,583	2,557,772
FAGS Received in Advance	0	0	3,034,635
Industrial Development	338,162	338,162	338,162
Plant & Vehicle	500,000	500,000	500,000
Izumizaki Donation	0	0	2,152
Gravel Royalty	566,243	566,243	765,550
Ariah Park Tip Fee Contributions	12,461	12,461	10,699
Medical Complex Development	28,605	28,605	4,845
Infrastructure	1,156,589	1,156,589	1,306,957
Infrastructure - Airpark Estate	0	0	204,749
Digital Two Way Radio Upgrade	80,000	80,000	80,000
Computer Upgrade	211,864	211,864	279,156
Sports Council Requirements	58,566	58,566	58,566
Youth Donations	3,436	3,436	1,372
Revotes	494,852	399,852	1,535,528
Airside Maintenance	137,600	137,600	115,610
Temora Agricultural Innovation Centre Maintenance Reserve	10,969	10,969	10,332
Temora Pool Upgrade	295,240	(0)	(0)
Regional Local Roads Repair Program	0	0	2,187,924
Total Internally Restricted	**10,353,303**	**9,753,449**	**19,581,861**
Total Restricted Reserves	**16,231,910**	**15,633,403**	**28,245,774**
Cash & Investments			
Westpac Cheque Account			217,778
AMP Business Saver Account			560,817
AMP Notice Account			836,214
Macquarie Bank Cash Management Accelorator Account			516,346
Westpac Cash Reserve			1,512,560
Term Deposits held with:			
Bank of Queensland			1,500,000
National Australia Bank			12,207,496
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	**16,231,910**	**15,633,403**	**27,423,215**
Less Funds required for operational purposes			**(1,000,000)**
Cash & Investments Available for Reserves	**16,231,910**	**15,633,403**	**26,423,215**
Funding Deficit			**(1,822,558)**

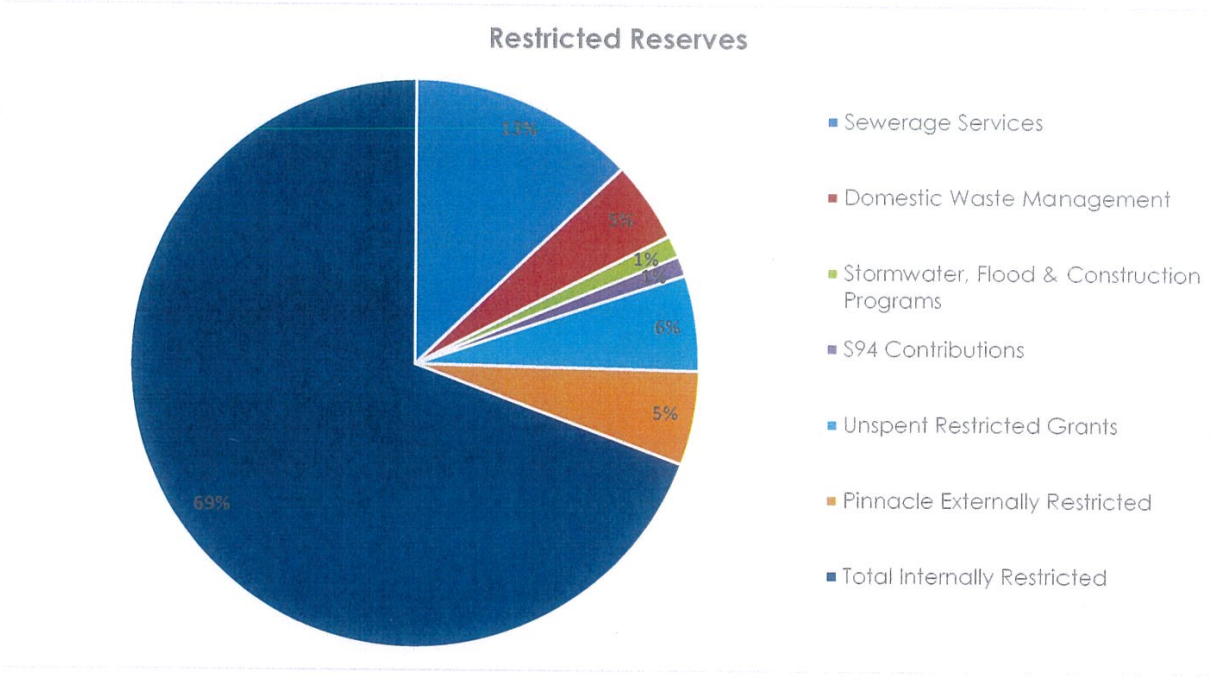
I certify that the investments have been made in accordance with the Act, the Regulations and Council's actual Investment Policy.

Elizabeth Smith
Director Administration & Finance

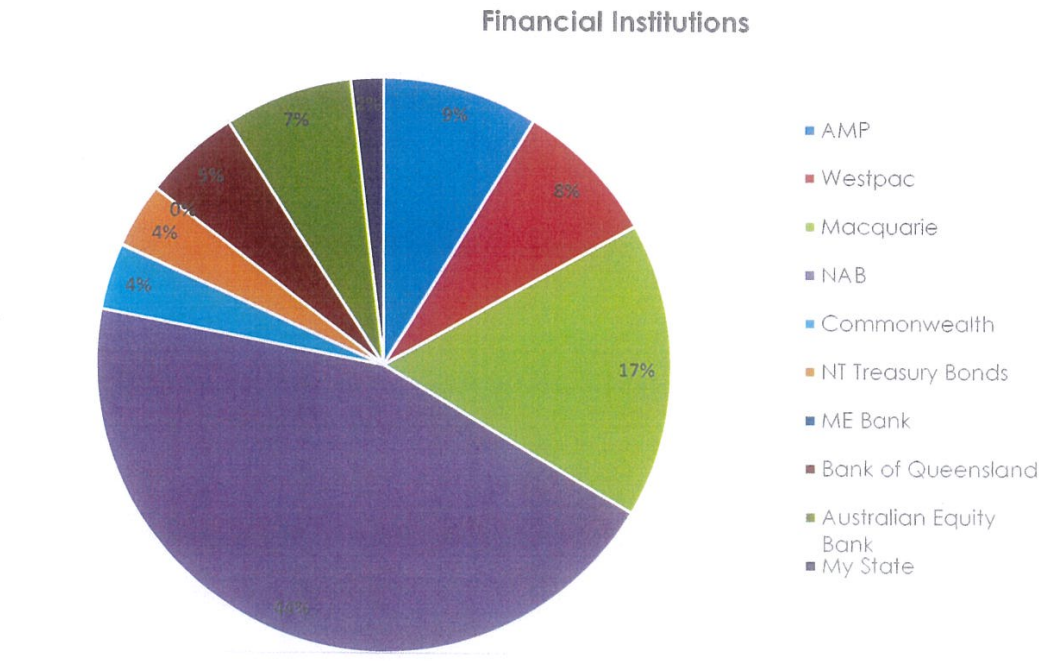
Temora Shire Council

Cash & Investments

For the period ended 30th June, 2023



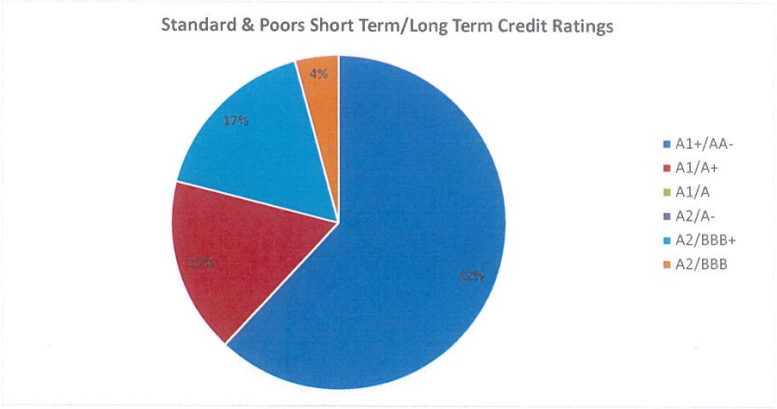
Graph One - Proportion of reserves externally restricted compared to reserves internally restricted - with externally restricted reserves divided into purpose.



Graph Two - Proportion of cash held with each finanicial instituion.

Temora Shire Council
Cash & Investments
For the period ended 30th June, 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%			217,778.46	
Westpac Bank	A1+/AA-	Cash Reserve		1.55%			1,512,559.64	1,730,338.10
Macquarie Bank	A1/A+	Cash Management Accelerator Account		4.10%			516,347.20	516,347.20
AMP Bank	A2/BBB	Business Saver		2.10%			560,817.39	
AMP Bank	A2/BBB	31 Day Notice Account		4.95%			836,213.67	1,397,031.06
							Total Cash Held	3,643,716.36
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	12/10/22	4.03%		12/07/23	502,407.81	
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	10/11/22	4.26%		26/07/23	1,008,024.66	
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	12,207,496.47
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
							23,779,499.75	23,779,499.75
							Total Cash & Investments	27,423,216.11



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

20.5 BORROWINGS

File Number: **REP23/901**

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 @ 30/06/2023	Term	End Date
Depot Purchase	$2,000,000	3.1%	$283,242	$872,475	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**	**$2,666,597**		

Report by Elizabeth Smith

20.6 RATES REPORT - JUNE 2023

File Number: REP23/942

Author: Executive Assistant

Authoriser: General Manager

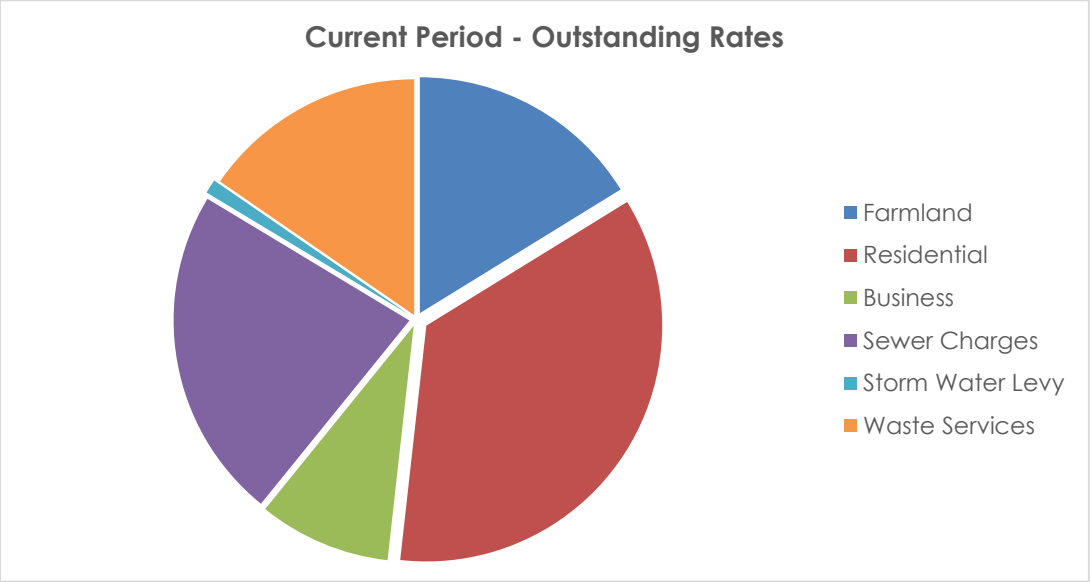
Attachments:
1. Rates Collection
2. Rates Chart

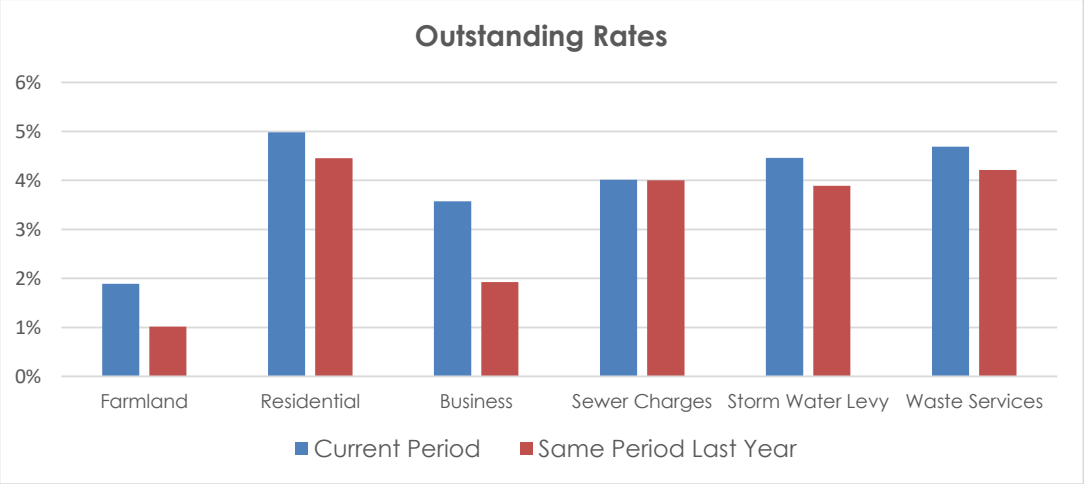
Temora Shire Council

Rates Collections

For the period ended 30 June, 2023

General Rates	Total Rates Levied (Incl Arrears)	Pension Rebates	Payments	Rates Outstanding $	Rates Outstanding %	Same Period last year Rates Outstanding $	Same Period last year Rates Outstanding %
Category							
Farmland	2,045,362.73	(3,234.96)	(2,003,517.48)	38,610.29	2%	20,380.97	1%
Residential Temora - Occupied	1,418,839.26	(77,036.32)	(1,283,102.58)	58,700.36	4%	50,799.34	4%
Residential Temora - Vacant	64,865.75	0.00	(62,123.88)	2,741.87	4%	860.67	1%
Residential - Ariah Park	88,831.92	(7,208.64)	(70,737.45)	10,885.83	13%	11,971.36	15%
Residential - Springdale	12,657.10	(1,010.68)	(8,012.77)	3,633.65	31%	2,036.28	19%
Rural Residential	165,458.51	(9,929.16)	(147,171.35)	8,358.00	5%	8,356.48	6%
Residential - Temora Aviation	45,451.33	(688.44)	(44,424.46)	338.43	1%	(0.00)	0%
Business Temora - Hoskins Street	265,874.09		(257,028.14)	8,845.95	3%	2,281.06	1%
Business Temora - Town	278,790.00		(269,474.75)	9,315.25	3%	5,741.27	2%
Business Temora - Aviation	27,853.76		(27,853.76)	0.00	0%	0.00	0%
Business - Ariah Park	21,611.59		(18,174.49)	3,437.10	16%	2,777.07	13%
Business - Other	10,071.58		(10,071.58)	0.00	0%	0.00	0%
Services							
Residential Sewer Charges	1,120,327.87	(37,763.89)	(1,037,723.17)	44,840.81	4%	40,080.02	4%
Non-Residential Sewer Access & Usage Charges	269,657.68		(260,230.48)	9,427.20	3%	10,716.19	4%
Storm Water Levy	51,403.46		(49,111.86)	2,291.60	4%	1,987.44	4%
Domestic & Rural Waste Services	680,487.21	(39,726.84)	(607,883.19)	32,877.18	5%	29,045.74	5%
Trade Waste Services	142,057.46		(138,251.64)	3,805.82	3%	2,036.13	1%
Overpayments	(102,962.41)		(16,924.99)	(119,887.40)		(102,962.41)	
Legal charges	21,051.50		(7,966.66)	13,084.84		10,907.04	
Total	**6,627,690.39**	**(176,598.93)**	**(6,319,784.68)**	**131,306.78**	**2%**	**97,014.65**	**2%**


Current Period - Outstanding Rates
Farmland
Residential
Business
Sewer Charges
Storm Water Levy
Waste Services


Outstanding Rates
6%
5%
4%
3%
2%
1%
0%
Farmland
Residential
Business
Sewer Charges
Storm Water Levy
Waste Services
Current Period
Same Period Last Year

20.7 TEMORA MEMORIAL TOWN HALL - INCOME & EXPENDITURE JUNE 2023

File Number: REP23/977

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Town Hall Income & Expenditure ⇩

Temora Shire Council

Temora Memorial Town Hall
Income & Expenditure

For the period ended 30th June, 2023

	Current YTD	Prior YTD
Income		
Facility Hire	31,953	22,026
Other Sundry Income	-	-
Total Income	**31,953**	**22,026**
Expenditure		
Utilities		
Electricity & Gas	(6,883)	(4,857)
Rates	(5,092)	(5,050)
Water	(792)	(1,010)
Cleaning	(11,916)	(11,594)
Maintenance	(14,618)	(11,454)
Administration		
Employee Costs	(6,182)	(5,797)
Depreciation	(87,677)	(105,314)
Insurance	(25,193)	(21,684)
Organisation Support Costs	(34,033)	(41,671)
Other/Miscellaneous	(276)	(4,242)
Total Expenditure	**(192,662)**	**(212,672)**
Total Town Hall Surplus/(Deficit)	**(160,709)**	**(190,646)**
Internal Hire/Donation	3,579	3,583

20.8 TOWN HALL THEATRE - OPERATING RESULTS JUNE 2023

File Number: REP23/974

Author: Executive Assistant

Authoriser: General Manager

Attachments:
1. Town Hall Theatre
2. Town Hall Theatre Monthly

Temora Shire Council

Temora Town Hall Theatre
Operating Statement

For the period ended 30th June, 2023

	Current YTD	Previous YTD
Candy Bar		
Income	28,955	29,171
Purchases	(12,590)	(10,370)
	16,366	18,801
Admissions		
Income	60,906	56,546
Gold Class Ticket Sales	3,030	409
Audio Visual Purchases	(41,627)	(26,163)
	22,309	30,792
Other Income		
Facility Hire	1,582	3,580
Sale of Advertising	709	1,273
Donations	25	54
Event Catering	-	1,336
	2,316	6,243
Other Costs		
Advertising	(166)	(618)
Bank Fees	(1,178)	(1,200)
Building Maintenance	(494)	-
Cleaning	(3,679)	(4,448)
Computer Costs	(4,338)	(4,193)
Event Catering Expenses	(797)	(554)
Freight	(387)	(310)
General Maintenance	(554)	-
Insurance	(6,614)	(5,706)
Licences & Permits	(975)	-
Materials Purchased	(2,853)	(998)
Rates & Electricity	(6,728)	(5,747)
Employee Costs	(31,755)	(31,886)
Sundry Expenses	41	(24)
Telephone & Internet	(1,412)	(1,531)
Volunteer Support	(906)	(569)
Depreciation	(866)	(2,931)
	(63,662)	(60,714)
Total Cinema Surplus/(Deficit)	**($ 22,672)**	**($ 4,879)**
Internal Hire/Donation	136	235

Temora Shire Council

Temora Town Hall Theatre
Operating Statement
For the period ended 30th June, 2023

	July	August	September	October	November	December	January	February	March	April	May	June	Current YTD	Prior YTD
Candy Bar														
Income	5,542	2,645	1,289	2,313	2,444	1,346	4,111	995	1,260	2,537	1,394	3,080	28,955	29,171
Purchases	(2,953)	(1,242)	(228)	(1,401)	(1,409)	(731)	(158)	(853)	-	(302)	(281)	(3,031)	(12,590)	(10,370)
	2,589	1,403	1,061	912	1,035	615	3,954	142	1,260	2,235	1,113	49	16,366	18,801
Admissions														
Income	10,689	4,603	2,715	4,887	2,520	4,243	10,247	2,198	2,154	5,151	2,983	8,515	60,906	56,546
Gold Class Ticket Sales	-	764	-	-	-	-	835	84	-	-	733	615	3,030	409
Audio Visual Purchases	(8,268)	(3,816)	(2,744)	(2,857)	(1,257)	(2,835)	(4,162)	(2,266)	(4,565)	(3,572)	(1,821)	(3,464)	(41,627)	(26,163)
	2,421	1,550	(28)	2,030	1,263	1,407	6,921	16	(2,411)	1,579	1,895	5,666	22,309	30,792
Other Income														
Facility Hire	-	-	318	-	236	82	-	273	164	-	345	164	1,582	3,580
Sale of Advertising	-	-	-	-	-	-	-	-	327	-	382	-	709	1,273
Donations	25	-	-	-	-	-	-	-	-	-	-	-	25	54
Event Catering	-	-	-	-	-	-	-	-	-	-	-	-	-	1,336
	25	-	318	-	236	82	-	273	491	-	727	164	2,316	6,243
Other Costs														
Advertising	(50)	-	-	-	-	-	(116)	-	-	-	-	-	(166)	(618)
Bank Fees	(130)	(167)	(98)	(85)	(93)	(87)	(85)	(156)	(85)	(85)	(107)	-	(1,178)	(1,200)
Building Maintenance	-	-	(46)	-	-	-	-	(278)	-	-	(170)	-	(494)	-
Cleaning	(402)	(389)	(268)	(223)	(335)	(409)	(296)	(159)	(356)	(159)	(296)	(386)	(3,679)	(4,448)
Computer Costs	(80)	(80)	(417)	(496)	(969)	(488)	(499)	(486)	(222)	(197)	(209)	(197)	(4,338)	(4,193)
Event Catering Expenses	-	-	-	-	-	-	-	(135)	(332)	-	(44)	(286)	(797)	(554)
Freight	-	-	-	-	-	-	-	(366)	-	-	(21)	-	(387)	(310)
General Maintenance	(259)	-	-	-	-	(296)	-	-	-	-	-	-	(554)	-
Insurance	(6,614)	-	-	-	-	-	-	-	-	-	-	-	(6,614)	(5,706)
Licences & Permits	-	-	(618)	(155)	-	-	(90)	-	-	-	(112)	-	(975)	-
Materials Purchased	(320)	-	-	(67)	(341)	(421)	-	(1,705)	-	-	-	-	(2,853)	(998)
Rates & Electricity	(1,232)	(2,049)	(185)	(492)	-	(290)	(493)	(414)	(339)	(864)	-	(371)	(6,728)	(5,747)
Employee Costs	(3,123)	(2,121)	(2,236)	(2,185)	(2,401)	(3,656)	(2,479)	(2,904)	(1,897)	(2,442)	(2,363)	(3,948)	(31,755)	(31,886)
Sundry Expenses	2	(4)	17	(3)	16	-	4	(3)	-	-	1	11	41	(24)
Telephone & Internet	-	(121)	(122)	(121)	(121)	(121)	(121)	(121)	(121)	(121)	(203)	(121)	(1,412)	(1,531)
Volunteer Support	-	-	-	(60)	-	(640)	-	-	-	(206)	-	-	(906)	(569)
Depreciation	-	-	(250)	-	-	(267)	-	-	(349)	-	-	-	(866)	(2,931)
	(12,208)	(4,930)	(4,224)	(3,886)	(4,243)	(6,675)	(4,174)	(6,726)	(3,701)	(4,073)	(3,523)	(5,299)	(63,662)	(60,714)
Total Cinema Surplus/(Deficit)	**($ 7,172)**	**($ 1,977)**	**($ 2,874)**	**($ 945)**	**($ 1,709)**	**($ 4,570)**	**$ 6,700**	**($ 6,296)**	**($ 4,361)**	**($ 258)**	**$ 211**	**$ 580**	**($ 22,672)**	**($ 4,879)**
Internal Hire/Donation	-	-	-	-	-	-	-	136	-	-	-	-	136	235

20.9 FRIENDS OF TEMORA SHIRE CEMTERY MINUTES HELD 6 MARCH 2023

File Number: REP23/931

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Friends of Temora Shire Cemetery

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.

The next meeting has been set down for: -

WHEN: Monday July 10, 2023

TIME: 10.00am

WHERE: Council Chambers, Temora Shire Council

AGENDA:

1. Apologies and attendance
2. Confirmation of previous minutes
3. Treasurer's report
4. Correspondence
5. General Business, including
    - Street Stall and Raffle
    - Senior Citizens' donation
    - Ariah Park/Mirrool Garden Club donation. Ariah Park Lawn Cemetery Status
    - Temora Shire Council Cemetery Mapping
    - Cemetery Street sign
6. Information Exchange
7. Date of next meeting

Looking forward to seeing you there.

Pat Taylor
Secretary
Friends of the Temora Shire Cemeteries

Minutes of the Friends of the Temora Shire Cemeteries Meeting Monday 6 March 2023, Beige Shed, Old Temora Cemetery, Temora

Meeting Opened: 10.02am and President Ian welcomed everyone.

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

Apologies: Darryl Sutherland**,** Sal Hurst, Keith Cassidy, Belinda Bushell, Kris Dunstan and Robyn Lewis Accepted.

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

Business Arising: Following Private William Turner family research article written by Garry George in the Temora Independent, Merryl informed the meeting that an extended family member has contacted Mr George.

Drainage New Monumental Cemetery: Edging on the northern side which was cracked and broken in several places has been removed.

Treasurer's Report: Financial report read by Merryl Graham indicated a credit balance of $21,810.92. Merryl moved her report to be accepted as read, 2nd Ian Preston, carried.

Merryl moved that the IBD account of $7,402.05 be reinvested at the best rate. 2nd Ian Preston. Carried.

Correspondence:

Outward:

- Letter to General Manager. Temora Shire Council requesting removal of two dead pine trees (been done) and an inspection of two eucalyptus trees which have large horizontal branches.
- Email to Temora Independent requesting retraction regarding WWI restoration story. (Article named the group Temora Heritage Committee).
- Letter to Department of Veterans Affairs, Australian War Graves, seeking permission to place Service Badge on Victor Smith's plaque.
- Emails to Perpetual Plaques and Phoenix Foundry (quotes for letters and numbers for Columbarium Wall.

Inward:

- Christmas card received from Mayor Firman and Mr Lavelle.
- Thank you card from Johanna and John Wendt Grandchildren expressing their gratitude for work done on their Grandparent's grave.
- Invitation from Temora and District Education Fund re Fund Raising Dinner.
- Approval letter from Department of Veterans Affairs for Service Badge for Victor Smith.
- Letter of appreciation from the Richards family along with a donation regarding work done on a family grave.
- Email from Kris Dunstan regarding the Columbarium Wall. There are no Row/Column markers on the Northern wall. And if FOTSC would consider funding/contributing to this project.
- Quotes received from Perpetual Plaques $9554.40 and Phoenix Foundry $3802.70 for letter and number plaques.
- Email from Amanda Colwill, Temora Shire Council requesting information on grave site. Merryl has spoken to Amanda and addressed the issue.

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

General Business:

1. COLUMBARIUM WALL: Following a discussion, Ian Preston moved that we accept the Phoenix Foundry quote of $3802.70 and purchase the plaques required. 2nd Wilma McCubbin. Carried.
2. SENIOR CITIZENS CLUB: Merryl and Ian were invited by Dianne Scott to give a presentation at one of their meetings. Ian and Merryl gave a presentation on 28 February 2023. Ms. Scott made a mention of a possible donation to the FOTSC and for our committee to consider items The Friends may need. Another seat for Lawn Cemetery and Plaques for Columbarium Wall were suggested.
3. TREE PRUNING: Kieran Skidmore was contracted for the pruning of the pine trees, and this was completed in January. Temora Shire Council covered the cost. Two Eucalyptus trees are yet to be inspected by an arborist.
4. STREET STALL: Friday 5 May 2023. Dates for ticket selling issued.
5. EDGING NEW MONUMENTAL CEMETERY: As stated earlier, the edging has been removed on the Northern side. Ian Preston has discussed with Kris Dunstan the possibility of installing a dish drain along this side. Kris Dunstan will raise this issue with the Council.
6. ARIAH PARK CEMETERY: A working bee was held at Ariah Park Cemetery on Wednesday 4 January 2023. Thank you for the great attendance of volunteers who attended. Pam Beurckner informed the meeting that she had spoken to Kris Dunstan regarding problems with the watering system at the cemetery and to send an email thanking him for his prompt attention to this matter (the problems was resolved the following day).
   Pam has requested a new plaque for the Amenities Block and removal of a dead tree at the cemetery. Michael Wells suggested Michael Howard (ex-arborist). Pam to follow up.
   The issue of cleaning the toilet was raised by Ian. At present the Amenities are cleaned by the Ariah Park volunteers prior to a funeral. With elderly volunteers coupled with the distance from town it has become difficult to maintain regular cleaning as we would like. Merryl will send an email to Kris Dunstan regarding this matter, re is it Council's responsibility and if so, how often should this cleaning be carried out.

Next Meeting: AGM followed by General Meeting. Monday 10 July 2023 commencing at 10am at Temora Shire Council Chambers

In closing, President Ian thanked everyone for their attendance.

Meeting Closed 10.48 am.

20.10 TEMORA & DISTRICT SPORTS COUNCIL MINUTES HELD 19 APRIL 2023

File Number: REP23/895

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Temora & District Sports Council ⇩

GENERAL MEETING OF THE TEMORA AND DISTRICT SPORTS COUNCIL

REPORT OF THE GENERAL MEETING OF THE TEMORA AND DISTRICT SPORTS COUNCIL HELD ON WEDNESDAY 19th April 2023, AT 6.30 PM AT THE TEMORA EX-SERVICES CLUB

Attendance: Rick Firman (TSC) Judy Gilchrist (Secretary) Denise Breust (Treasurer) Tony Stringer (TDSC) Jack Morton (Rugby League) Max Oliver (TSC) Michelle Mawbey, Stephen Mawbey (Swimming) Marnie Smith, Grant Haigh, Rob Pfeiffer, Peter Hartwig (Aussie Rules) Adam Reid, Danielle Haigh (Junior Aussie Rules) Bruce Lack (Bowling Club) Lincoln Macauley (Cricket) Hack Hetherington (TSC) Ashley Ryan, Shelby Ryan (Soccer) Raymond Wells, Michele Stewart (Tennis) Maree Liston, John Liston (Pistol Club) Belinda, Hayden & Tristen Breust (Basketball/Schoolboys) Alison McCrone, Emma Bowley (Temora Athletics Club) Kate Bruce (THS) Claire Reid (TPS)

Apologies: Belinda Gilchrist, Tony Stringer

Moved Grant Haig Seconded Max Oliver Carried

Executive Meeting Report:

Will look at Signage for the Defibrillator at Nixon Park.

Rec Centre Business:
The Basketball club have applied for a federal grant.

Business Arising from the Minutes:
Nil

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

Moved Michelle Mawbey Seconded Belinda Bushell Carried

CORRESPONDENCE:
Incoming: Temora Ex-Service Club, SWSCU, Nominations
Outgoing: Altora Ag x 2, Duncan McCrone, Invitations to Presentation. Club, SWSCU, Business Papers.

Moved Judy Gilchrist seconded Raymond Wells carried.

Treasurers Report:
Balance as per bank statement $22.925.36 moved on the motion of Denise Breust Seconded Maree Liston Carried

Moved by Claire Reid that we, re invest for a 3-month term.

It was moved by Judy Gilchrist that we approved the Elite Sports Person grants of $150. To Grace Krause, Grace McCrone, George Morton, Jorja Winfield, and Benson Holt Seconded Maree Liston carried.

Presentation Night:

12th May 2023
Temora Ex-Services Club 6.30pm
Speaker Mr Len Pascoe
Coaching Clinic Friday afternoon 4.00pm
General over all on the presentation night was given.

General Business:

There was no general business tonight.

The voting for the building and equipment grants was held.

We had great nominations for both Grants 2 x $500 and 1 x $1000.

Thank you to all the clubs that applied for the grants.

And a very big thank you to the clubs that sent in some great nominations in most of the categories.

The next meeting will be on the 21st of June 2023
6.30 pm Temora Ex-Services Club Narraburra Room

Meeting closed at 7.30pm

Signed Chairman: Secretary:

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20.11 HERITAGE COMMITTEE MINUTES HELD 8 JUNE 2023

File Number: REP23/899

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Heritage Committee ⇩

MINUTES OF THE MEETING OF THE TEMORA HERITAGE COMMITTEE

Meeting Held: **Temora Shire Council Chambers on 8th June, 2023**

Present: **David Scobie, Cr Jason Goode, Ros Hartwig, Claire Golder, Cr Claire McLaren, Dale Wiencke, Earl Kotzur, Coralie McKenzie, Cr Max Oliver, Merryl Graham, Bill Speirs, Michael Collins, Cr Nigel Judd, Rod Ballantyne, Cr Anthony Irvine, Cr Lindy Reinhold, Jeremy Kruckel and Sally Hurst.**

Apologies: **Wilma McCubbin, Belinda Bushell**

Commenced: **12.03 PM**

ITEM		ACTION	DATE
1	**Confirmation of Minutes –** It was **Moved** by Cr Jason Goode and **Seconded** by Merryl Graham that the minutes be accepted.		
2	**Business Arising –** • **Indigenous Heritage** ➢ David refreshed costings. Waiting on funding. • **Self Drive Brochures** ➢ David, Ros and Wilma carried out a 'tour test'. Checked all locations, revised notes and fed information into system. ➢ They will follow up with another 'tour test' for the next drive.	**David, Wilma and Ros**	Ongoing

	• **Satellite Airfield Tours** ➢ Information for the panels are ready, need some help to transfer points/summarise into a suitable text. Similar to the Railway Precinct Panel. ➢ Claire suggested asking Leanne Oliver for assistance. • **Oral History Project** ➢ Rob and Ollie Willis visited the Bundawarrah Centre for the Oral History Training, this was a great success with approx. a dozen attendees. ➢ Sal discussed the use of the equipment, following the ideas of a 'shopping list' individualised for each person being interviewed to gain the best possible outcome of information being recorded. ➢ Cr Lindy Reinhold, Cr Nigel Judd and Cr Claire McLaren had compiled a list of possible community members to be interviewed. ➢ Sal and Kate looking to catch up with Bill Harris as soon as possible. • **Chinese Heritage Book** ➢ Merryl advised the book is getting there, another chapter has been written. ➢ Depending on the amount of information there are pages/chapters written about each family. Currently researching and writing the history of the Moye family.	**Sal** follow up with Leanne to prepare a draft text for review	Ongoing Ongoing

	➢ There are several local families to be researched and stories written Chris (dentist) and the two families operating the local Chinese Restaurants. • **Main Street Verandah Re-Instatement** ➢ Kris advised the meeting of the $15,000 in the budget for verandah re-instatement. Hopefully, moving forward this will be a re-occurring fund. ➢ Spoken to Jamie Keith in regard to this funding and encouraged him to make application for support. • **Heritage Assistance Fund** ➢ Report finalised by end of May, 2023. ➢ Completed 2022-2023 spreadsheet presented to the meeting. • **Digitalisation of the Temora Independent** ➢ Cr Jason Goode advised that Temora wasn't a town that TROVE had included in its scheme, older print such as the Advertiser, Mining Gazette and Ariah Park had been documented. When TROVE lost funding a private company – Pascoe Digital was contacted to digitalise the local paper. The Temora Independent has be done up to 1924, slowly bringing us forward at $200 per roll (approx. 1 year of print). Digital to PDF, this is then forwarded to the town Library and the Bundawarrah Centre. TROVE charges		Ongoing Ongoing

	\$2.00 per page, this is just not feasible. Funding was contributed initially to TROVE. ➢ Cr Anthony Irvine mentioned he had searched on line and found that TROVE funding was part of the Federal Budget over the coming 4 years, might be able to secure this in the short to medium term. • **Jeremy Kruckel – Arts Centre Manager** ➢ Jeremy introduced himself to those who hadn't meet him yet. ➢ Discussed the upcoming Discovery Day to be held at the Arts Centre Sunday 11th June, 2023. An open afternoon to see the space, meet artists, be involved in workshops. Afternoon tea to be prepared by local youth from Platform Y. • **Silo Art/Light Projection** ➢ Cr Nigel Judd discussed the topic of silo art and light projection. ➢ Look to investigate the Rainbow Project Co. in Melbourne. ➢ Jeremy discussed to option of purchasing a affordable projector (in the vicinity of \$5,000) which could be set up and used as a visual display for a length of time (eg 6 months) at a location such as the train station. This could include local performances, events etc. ➢ Merryl asked at what time was best to view the projection. Suggested in winter around 6pm and later during Summer – ideally when it is darker.		Ongoing

	➢ Silo art has become quite common and will require ongoing maintenance. ➢ Light/visual projection could be constantly changing, be update and used to portray a wide and varied demographic of the community. • **Carolie McKenzie – Earl Kotzur – Marie Narelle Statue** ➢ Coralie spoke on behalf of Stan Butts (unable to attend) and Earl Kotzur in regard to their goal to see a statue dedicated to Marie Narelle and erected in Temora. ➢ A quote in the vicinity of $80,000 for a full length statue. A smaller statue may be erected on a plinth. ➢ Earl and Stan with the assistance of others passionate about this project are in the process of setting up a bank account, Domain websites are being set up by Mark @ Cuttlefish and a Go Fund Me page. These people have taken the initiative to start this off with their own funding. ➢ Moving forward the best outcome would be to decide on the type of statue to be made, get a quote, do a media release. Coralie mentioned engaging Dr Jo and Steph for letters of support for this project. ➢ Discussions of the possible location at the Town Hall (old School of Arts) or at the Museum. Carl Valerius may be able to do the work.		Ongoing

	➢ Develop and present to Council an operations and delivery plan for the erection of the statue.	**Carolie, Earl and Stan** to continue to investigate.	Ongoing
3	**Heritage Fund Applications –** ➢ Application received from Jason and Brooke Keen – Bagdad Church, Sebastopol – Exterior Painting ($2,500) ➢ Cr Jason Goode **Moved** to offer $1,000 (same as Presbyterian Church, Temora) ➢ **Seconded** Ros Hartwig	**Sal** to send letter of approval	June 2023
4	**Heritage Advisors Report –** ➢ Reported and discussed by David		
5	**Meeting Notice –** ➢ Current Projects – all ongoing. ➢ General Business to discuss.		
6	**General Business from the Meeting –** • **Cr Judd** – showed the meeting a framed Sales Brochure from the Lands Title Office in Sydney. Dating back to 1913 in advertising in Ariah Park during this period. • **Merryl** – spoke with Doug McGuirk in regard to his late father, Ron's history. He has lists of shops along the main street in addition to other writings, great story – amazing memory.		

Next Meeting: **Thursday, 10th August, 2023 at the Temora Shire Council Chambers at 12 noon**
Meeting Closed at **1.00 PM**

20.12 IMAGINE TEMORA MINUTES HELD 13 JUNE 2023

File Number: REP23/929

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Imagine Temora Minutes

Temora Shire Council - Imagine Temora Committee

Minutes of Meeting held Temora Art Centre 13 June 2023 at 5.05pm

Present:
Lindy Reinhold, Louise Adams, Susan Jeri, Scott Hayman, Fran Cahill, Ken Forster, Jeremy, Yianni Johns (on phone), Maxine Linnane.

Apologies:
None

Minutes from previous Meeting:
There was no May meeting, April minutes read.
Moved – Ken Forster
Seconded - Scott Hayman
Correspondence – inward and outward:
Invitation to afternoon tea from Temora Shire Council for Imagine chairman to attend a Coronation commemoration.

Business arising from previous meeting:

General business/Around the Room Update:
TSC – Temora Art Centre Discovery Day held on June 11th was a huge success. A variety of artists demonstrating different disciplines was met with great interest.
Oran Park Anglican College will be doing up the garden in Oct-Nov this year.
Ariah Park are holding 'Spark In The Park' in September this year.
Jeremy mentioned Ariah Park community group have a portable projector and speakers that Motion Arts may find useful for stage production back drops.

Womens Network – Recent 'Taste of the Philippines' was booked out and thoroughly enjoyed by all in attendance.

Motion Arts – 'The Butler Did It' was hugely successful and has received a lot of positive feed back.
They will be holding a musical theatre concert on 26th August at Springdale Hall, if it is well received they may have one in Temora at a later date.

Performing Arts –
Tony Bozicevic concert to be held 21 October at 2pm at the Town Hall.
They are going to approach Westpac Bank regarding community grants that are available. If grant applications successful they will use the funds to cover/assist with performance costs.

Yianni – Attended Coronation Afternoon Tea, it went very well and he has posted a video on his Youtube feed.

The Ardlethan Art Show went well.

TADVAC- Benalla workshop has been cancelled.

Will be running a workshop with Robyn Wheeler on 17th June – animal portraits.

The group is very concerned about the proposed rent increases for the art centre, they have sent a letter to the council.

Next meeting will be held on 11 July

Meeting closed 5.36pm

20.13 TEMORA ARTS COUNCIL MEETING MINUTES HELD 19 JUNE 2023

File Number: REP23/972

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Temora Arts Centre ⇩

Meeting Temora Arts Centre. 19th June 2023

Present: Bob Brabin, Jeremy Kruckel, Judy Gorton, Wendy Reardon, Fay Robbins, Lindy Reinhold

Apologies: Bec Drenovski, Claire McLaren, Tracy Heinrich, Colette Balzer

Collate priorities: Members rated priorities in H M L

Logo decision: Decision made. Design 2 by Ruth Kemp was the preferred logo. Moved by group it be accepted. Thankyou to Jeremy asked Ruth send a high resolution copy to him. Bob to give him her email.

Discovery day: Went well - Pictures taken - 150-200 attending – survey monkey sent out to participants. Report will be sent back.

Managers' Report:

- Policy for public Art – guidelines for people who want to put up art in Temora. TAC advisory committee to assist in developing this.
- Light festival possibility discussed. (Spark in the Park and projector bike Jeremy has talk to Imagine Temora. September 15)
- Eastern RArts J rural person Sept 1 (Are we Keen to run a workshop.)
- Blinds are arriving Monday
- Railway Hotel will have a plan for the design of the Railway precinct master plan. People will be able to comment this Wednesday.
- Review plan of management ready for council

Potters Wheel: Fay suggested we approach people with wheels in town to sell or donate potters' wheel.

Looking for Venco Pottery wheel No 3-330 13" wheel head
Nidec – Shimpo Whisper-T potters' wheel RK – 55 (VL lite) Potters' wheel
RK -5TF foot pedal. RK -5T Speed lever

To follow up on pottery wheel and other bits to do with Pottery.

Lindy Feedback on letter. - Fees going up 16% for TAC. Claire wanted CPI but lost.
Classification of code. If coded E it is a cost to council.

Further Business Nil

Newspaper contact. Discussion

Flags : All the artists that are paid, Forming committee, Famous five to sign a flag??

Next Meeting date: Wenesday 2nd August. 6pm

20.14 SISTER CITY COMMITTEE MINUTES HELD 20 JUNE 2023

File Number: REP23/904

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Sister City Committee ⇩

SISTER CITY COMMITTEE

Meeting Held: 20/06/2023 5:10pm

Location: Temora Art Centre Meeting Room

Chairperson: Deputy:- Robert Brabin

In Attendance: Anne Giacomin, Fabio Giacomin, Bob Brabin, Shontayne Ward, Tanya Botha.

Apologies: Helen Speirs, Peter Speirs, Cr Jason Goode, Jeff Cornford

Minutes From Previous Meeting:

True and Correct

Moved: Anne Giacomin

Seconded: Bob Brabin

Business Arising From The Previous Meeting:

1. Letter from Mayor Firman to Izumizaki Council: After Cr Goode had followed up on the letter and emailed a copy to me, I asked for it to be dispatched immediately to the Mayor of Izumizaki. The copy of the letter was tabled, and the contents presented to the meeting. (Copy in Appendix)
2. Photo albums: After Peter and Helen Speirs looked over the albums, they were delivered to Bill Speirs at the Bundawarrah Centre for storing and digitising of selected photos for archiving.
3. Carol Glasgow and Roz Langford were contacted by Anne in person and notified of the decision for them both to commence work on the gifts for Izumizaki. Roz is awaiting the decision on Japanese translation for her gift. After discussion of the different translations and the suggestions made by Seiya via Peter Speirs the translation was decided upon and will be conveyed to Roz by Anne.
4. Travel to Japan update in terms of possible costs. Discussed in general business.

Correspondence:

Inward:

1. **Cr Rick Firman – 2.5.2023-** invitation for Sister City Chairman to attend the commemorative Afternoon Tea for the coronation of King Charles III. This was forwarded to Jason who was unable to attend.

2. **Peter Speirs -8.05.2023**--email outlining translations recommended by Seyia after he had made contact seeking advice.

3. **Cr J. Goode -7.06.2023** -email containing copy of letter for Mayor Yannai of Izumizaki re possible visit from interested people in 2024. Secretary Anne asked for it to be mailed to facilitate an early response.

4. **Shontayne Ward -** email informing the committee that Matthew Walker was no longer working in Temora.

5. **Tanya Botha –** email informing that initial research had been undertaken re possible visit with an idea of "ball park" costs.

Outward:

1. **Email to Cr J Goode** regarding above invitation for Afternoon Tea—crowning King Charles III.
2. **Email to Peter Speirs** requesting help with Japanese translation for anniversary gift.
3. **Cr j Goode** requesting any knowledge of letter to Izumizaki Mayor.
4. **Email to Tanya Botha** requesting she make initial investigations re proposed visit in 2024.
5. **Emails to members** noting June meeting as reminder together with minutes of the April meeting.
6. **Ros Langford-**re submission of design and quote for gold embroidery work for current meeting.

General Business:

Proposed Visit to Izumizaki in 2024

1. Tanya outlined the results of her research to date. At this stage it is suggested that May or perhaps September would be more suitable (although September would allow more time for planning/saving) from an Australian point of view. Once a reply from the Izumizaki Council is received especially as to the suitable time of year details can be further investigated.
2. In the meantime, Bob will ascertain if there are residents who may be interested in visiting Izumizaki as a reunion tour next year.
3. Once a reply from Izumizaki is received further decisions as to marketing/advertising can be made. If this occurs before the meeting in August Anne will notify everyone and an earlier meeting can be arranged to bring this about.
4. **No further questions** or points were raised prior to the meeting closing.

Sister City Attachments following:

Initial investigation into possible tour to Izumizaki in 2024.

(NOTE: Preliminary costings only-- subject to change.)

Letter from Temora Council to Izumizaki Council.

MEETING CLOSED: 5:37pm

DATE OF NEXT MEETING: 15th August, 2023



Quote Prepared on 20 June 2023

Preliminary Investigation Only

Cost Subject to Change as estimate only

Based on today costs

TRIP SUMMARY

Flight

Mon 06 May 2024

Ai.`linc

Japan Airlines **52**

Datc Dc:)a-two. r

Mon 06 May 2024 **Sydney** **08:15**

17:05

P N P

ENDING

Right

Thu 16 May 2024

f :yr

Japan Airlines **Si**

Date

Thu 16 May 2024 **Tokyo** **19:20**

06:10

P N P

ENDING

Hotel

Mon 06 May 2024

Sunshine City Prince Hotel

I

Toshima City **City Floor Room**

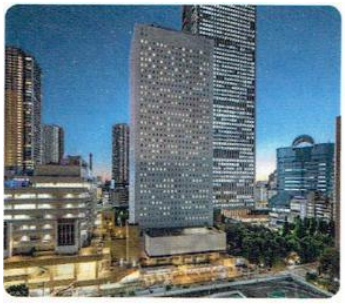
Breakfast

The stylish Sunshine City Prince Hotel features 4 dining options and a 24-hour convenience shop. It's located in the Sunshine City complex, only 800 metres from JR Ikebukuro Station. Free WiFi is available throughout the property.

Rooms at Sunshine City Prince Hotel are fitted with a cable TV, a desk and an electric kettle. Each room has an en suite bathroom with a bathtub, amenities and yukata robes.

Nearby Ikebukuro Station offers direct train access to Ueno, Shinjuku and Shibuya within 20 minutes. Higashi-Ikebukuro Subway Station is 500 metres away and has direct links to the Ginza and Tsukiji areas.

Guests can find buffet meals at Bayern Restaurant. Musashino Restaurant serves a variety of Japanese dishes, while Kokiden Chinese Restaurant offers Cantonese food.





otel

Izumizaki Country Village

Twin Room

Breakfast

This is a hotel with hot springs situated in quiet forest, one road off the highway. The facility can cater for individuals or groups, welcoming guests for such purposes as training seminars, business trips, and training sports teams.





thers

Green Pass

The Japan Rail (JR) Pass is a special pass valid for unlimited travel on Japan Railways (JR) transportation, including all JR trains, Shinkansen bullet trains (except Nozomi and Mizuho service), limited express trains, express trains and rapid or local trains, JR bus company local lines (JR Hokkaido Bus, JR Bus Tohoku, JR Bus Kanto, JR Tokai Bus, West Japan JR Bus, Chugoku JR Bus, JR Kyushu Bus), JR Miyajima ferry and Tokyo Monorail.

Approx. Prices (guide only):

- Return Economy Class Airfares with Japan Airlines ex. Sydney
- 5 Nights Twin-Share Accommodation Tokyo including breakfast
- 5 Nights Twin-Share Accommodation Izumizaki including breakfast
- 7 Day JR Pass-Green Class
- Return Airport Transfers

Per Person Twin-Share - $4,500.00

Single Supplement - $1,600.00

May

Best for: whirlwind Golden Week festivities

Mon, Apr 29, 2024 - Sun, May 5, 2024

The first week of May in Japan is known as Golden Week, a collection of four national holidays (Showa Day, Constitution Day, Greenery Day and Children's Day) that has locals taking advantage of spring weather with some time off of work and school. During Golden Week you can expect free entry to many museums, parks, and attractions, as well as some authentic traditional celebrations, like the flying of koinobori, or carp kites, on Children's Day. While travelling during this period is sure to be exciting, it can also be crowded, costly, and hectic (albeit memorable) so you might want to consider a trip toward the end of the month. Plus, if you thought cherry blossoms were the only famous florals in Japan, think again! In the springtime, Japan's gardens are bursting. Plan a visit to the Ashikaga Flower Park (just over an hour outside Tokyo) to see jaw-dropping hundred-year-old wisteria trees in full bloom that get illuminated at night.

September

Best for: exercising mind, body, and appetite in dreamy weather

The end of summer in Japan brings pleasantly perfect temperatures and fewer crowds, which is a perfect time to squeeze in a physical and cultural workout. With such a diverse landscape, you can hike, bike and kayak your way through the country; exercising your mind in dazzling Tokyo, your body on the famous Shimanami Kaido cycle route, and your appetite with delicious ramen in Onomichi. Temperatures typically hover around 24°C, and although September falls into Japan's typhoon season, your travel plans are unlikely to be affected as typhoons rarely make landfall.

Temora Shire Council

The Office of the Mayor

TEMORA
The Friendly Shire

Our Reference: RBF:ATR

7 June 2023

Mayor Norikatsu Yannai
Village of Izumizaki
145 Hachimarru, Izumizakimura
Nishishirakawagun, Fukushimaken
969-0101 JAPAN

Dear Mayor Yannai

Greetings from Temora Shire, NSW, Australia!

As 2024 marks the 35th anniversary of our joint Sister City relationships it has been suggested that some interested residents of the Temora Shire might like to visit Izumizaki and learn more about the local history, education and culture. Such a trip to Izumizaki would possibly last 4 or 5 days/nights for which accommodation could be arranged in a local motel/hotel as we would not wish to burden the Izumizaki people.

Nevertheless we would be grateful of the expertise of the Izumizaki people in suggesting or planning some suitable activities or venues to visit, perhaps along with one or two half day or full day tours.

We are writing to you to assess whether any of this would be acceptable to the Izumizaki Council. If such a visit might be possible, we would appreciate an early response so that adequate planning, preparation, advertising and savings might proceed in Temora in the very near future.

Furthermore, if such a visit is feasible could you suggest a suitable time of year to visit in terms of the Izumizaki Council's commitments.

We look forward to a response from you in due course. Yours in friendship.

I remain yours sincerely.

Cr R B Firman, OAM
MAYOR

Cr Jason Goode
CHAIRMAN, SISTER CITY COMMITTEE

105 Loftus St,
PO Box 262, TEMORA NSW 2666
ABN: 55048 860 109
DX: 5494 Temora

t: (02) 69801100
f: (02) 69801138
mayor@temora.nsw.gov.au
www.temora.nsw.gov.au

20.15 REROC MINUTES HELD 23 JUNE 2023

File Number: REP23/922

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. REROC Minutes ⇩

RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS
MINUTES OF THE BOARD MEETING
held at Wagga Wagga Country Club, Plumpton Rd, Wagga Wagga
Friday 23 June 2023

Meeting opened at 10.45 a.m.

PRESENT

Grant Baker	Bland Shire Council	
Cr Brian Monaghan	Bland Shire Council	
Cr David McCann OAM	Coolamon Shire Council	
Tony Donoghue PSM	Coolamon Shire Council	
Cr Charlie Sheahan	Cootamundra-Gundagai Regional Council	
Stephen McGrath	Cootamundra-Gundagai Regional Council	
Cr Tony Quinn	Greater Hume Shire Council	
Evelyn Arnold	Greater Hume Shire Council	
Cr Neil Smith	Junee Shire Council	
Cr Greg Verdon	Lockhart Shire Council	
Peter Veneris	Lockhart Shire Council	
Cr Rick Firman OAM	Independent Chairman	
Gary Lavelle PSM	Temora Shire Council	Observer
Cr Graham Sinclair	Temora Shire Councils	
Julie Briggs	REROC	
Jenny Pideski	REROC	
William Adlong	REROC	
Helen Mundy	REROC	
Matthew Dudley	RAMJO/REROC	

APOLOGIES

RESOLVED *on the motion of Cr N. Smith, seconded Cr C. Sheahan that apologies be received from Cr M. Stadtmiller, A, Drenovski J. Davis, R. Whiting and G. Butler.*

CONFIRMATION OF MINUTES

RESOLVED *on the motion of Cr N. Smith, seconded Cr. C. Sheahan that the minutes of the meeting held on 28 April 2023 be confirmed.*

BUSINESS ARISING

Letter to the EPA about FOGO Grant – the letter has been sent to the EPA.

60 Day Dispensing– a letter has been sent to the Federal Minister for Health.

Investment NSW Workshop on Developing a Value Proposition for the Region – this remains outstanding.

CORRESPONDENCE

RESOLVED *on the motion of Cr. C. Sheahan, seconded Cr. B. Monaghan that the correspondence be received.*

CHAIRMAN'S REPORT

J. Briggs, H. Munday, J. Pideski and H. Munday left the room at 10.50a.m.

Chief Executive Officer Contract
RESOLVED *on the motion of Cr. G. Verdon, seconded Cr. D. McCann that the Chairman, Deputy Chairman and Treasurer be appointed to work with the CEO regarding proposed contract/negotiations for a succession plan and provide a report to the Board within 6 weeks.*

J. Briggs, H. Munday, J. Pideski and H. Munday returned to the meeting at 11.15 a.m.

CHIEF EXECUTIVE OFFICER'S REPORT

The report was tabled. J Briggs raised the following issues with Members:

Meeting with the Minister for Emergency Services, Hon Jihad Dib MP - noted.

Meeting with the Minister for Local Government – noted.

Meeting at Parliament House – noted.

Moving Forward: One Organisation – noted.

Review of the REROC Constitution – noted.

Health and Knowledge Precinct – Members agreed that there should be Local Government representation on the Precinct Board and that it should be drawn from REROC and RAMJO with Wagga Wagga City and Griffith City also represented because they are the regional headquarters for health activities.

Associate Membership of the Country Mayors' Association
RESOLVED *on the motion of Cr. N. Smith, seconded Cr .D. McCann by a vote of 7 to 6 that REROC apply to become an Associate Member of the Country Mayor's Association*.

Members noted that membership of the CMA was on an annual basis.

Associate Membership of LGNSW
RESOLVED *on the motion of G. Lavelle, seconded Cr. N. Smith that REROC not join the LGNSW at this time.*

Rates Methodology Review.
RESOLVED *on the motion of S. McGrath, seconded Cr. G. Verdon that REROC prepare and lodge a response to the IPART Draft Report on the Rate Pegging Methodology.*

Guidelines for funding on FOGO Collection Grants – noted.

Disaster Risk Recovery Funding
J. Briggs advised that the DRRF Group of JOs and ROCs wanted to collaborate on advocacy relating to betterment (mitigation) funding in relation to infrastructure repairs on roads. She noted that the meeting with the Minister for Emergency Services would be an opportunity to raise the problem.

In addition, the Group wants to enter into a partnership on its advocacy with IPWEA NSW.

RESOLVED *on the motion of P. Veneris, seconded G. Baker that REROC support joint advocacy in relation to the betterment issue.*

RESOLVED *on the motion of P. Veneris, seconded T. Donoghue that REROC adopt the Terms of Reference for the DRRF Project Steering Committee.*

EOI for ARENA Funding for Community Batteries
RESOLVED *on the motion of P. Veneris, seconded Cr. B. Monaghan that REROC support the EoI for ARENA funding for the deployment of community batteries which is being driven by the JONZA program.*

NSW Planning Portal – lack of recognition of County Councils as Approval Authorities
RESOLVED *on the motion of Cr G. Verdon, seconded S. McGrath that REROC continue to liaise with Goldenfields Water on the issue and determine what support REROC can provide that will result in the resolution of the problem.*

Bin Trim Grant– noted.

Southern Lights
RESOLVED *on the motion of Cr N. Smith, seconded T. Donoghue that the REROC Board adopt the Southern Lights submission to the AER on Essential Energy's street lighting pricing proposal.*

EPA Emergency Waste Plan – noted.

Recognition of Local Water Utilities in the NSW Constitution
RESOLVED *on the motion of Cr G. Verdon, seconded Cr. B. Monaghan that REROC maintain a watching brief on the proposed review and respond to any opportunities to contribute to the Terms of Reference.*

RESOLVED on the motion of Cr D. McCann, seconded Cr. N. Smith that CEO's Report be received.

RESOURCE SHARING REPORT

The report was tabled. J Briggs raised the following issues with Members:

Planning Technical Group
RESOLVED *on the motion of Cr G. Verdon, seconded Cr. N Smith that REROC:*

1. *Write to the new Minister for the Environment to again raise the issue of the inadequacy of council PINs for unauthorised land clearing.*
2. *Write to the Minister for Local Government and the Minister for Planning to ask when the Manufactured Homes' Policy Review will be placed on exhibition.*

Workforce Development Group
RESOLVED *on the motion of P. Veneris, seconded S. McGrath that:*

1. *The CEO open discussions with Compact about a partnership arrangement to deliver the Skills Shortage project.*
2. *The REROC Executive consider funding options for allows the Skills Shortage project to continue with project officer support.*

Water and Wastewater Technical Group – noted.

Infrastructure/Engineers Group – noted.

Build a Bridge - noted.

Riverina Spatial Information Group (RIVSIG) – noted.

RESOLVED *on the motion of G. Lavelle, seconded Cr. B. Monaghan that the Resource Sharing report be received.*

TREASURER'S REPORT

The report was tabled by T. Donoghue

RESOLVED *on the motion of T. Donoghue, seconded Cr. B. Monaghan that the Resource Sharing report be received.*

WASTE FORUM REPORT

The report was tabled. J. Briggs raised the following issues with Members:

Regional Waste Strategy – noted.

Staffing – noted.

Bin Trim Grant – noted.

Container Deposit Scheme: *Return and Earn* - noted.

E-Waste – noted.

Recycle Night? Recycle Right! – noted.

Regional Contracts – noted.

School Projects – noted.

Community Recycling Centres – noted.

Solar Farm Construction Waste – noted.

Safe Sharps Lite – noted.

Landfill Gas Capture Project – noted.

No Time to Waste **Conference** – noted.

RENEW Meeting February 2023 – noted.

Coffs Harbour Waste Conference – noted.

RESOLVED *on the motion of Cr. T. Quinn, seconded P. Veneris that the Waste Forum report be received.*

YOUTH & COMMUNITY DEVELOPMENT NETWORK REPORT

The report was tabled. J Briggs raised the following issues with Members:

Youth and Community Development Network - noted.
Take Charge Youth Leadership Forum Evaluation – noted.

Take Charge Case Study - noted.

RESOLVED *on the motion of T. Donoghue, seconded P. Veneris that the Youth and Community Development Network report be received.*

ENERGY AND NET ZERO PROJECT REPORT

The Report was tabled. William Adlong spoke to the report.

EoI for Community Battery Funding – noted.

REROC Regional Energy Efficiency and Net Zero Plan – reviewing the outline of the Plan was delayed for time constraints. Members were asked to provide feedback to W. Adlong.

Energy and Innovation Conference – noted.

Federal Government's new $100 million community Energy Upgrades Fund – noted.

RESOLVED *on the motion of T. Donoghue, seconded Cr. N. Smith that the Energy and Net Zero Project report be received.*

REGIONAL CONTAMINATED LAND MANAGEMENT PROJECT REPORT

The Report was tabled. Matthew Dudley raised the following issues with Members:

Daft Contaminated Land Policy – noted.

Training Workshops – noted.

End of the Project – M. Dudley advised that this was likely to be his last meeting as the project was ending.

Cr Firman extended his warmest thanks to Mr Dudley for his commitment and enthusiasm for the project and for his professionalism. Mr Dudley extended his thanks to REROC and the Member Councils' staff for their support of the project.

RESOLVED *on the motion of G. Baker, seconded Cr. N. Smith that the Contaminated Land Management Report be received.*

GENERAL BUSINESS

Regional ARIC – T. Donoghue advised that the Member Councils currently sharing Internal Audit functions have asked that REROC look at establishing a regional ARIC. J. Briggs advised that work had commenced on this project in the JO and that REROC would be able to utilise the work undertaken to inform the project.

RESOLVED *on the motion of T. Donoghue, seconded Cr. N. Smith that REROC work with the Member Councils to develop a shared regional ARIC model.*

NEXT MEETING

Friday 25 August 2023 at The Rules Club, Wagga Wagga.

CLOSURE

Meeting closed at 12:45pm

DRAFT

20.16 JO MINUTES HELD 23 JUNE 2023

File Number: REP23/924

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. JO Minutes ⇩

Riverina Joint Organisation

Minutes
Board Meeting held
23 June, 2023

DRAFT

Minutes of the Riverina Joint Organisation Board Meeting held at Wagga Wagga Country Club, Plumpton Rd, Wagga Wagga on Friday 23 June 2023

The meeting opened at 9:10am

Present

Grant Baker	Bland Shire Council
Cr Brian Monaghan	Bland Shire Council
Cr David McCann OAM	Coolamon Shire Council
Tony Donoghue PSM	Coolamon Shire Council
Cr Charlie Sheahan	Cootamundra-Gundagai Regional Council
Stephen McGrath	Cootamundra-Gundagai Regional Council
Cr Tony Quinn	Greater Hume Shire Council
Evelyn Arnold	Greater Hume Shire Council
Cr Neil Smith	Junee Shire Council
Cr Greg Verdon	Lockhart Shire Council
Peter Veneris	Lockhart Shire Council
Cr Rick Firman OAM	Independent Chairman
Gary Lavelle PSM	Temora Shire Council
Cr Graham Sinclair	Temora Shire Councils
Giles Butler	Dept of Regional NSW
Julie Briggs	Riverina JO
Jenny Pideski	REROC

1. Apologies

RESOLVED on the motion of Cr N. Smith seconded Cr D. McCann that the apologies of Cr D. Tout, Cr T. Koschel, Cr M. Stadtmiller, A, Drenovski, J. Davis, P. Thompson, C. Templeton and P. Worsfold be accepted.

2. Move to Committee of the Whole

RESOLVED on the motion of Cr N. Smith, seconded Cr G. Verdon that the Board conduct its business as a Committee of the Whole.

3. Declarations of Interest

There were no declarations of interest by the Board or staff.

4. Confirmation of Minutes of the Previous Meeting

RESOLVED on the motion of Cr C. Sheahan seconded Cr B. Monaghan that the minutes of the 28 April 2023 Board meeting be confirmed as a true and accurate record.

5. Business Arising from Previous Board Meetings

60-Day Dispensing – Members agreed that the NSW Pharmacy Guild should be contacted re this issue to determine their stance.

6. Correspondence

RESOLVED on the motion of Cr N. Smith seconded Cr B. Monaghan that the Board receive and note the correspondence.

Chairman CEO

DRAFT

7. Chief Executive Officer Report

7.1 JO Funding Arrangements and Implementation Plan

JO Implementation Plan – noted.

7.2 JO Core Activities - Regional Planning

JO Capacity Building Funding Stage Two

- **Skills Shortages Project** – noted.
- **Leveraging Economic Development** – noted.

RESOLVED on the motion of Cr B. Monaghan, seconded Cr C. Sheahan that the JO continue to retain the services of our Student Ambassador, Ms Samantha Tout until the end of 2023.

RESOLVED on the motion of Cr. T Quinn, seconded Cr G. Sinclair that JO continue to deliver the Capacity Building Project while the JO is in hiatus.

RESOLVED on the motion of Cr G. Verdon, seconded Cr. T Quinn that the Board note the Report on the Capacity Building Funding.

Regional Water Strategy – noted.

7.3 JO Working Party Meetings

Noted.

7.4 JO Core Activities – Advocacy and Lobbying

Meeting with the New Minister for Local Government, Hon Ron Hoenig MP – noted.

Constitutional Recognitions for Sydney Water and Hunter Water – Cr. Firman advised that councils should have received an invitation from the Country Mayors' Association to virtual meetings with the Hon Rose Jackson MP, Minister for Water on 3 July and Steph Cooke the Shadow Minister for Water. The meetings will discuss Local Water Utilities.

Rate Peg Methodology Review
RESOLVED on the motion of Cr G. Sinclair, seconded Cr. D. McCann that the Board refer the matter to REROC for a response by 4 July 203.

Emergency Services Levy – referred to REROC for action.

Senate Inquiry into the Closure of Regional Banks – noted.

By-pass of Council Planning for Large Residential Developments – noted.

7.5 JO Core Activities – Intergovernmental Co-operation

The following activities have occurred in this Core Activity:

- ***Regional Leadership Executive (RLE) Group*** – noted.
- ***JO Executive Officer Meetings*** – noted.

RESOLVED on the motion of Cr G. Verdon, seconded Cr B. Monaghan that the Board receive the CEO's Report.

Chairman CEO

DRAFT

8. JO Chairman's Report

Chief Executive Officer Position
RESOLVED on the motion of Cr B. Monaghan, seconded Cr N. Smith that Mr. Tony Donoghue fill the role of Interim CEO of the Riverina Joint Organisation.

RESOLVED on the motion of Cr D. McCann, seconded Cr N. Smith that the Board request that REROC make representations to the new Local Government Minister about the role and status of Joint Organisations.

Joint JO Chairs' Forum Meeting – noted.

RESOLVED on the motion of Cr N. Smith, seconded Cr B. Monaghan that the Board receive and note the Chairman's Report.

9. Finance Report

Year to Date Financials – tabled.

Audit 2022-23 – Noted.

RESOLVED on the motion of Cr C. Sheahan, seconded Cr B. Monaghan that the Year-to-Date Financials be received noting that there is a discrepancy, and the CEO will send the updated Financials to the Board following the meeting.

10. Governance

The Way Forward: One Organisation – noted.

Related Party Transactions – noted.

2023-24 Revenue Policy
RESOLVED on the motion of Cr N. Smith, seconded Cr G. Verdon that the JO adopt the 2023-24 Revenue Policy.

11. Urgent Business without Notice

No matters of Urgent Business were considered.

12. Resolution to Move out of Committee of the Whole

RESOLVED on the motion of Cr N. Smith, seconded Cr G. Verdon that the Board move out of Committee of the Whole.

13. Next Board Meeting

The Board of the Riverina JO will next meet on Friday, 29 September 2023 via Zoom.

Meeting closed at 10.10 a.m.

Chairman CEO

DRAFT

21 CONFIDENTIAL REPORTS

RESOLUTION 123/2023

Moved: Cr Jason Goode
Seconded: Cr Max Oliver

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 5:11PM:

21.1 Confidential Minutes of the Assets & Operations Committee Meeting held on 11 July 2023

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 105/2023
Moved: Cr Graham Sinclair
Seconded: Cr Jason Goode
It was resolved that the reports be received.
CARRIED

RESOLUTION 106/2023
Moved: Cr Jason Goode
Seconded: Cr Graham Sinclair
It was resolved that the reports and recommendations as presented be adopted.
CARRIED

21.2 Employee Incentive Scheme Application

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 105/2023
Moved: Cr Claire McLaren
Seconded: Cr Nigel Judd
It was resolved that Council endorse a Category 3 reward for the nominated employee.
CARRIED

CARRIED

RESOLUTION 124/2023

Moved: Cr Graham Sinclair
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 5:25PM.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 17 August 2023.

..... **.....**

GENERAL MANAGER **CHAIRMAN**