



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

**Date: Thursday, 19 June 2025**

**Time: 4:00pm**

**Location: 105 Loftus Street**

**TEMORA NSW 2666**

# **AGENDA**

## **Ordinary Council Meeting**

**19 June 2025**

**Melissa Boxall  
General Manager**



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**1 OPEN AND WELCOME**

The following Public Forum requests have been received:

- NIL

**2 ACKNOWLEDGEMENT OF COUNTRY****3 APOLOGIES****4 OPENING PRAYER****5 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 15 May 2025

**6 DISCLOSURES OF INTEREST****7 MAYORAL MINUTES**

Nil

## **8        REPORTS FROM COMMITTEES**

### **8.1       MINUTES OF THE ASSETS & OPERATIONS COMMITTEE MEETING HELD ON 10 JUNE 2025**

**File Number:**        REP25/459

**Author:**            Executive Assistant

**Authoriser:**        General Manager

**Attachments:**      1.    Minutes of the Assets & Operations Committee Meeting held on 10 June 2025

### **RECOMMENDATION**

It is recommended that the reports be received.

It is recommended that the reports and recommendations as presented be adopted.



**Date:** Tuesday, 10 June 2025  
**Time:** 2:02pm  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **Assets & Operations Committee Meeting**

**10 June 2025**

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**MINUTES OF TEMORA SHIRE COUNCIL  
ASSETS & OPERATIONS COMMITTEE MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON TUESDAY, 10 JUNE 2025 AT 2:02PM**

**PRESENT:** Cr Rick Firman (Mayor), Cr Nigel Judd, Cr Graham Sinclair (Deputy Mayor) (Chair), Cr Belinda Bushell (arrived 2:40pm), Cr Anthony Irvine (arrived 2:04pm), Cr Paul Mahon, Cr Ken Smith

**IN ATTENDANCE:** Mr Kris Dunstan (Director of Environmental Services), Mrs Elizabeth Smith (Director of Administration & Finance), Ms Melissa Boxall (General Manager), Mrs Claire Golder (Town Planner), Mrs Amanda Colwill (Engineering Technical Officer)

**1 OPEN MEETING**

2:02pm

**2 APOLOGIES**

**COMMITTEE RESOLUTION 24/2025**

Moved: Cr Ken Smith

Seconded: Cr Paul Mahon

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

**CARRIED**

**3 DISCLOSURES OF INTEREST**

Councillor/Officer	Item	Nature of Interest	How Managed
Kris Dunstan	REP25/420	Non pecuniary	Left the meeting
Cr Nigel Judd	REP25/361	Pecuniary	Left the meeting
Cr Belinda Bushell	REP25/439	Non pecuniary	Stayed in the meeting
Cr Ken Smith	REP25/427	Non pecuniary	Stayed in the meeting

## 4 REPORTS

### 4.1 CLASS 2.1 LOCAL ROAD CENTRELINE MARKING

**File Number:** REP25/398

**Author:** Engineering Technical Officer

**Authoriser:** Engineering Asset Manager

**Attachments:** Nil

#### REPORT

In 2024, Council completed an approximate 40-year road widening program on Council's Class 2.1 rural sealed roads, increasing the bitumen seal width from 5.5m to 6.8m.

Towards the end of this widening program, Council allocated \$150,000 of COVID-19 stimulus funds (Local Roads Community Infrastructure Program Round 3) to upgrade the safety and service level on these roads through the installation of centreline marking. Work was delivered in mid-2022.

Three years has now passed since the installation of the centreline marking and Council officers are noting the following outcomes:

- There is increased wear / damage to the seal edge and road shoulder due to the traffic being channelised and tracking closer to the sealed edge inadvertently crossing over the seal edge more frequently. The damage is most prevalent in the widened sections of the road that only have 1 or 2 seal coats as opposed to 60 or 70 years' worth of bitumen.

This damage has likely been exacerbated by relatively large recent harvests, in combination with larger trucks and increased cartage to major grain centres.

- There seems to be a minor increase in pavement failure requiring heavy patching on the local road network due to traffic travelling wider on the road pavement where the pavement is weaker and is more susceptible to permanent damage. The pavement is weaker against the road shoulders due to increased moisture caused by both being close to the seal edge and close table drains that are often wet or hold water.
- Road safety outcomes are difficult to quantify; however, it is assumed that a painted centreline will assist road safety at night and in foggy weather preventing head on collisions and run off road crashes.
- Bitumen surface renewal need (resealing) we believe is being pulled forward slightly due to the declining edge condition and / or to protect repaired edges. Again, this is more prevalent on widenings.

#### Integrated Planning and Reporting

CSP Theme: 3. Enjoying our Beautiful Environment

Delivery Program Strategy 3.8 A community with a transport network that enables economic and social outcomes



**Council Policy/Legislation**

EW1 – Roads Hierarchy Policy

**Options**

In response to the observed outcomes, Council officers request Council consider the following options.

- Option 1 – Remove the centreline marking reverting to no line marking (as was the case prior to 2022). This could be either sealing with bitumen or line marking not replaced when resealing takes place or a combination of both.
- Sealing with bitumen and no aggregate (surface enrichment) would cost \$40,000 - \$60,000.
- Replacing upon reseal would cost \$0, however, a reseal life is around 18 years, and a scenario would be created where there was intermittent line marking for potentially up to 18 years.
- Combination of both – Around 50km or 152km of class 2 roads will be resealed in the coming 3 years (all Coolamon Road, large section of the Trungley Hall Road and 5 of a total of 12 sections of the Morangarell Road).
- Option 2 – Council absorbs the increased maintenance cost associated with additional edge repair and heavy patching retaining the centreline marking.
- It is difficult to determine the cost associated with the long-term impacts of centreline marking, however, it is clear there is increased damage (particularly edges) which is / will result in increased road maintenance costs.
- Council has 304km of class 2.1 road edges and officers anticipate that potentially 25% of additional network would require some form of repair / hard facing over the next 18 years. A rough estimate would be that the patch truck could repair / hard face 500m per day at a cost of approximately \$6,000. This would total \$912,000 or \$50,000 annually in 2025 dollars.
- The above is an estimate only, and it is anticipated that the actual cost will be in excess of \$50,000 annually.
- Option 3 – Consider a new widening program seeking to widen Class 2.1 roads to an 8m or 9m seal sufficient to accommodate line marking.
- Please note this would require significant upfront capital resources (\$10m-\$30m) depending on the treatment and would add between \$100k-\$200k annual depreciation plus maintenance costs.

It is the recommendation of Council officers that Council support option 2.

**Budget Implications**

Subject to option determined by Council.

**Risk Implications**

Potential risk implications of removing line marking includes:

- Community dissatisfaction or damage to Council's reputation
- Perceived or actual reduction in road safety

Potential risk implications of retaining line marking includes:

- Increasing maintenance costs
- Decreased quality of road network if unable to fund

Potential risk implications of introducing a new widening program include:

- Increasing road renewal and maintenance costs
- Financially unsustainable

Cr Anthony Irvine arrived at the meeting 2:04pm

**COMMITTEE RESOLUTION 25/2025**

Moved: Cr Ken Smith

Seconded: Cr Paul Mahon

It was resolved that the committee recommend to Council that:

1. Council absorbs the increased maintenance cost associated with additional edge repair and heavy patching retaining the centreline marking (Option 2)
2. Increase the Rural Sealed Road Maintenance Budget by \$50,000 from the 2026/2027 financial year.

**CARRIED**

***Report by Rob Fisher***

#### 4.2 ASSESSMENT OF ROADS SUITABLE FOR VERGE WIDENING TO ACCOMMODATE STREET TREES

**File Number:** REP25/344  
**Author:** Engineering Technical Officer  
**Authoriser:** Engineering Asset Manager  
**Attachments:** Nil

##### REPORT

There is an outstanding resolution requesting that Council officers provide further information on which roads may be suitable for verge widening to accommodate street trees. See below:

##### **COMMITTEE RESOLUTION 40/2023**

*Moved: Cr Claire McLaren*

*Seconded: Cr Max Oliver*

*It was resolved that Council officers provide a report to Council outlining those roads suitable for widening of the verge to accommodate street trees.*

Planting street trees within the pavement on sealed urban roads creates ongoing operational challenges, including:

- Street sweeper access – Trees planted in the pavement generally obstructs street sweeper access, preventing effective gutter cleaning and resulting in a greater reliance on manual cleaning, which is less frequent, is of lower quality and is less efficient.
- Impact on road maintenance – Trees located within the pavement interfere with road maintenance activities (resealing, heavy patching, rehabilitation, etc). Almost all road maintenance and construction activities require open and clear access to undertake works with trees either being removed during works or trees being retained creating a significant impediment on work efficiency and resulting quality.
- Accelerated degradation of the road shoulder pavement and pavement surface through tree root damage that is not possible to return to new condition and not easily repaired to a safe condition.
- Drainage obstruction and damage to drainage infrastructure (kerb and gutter). Tree roots lifting the kerb and / or pavement creating water to pond and debris to build up in the gutter.

The following streets have been identified as potential candidates for future verge widening to remove street trees from the road pavement.

- Aurora Street - between Polaris Street and Anzac Street, and between Victoria and Austral Street
- Austral Street - between De Boos Street and Baker Street
- Baker Street - between Polaris Street and Austral Street
- Britannia Street - between Vesper Street and Gardner Street
- Coolamon Street - between Wellman Street and Pitt Street (Ariah Park)
- Crowley Street - between Byron Street and Britannia Street

- De Boos Street - between Polaris Street and Cootamundra Road
- Hoskins Street – between Murphy Street and end of kerb and gutter
- Loftus Street - between Copeland Street Little Baker Street, and between Little Hoskins Street and Gloucester Street
- Parkes Street - between Crowley Street and Aurora Street
- Pitt Street - between Coolamon Street and Ashton Street (Ariah Park)
- Polaris Street - between Rail Crossing and Gloucester Street
- Victoria Street - between Vesper Street and Camp Street; between Rail Crossing and Baker Street; and between Little Hoskins Street and Gallipoli Street

It is unlikely that a large amount of opportunity for verge widening will occur in the coming years and when opportunity does come, it will likely be a segment-by-segment proposition as opposed to an entire length of street. Due to this fact, there may be streets where it is not desired or practical for Council to remove and replace trees behind the kerb or remove and replace the kerb in front of the trees. Where opportunities present, verge widening should be given a high priority but treated on a case-by-case basis.

Past verge widening opportunities include:

- 2012 Coolamon Street Ariah Park – Trees removed and replaced on the pavement
- 2014 Baker Street (Loftus to Victoria St) – Trees removed and replaced on the pavement
- 2019 Aurora Street (Loftus St to Victoria St) – Trees removed and replaced on the verge

Known future opportunities include:

- Hoskins Street (Britannia to Victoria St & Parkes to Polaris St)
- De Boos Street (Parkes to Loftus St)
- Loftus Street Seg 6 (Little Baker to Hoskins St) & Seg 9 Aurora to Bowling Club Ln (north side)
- Victoria Street Seg 5 (Little Camp St to Crowley Street)

### **Integrated Planning and Reporting**

CSP Theme: 4. Enjoying our beautiful environment

Delivery Program Strategy: 4.2. A community that enjoys appropriate urban infrastructure

### **Council Policy/Legislation**

EW8 – Urban Tree Management Plan

### **Options**

#### Option 1

The following policy position be added to the EW13 – Road Verge and Nature Strip Policy.

Street trees are to be removed from the road pavement and replaced on the road verge in all road reconstruction works, unless directed otherwise by Council relating to a specific project.

This can be achieved through either the removal and replacement of the subject trees behind the existing kerb, or by narrowing the road pavement through moving of the kerb alignment in front of the existing trees.

*Please note: EW13 – Road Verge and Nature Strip Policy is currently under significant revision and will be presented to Council for consideration with the above inclusion in the coming months.*

### Option 2

Council note the report.

### **Budget Implications**

N/A

### **Risk Implications**

- Taking no action may lead to lower levels of service due to ongoing operational challenges and deteriorating assets.
- Possible community dissatisfaction due to the change to verges/kerb alignments or removal and replacement of trees.

### **COMMITTEE RESOLUTION 26/2025**

Moved: Cr Rick Firman

Seconded: Cr Paul Mahon

That the Committee recommend that Council

1. Include the following policy position within the EW13 – Road Verge and Nature Strip Policy:

*Street trees are to be removed from the road pavement and replaced on the road verge in all road reconstruction works, unless directed otherwise by Council relating to a specific project.*

*This can be achieved through either the removal and replacement of the subject trees behind the existing kerb, or by narrowing the road pavement through moving of the kerb alignment in front of the existing trees.*

2. The revised EW13 – Road Verge and Nature Strip Policy be reported to Council for consideration at a future meeting.

**CARRIED**

***Report by Rob Fisher/Amanda Colwill***

#### 4.3 FINAL SPORTS FACILITY FEES AND CHARGES

**File Number:** REP25/420

**Author:** Engineering Asset Manager

**Authoriser:** Engineering Asset Manager

**Attachments:**

1. February 2025 Sports Facility User Charges
2. Draft Appendix A -2025/26 Adopted Sports Facility Fees to Policy C19 - Right of Use Agreement for Sporting Facilities

#### REPORT

Council officers presented a report to Council in February 2025 regarding proposed user charges for Council owned and operated Sports Facilities (attachment 1). Council adopted the following February 2025 resolution:

***Committee Resolution 2/2025***

*Moved: Cr Belinda Bushell*

*Seconded: Cr Rick Firman*

*That the Committee resolved to recommend to Council to:*

1. *Refer the report to the Temora and District Sports Council for feedback, and*
2. *Receive a further report following the feedback from the Temora and District Sports Council.*

***Carried***

Following Council endorsement of the resolution, Council officers forwarded the proposal to the Temora and District Sports Council for consideration and attended a Temora and District Sports Council committee meeting to discuss the proposed changes with users. The meeting was well attended by local sports club administrators; however, Council officers cannot confirm whether all sports clubs were represented on the night.

The proposal was received with acceptance, however, there was some robust discussion regarding individual circumstances and Council subsequently held meeting with three individual sporting clubs to both clarify Council's proposal and understand challenges of the individual clubs.

Resulting from the Temora and District Sports Council meeting and individual meetings, minor amendments have been proposed to be included. The amendments relate to:

- It is proposed that one membership be applied to a junior participant who competes in both a junior competition and senior competition in the same sport.
- It is proposed that a maximum half day <4h access charge be applied to cricket, having a relatively small number of participants occupying several facilities on a competition day.
- It is proposed that the facility fee be removed for exclusive facility use by junior participants. This also relates to reducing the cost for cricket and junior participation, particularly at Nixon Park where the facility fee is higher than local grounds and there are some unique standalone competitions (AFL Youth Girls, Auskick, Cricket, Athletics).
- It is proposed that a new commercial use fee be included .

The proposed framework regarding sports facility fees will be attached as an appendix to *Policy C19 – Right of Use Agreement for Sporting Facilities (attachment 2)*. It is proposed that, once adopted the framework will be reviewed after 12 months of implementation. An overview is provided below.

**Draft Appendix A - 2025/26 Adopted Sports Facility Fees to Policy C19 – Right of Use Agreement for Sporting Facilities**

For structured senior competition sport, a two-part fee has been adopted, whereby an access fee is levied in combination with a per registered user fee. For junior competition sport, a one-part registered user fee has been adopted, and for casual use a one-part casual access fee has been adopted.

The two-part fee for senior competition allows Council to levy an access fee based on the facility quality/embellishment, combined with a membership fee to accommodate the scale of use.

Please note that the scope of the proposed fee structure is confined to sporting facilities that Council operate and maintain and excludes leased facilities (Tennis Clubs and Temora Town Netball).

**2025/26 Sports Facility Fees**

Competition Use – Two-Part Fee (Access + Usage)	
Facility Access Fee –	General Comments
<ul style="list-style-type: none"> <li>Regional - Nixon Park               <ul style="list-style-type: none"> <li>\$130 per competition day less than or equal to 4 hours</li> <li>\$260 per competition day greater than 4 hours</li> </ul> </li> </ul>	Part hire approx. 50% of full. 4 hours use is to include any pre-game preparation / establishment and post-game gatherings / functions
<ul style="list-style-type: none"> <li>Local – All others               <ul style="list-style-type: none"> <li>\$70 per competition day less than or equal to 4 hours</li> <li>\$140 per competition day greater than 4 hours</li> </ul> </li> </ul>	Part hire approx. 50% of full. 4 hours use is to include any pre-game preparation / establishment and post-game gatherings / functions
<ul style="list-style-type: none"> <li>Temora / Arianah Park Pool               <ul style="list-style-type: none"> <li>General pool access fee / membership fee</li> </ul> </li> </ul>	Temora Pool fees provide contributions towards staff wages and maintenance. Council allocates budget amount for Arianah Park Pool staff wages and pool maintenance costs. Pool Committee assists with grounds maintenance.
<ul style="list-style-type: none"> <li>Temora Recreation Centre (stadium and function room)               <ul style="list-style-type: none"> <li>Hourly rate for junior and senior sport in stadium</li> <li>Access fee for fitness classes</li> </ul> </li> </ul>	Booking system is working well. Propose no changes.
Facility Access Notes:	

<ul style="list-style-type: none"> <li>• <i>Junior competition use attracts a 100% access fee discount (registered user fee only).</i></li> <li>• <i>Where competition use is combined junior and senior participation, senior access fees apply.</i></li> <li>• <i>Cricket shall be levied a maximum half day &lt;4h facility fee recognising few participants occupy the facility during a competition day.</i></li> <li>• <i>Netball only (no field) shall be levied a maximum half day &lt;4h facility fee recognising a netball facility is part of a larger facility.</i></li> </ul>	
Facility Usage Fee (competition only)	General Comments
<ul style="list-style-type: none"> <li>• Annual fee per participant               <ul style="list-style-type: none"> <li>○ \$25 per senior registration</li> <li>○ \$10 per junior registration (≤ 18yrs)</li> </ul> </li> </ul>	Club registration at registration cut off is to be furnished to Council in accordance with the Sporting Field Yearly RoU Policy.
<b>Facility Usage Fee Notes:</b> <ul style="list-style-type: none"> <li>• <i>No dispensation is applied for participation duration. E.g. A player is registered but only played 3 games.</i></li> <li>• <i>Clubs found to be providing false registration data will face disciplinary action in accordance with the Right of Use Policy.</i></li> <li>• <i>Dispensation is to be provided for Junior players playing in both a junior and senior competition. One primary membership fee shall be applicable.</i></li> <li>• <i>A senior member is defined as a member that is turning 19 or older during the calendar year.</i></li> <li>• <i>A junior member is defined as a member between the age of 4 and 18 (not turning 19 during the calendar year).</i></li> </ul>	
Casual Use – One Part Fee (Access)	
Casual Access Fee	General Comments
<ul style="list-style-type: none"> <li>• Regional - Nixon Park / Temora Rec Centre               <ul style="list-style-type: none"> <li>○ \$130 / half day (4h)</li> <li>○ \$260 / day (&gt;4h)</li> </ul> </li> <li>• Local – All others               <ul style="list-style-type: none"> <li>○ \$70 / half day (4h)</li> <li>○ \$140 / day (&gt;4h)</li> </ul> </li> </ul>	Casual fee mirrors access fee. No usage fee is applied. Competition booking take precedent over Casual booking. Competition access generally has a significant training component which can be attributed to the facility usage fee.
<b>Casual Access Fee Notes:</b> <ul style="list-style-type: none"> <li>• <i>Netball only (no field) shall be levied a maximum half day &lt;4h facility fee recognising a netball facility is part of a larger facility.</i></li> <li>• <i>Cricket shall be levied a maximum half day &lt;4h facility fee recognising few participants occupy the facility during a match.</i></li> <li>• <i>Junior / School casual use attracts a 50% discount.</i></li> <li>• <i>Where casual use is a mix of junior and senior participation, senior facility fees apply.</i></li> <li>• <i>Casual use may be non-exclusive subject to the direction of Council.</i></li> <li>• <i>Casual users must cooperate with Council and local sporting clubs through Council.</i></li> <li>• <i>Commercial activities and commercial use must be approved by the General Manager annually, and casual use conditions apply. See note 7.</i></li> </ul>	



<b>Lighting Fees</b> <i>Note: Clubs pay their own electricity. The current lighting fee has been levied based on recovering some of the capital, operation and maintenance costs associated with sports field lighting.</i>	
<ul style="list-style-type: none"> <li>Regional               <ul style="list-style-type: none"> <li>Training \$17/h</li> <li>Playing \$29/h</li> </ul> </li> </ul>	Nixon Park has two bays of lights in each pole. One bay is generally used for a training environment, and two bays are used for night competition.
<ul style="list-style-type: none"> <li>Local               <ul style="list-style-type: none"> <li>Training / Playing \$10/h</li> </ul> </li> </ul>	Local fields have one bay of lights only.
<b>Lighting Notes:</b> <ul style="list-style-type: none"> <li>Lighting fees apply to sports fields only</li> </ul>	
<b>Commercial Use NEW</b> <i>Note: Requests for use for commercial purposes requires the approval of the General Manager, on an annual basis. Lighting charges would apply to commercial operations as they do for other users.</i>	
Regional - \$32.50/hr	
Local - \$17.50/hour	

**Notes:**

1. Consideration was given as to whether facility fees are per field or per facility. Adopt that the facility fee includes the entire facility where required by a user group, subject to approval from Council.
2. Consideration was given as to whether netball facilities are included or separate facility. Adopted that netball facilities are included as part of the wider facility, with the membership fee covering some of the facility cost. Where a netball only scenario exists, whether casual or competition, it is adopted that netball be treated the same as cricket where a maximum 4-hour access fee is applied.
3. Shortform social competitions or intra town are proposed to be treated as follows:
  - Night Soccer - Standalone summer social competition. Juniors and Seniors. Adopt a Senior Casual Access Fee <4h.
  - AFL 9s – Standalone summer social competition. Juniors and Seniors. Adopt a Senior Casual Access Fee <4h.
  - Touch Football – Standalone summer social competition. Juniors and Seniors. Adopt a Senior Casual Access Fee <4h.
  - Temora Junior Rugby League Heritage Competition – Preseason training competition. This is Thursday afternoons in lieu of training and runs before and into the regular season. Junior only. Adopt that participation covered by competition registered user fee.
  - Auskick – Intra town Juniors only stand alone and with competition. Adopt participation covered by competition registered user fee.

- Temora Basketball – Hourly rate booking system for Temora Recreation Centre in place. Propose no changes.
- 4. Temora Athletics – predominantly Junior participants with potential for a limited number of senior participants. Adopt weekly intra town competition is viewed similar to training and covered by the competition registered user fee and that intertown carnivals are treated as a competition day with a competition access fee applying.
- 5. Adopt that the Temora and Arianah Park Tennis Clubs remain under a lease arrangement with the Tennis Clubs responsible for full facility operation and maintenance of their respective facilities.
- 6. Adopt that Council considers the Temora Town Netball arrangement in a future review. Consideration of Council undertaking operation and maintenance of the facility with a junior membership fee applied commensurate with other junior sporting clubs.
- 7. Adopt a new fee for commercial use. Include that commercial use of the Council sports facilities requires approval of the General Manager (annually) with new additional fees to be included in the Schedule of Fees and Charges, to be set at \$32.50/hour for a Regional Ground (Nixon Park) and \$17.50/hour for local grounds. Lighting charges would apply to commercial operations as they do for other users.
- 8. Fees adopted are 2025/26 base fees. Fees will be reviewed and adjusted each budget cycle at the discretion of Council.

### Public Notice of Fees

*The NSW Local Government Act 1993, Section 610F Public notice of fees requires the following:*

- (1) A council must not determine the amount of a fee until it has given public notice of the fee in accordance with this section and has considered any submissions duly made to it during the period of public notice.*
- (2) Public notice of the amount of a proposed fee must be given (in accordance with the regulations) in the draft operational plan for the year in which the fee is to be made.*
- (3) However, if, after the date on which the operational plan commences—*
  - (a) a new service is provided, or the nature or extent of an existing service is changed, or*
  - (b) the regulations in accordance with which the fee is determined are amended, the council must give public notice (in accordance with section 705) for at least 28 days of the fee proposed for the new or changed service or the fee determined in accordance with the amended regulations.*

In this instance as new fees are proposed in relation to commercial usage and there is additional information provided about how the proposed fees will be applied which was not publicly exhibited in the Draft Schedule of Fees and Charges 2025/26, Appendix A is required go out on public exhibition for 28 days for community comment.

### Integrated Planning and Reporting

Community Strategic Plan Theme 1: Enhancing our quality of life

Strategy 1.4: A community that offers opportunities for sport and recreation

### **Council Policy/Legislation**

NSW Local Government Act, 1993

Policy C19 – Right of Use Agreement for Sporting Facilities

### **Options**

Council has the option to endorse for public exhibition the additional fees as outlined in *Appendix A to Policy C19 – Right of Use Agreement for Sporting Facilities*, or it can choose to make no changes to current fees as publicly exhibited in the draft Schedule of Fees and Charges 2025/26.

It is the recommendation of staff that Appendix A be endorsed for public exhibition to assist with the management and the cost to operate and maintain sporting facilities.

### **Budget Implications**

The proposal has the potential to provide an estimated additional \$20,000 annually above current contribution levels from all sports facilities users, which is a modest increase based upon the current contributions of levels of \$13,500 when considered against the recent sports facilities operational and maintenance costs of approximately \$420,000 (ex-depreciation) annually.

### **Risk Implications**

There is a financial risk to Council of increasing operation and maintenance costs that are not offset with reasonable contributions from the users of the facilities.

Kris Dunstan, Director of Environmental Services declared a non-pecuniary interest in relation to item REP25/420, due to being the Treasurer of Temora Rugby Club.

Kris Dunstan, Director of Environmental Services left the meeting at 2:18pm and took no further part in the discussion.

## **COMMITTEE RESOLUTION 27/2025**

Moved: Cr Rick Firman

Seconded: Cr Paul Mahon

That the Committee resolved to recommend to Council to:

1. Adopt the fees and charges as included within the report and that are consistent with those exhibited in the Draft Schedule of Fees and Charges 2025/2026
2. Endorse the *Draft Appendix A 2025/26 Sports Facility Fees to Policy C19 – Right of Use Agreement for Sporting Facilities* with the inclusion of a definition of “commercial purposes” and place it on public exhibition for a minimum period of 28 days for community comment
3. Following the period of exhibition should there be relevant submissions a further report be prepared for the Council

4. Should there be no relevant submissions to Council *Appendix A 2025/26 Sports Facility Fees to Policy C19 – Right of Use Agreement for Sporting Facilities* be adopted and the Schedule of Fees and Charges 2025/26 be updated accordingly

**CARRIED**

***Report by Amanda Colwill/Rob Fisher***

Kris Dunstan, Director of Environmental Services returned to the meeting at 2:26pm.

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**4.2 SPORTING FACILITIES USER CHARGES**

**File Number:** REP25/12  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

Council for several years have intended to review fees associated with access to Council sports facilities. Currently Council recovers less than 5% of costs associated with the operation and maintenance of Council operated sports fields.

Following completion of the Recreation and Open Space Strategy as well as communication between Council, the Temora and District Sports Council and Sports Clubs regarding the coming review of fees, the following report is provided for Councils consideration.

This report focuses on the facilities operated and maintained by Council and excludes facilities that are leased and maintained by third parties.

**Background**

At the 12 March 2024 Assets and Operations Committee Meeting, Committee members considered a report in relation to Recreation and Open Space in Temora Shire.

At this meeting the report considered, among other actions, the action of:

*Sport and Recreation Fees and Charges Review - towards equitable and recoup up to 20% of annual maintenance costs.*

At the time, Council officers estimated that this action would take 12 months to deliver. The inclusion of this action was endorsed by Council at the March 2024 Council Meeting. This report aligns with this project timeframe and is in direct response to the resolution of Council.

The March 2024 report followed on from a previous report to the Committee in April 2023, which reported on a Councillors and Staff workshop, held on 27 February 2023, to consider the Temora Shire Recreation and Open Space Strategy. The workshop recommendations were formalised by the below recommendation:

***Committee Resolution 25/2023***

*Moved: Cr Rick Firman*

*Seconded: Cr Claire McLaren*

*That the Committee resolved to recommend to Council to:*

- 1. Receive a future report on the actions to be delivered in response to the Recreation and Open Space Strategy,*
- 2. Write to local sporting clubs and the Temora and District Sports Council to commence discussions about options to reduce costs and changes to fees required to use sporting fields,*
- 3. Commence discussions with recycled water users regarding standardising fees and arrangements for the supply of recycled water for irrigation and*
- 4. Receive future reports on the outcomes of the preliminary discussions.*

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This report also responds to the April 2023 resolution and builds upon previous discussions with sporting clubs, held as part of the preparation of the Recreation and Open Space Strategy. In general, local sporting clubs supported the concept of increasing their level of contribution towards the maintenance of sporting facilities in Temora Shire, used by their club, to enable Council to continue to provide high quality sporting facilities. This approach also aligns directly with the high value that the community places on sporting facilities in Temora Shire, evident in the Community Strategic Plan consultation.

Current issues regarding sport and recreation fees for Council consideration.

Table 1 provides a summary of the current consideration and the recommended response.

Considerations	Comment / Recommendation
Currently no charge for Junior Sport using sports fields, however juniors are charged to access the Temora Recreation Centre (stadium)	Council should be considering recovering some cost from users of sports fields including junior participants.
No charge for Nixon Park / Ariaiah Park netball facilities.	Council should consider recovering some operation, maintenance, and future renewal cost.
No charge for School sport using sports fields, however school students pay for access to the pools	Council should be considering recovering some cost from users including School participants.
Lighting maintenance fee only applied to Nixon Park users. Other lighting works have recently been undertaken Ariaiah Park Rec, Bob Aldridge, Soccer Ground & Temora Tennis.	This is slightly complex with Nixon Park Lighting being a higher standard (200 Lux on large poles) than other grounds.  Other grounds where lighting has been upgraded should be considered for some charge commensurate with the standard i.e. less than Nixon Park.
Different fee based on whether an entry fee is charged.	This does not affect ground wear. Staff propose a site-specific access fee plus membership-based fee is a more appropriate way to deal with facility standard and capacity to pay.
B Grade Cricket pay less than remaining sports.	It is believed this is due to some junior participants playing in the B grade competition. This issue can be accommodated in a membership-based system.
Payment system doesn't factor whether one game is played or ten games are played.	Membership fee covers structured competition use; however, casual use proposes full day and half day fee.
Council covers the cost of potable water. The only significant potable water users are Nixon Park (cricket	This is noted for Council's information and consideration. Cricket pitch preparation may need

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pitches) and Arian Park Rec Ground (irrigation)	considering.
There is no charge for commercial access to Council facilities (private coaching, health classes, etc).	This is noted for Council's information and consideration.

**Table 1: Current consideration in relation to sporting facility user charges and proposed response**

Proposed Pricing Methodology

Following review of Council pricing methodologies, Council staff propose that Council consider implementing a two-part user fee for competition sport, whereby an access charge is levied and combined with a per registered user charge, and a one-part casual use charge be applied for ad hoc use.

The two-part tariff charge allows Council to charge an access fee based on the facility quality/embellishment, and a membership fee to accommodate the scale of use.

For casual use it is very difficult to accurately capture users, so a one-part access charge is recommended.

Please note that the scope of the proposed pricing is confined to sporting facilities that Council operate and maintain and excludes leased facilities (Tennis Club and Temora Town Netball).

Proposed Pricing Details

Table 2 provides the proposed pricing based upon a facility access charge and a facility usage charge.

<b>Competition Use - Two Part Tarriff (Access + Usage)</b>	
<b>Facility Access Charge –</b> <i>Note: Propose a different fee based on facility quality. E.g. Regional = X and Local = X</i>	<b>General Comments</b>
<ul style="list-style-type: none"> <li>Regional - Nixon Park <ul style="list-style-type: none"> <li>\$130 per competition day less than or equal to 4 hours</li> <li>\$260 per competition day greater than 4 hours</li> </ul> </li> </ul>	Part hire approx. 50% of full.  4 hours use is to include any pre-game preparation / establishment and post-game gatherings / functions (not just game time).
<ul style="list-style-type: none"> <li>Local – All others <ul style="list-style-type: none"> <li>\$70 per competition day less than or equal to 4 hours</li> <li>\$140 per competition day greater than 4 hours</li> </ul> </li> </ul>	Part hire approx. 50% of full.  4 hours use is to include any pre-game preparation / establishment and post-game gatherings / functions (not just game time).
<ul style="list-style-type: none"> <li>Temora / Arian Park Pool <ul style="list-style-type: none"> <li>General pool access charge / membership fee</li> </ul> </li> </ul>	Temora Pool fees provide contributions towards staff wages and maintenance.  Council allocates budget amount for Arian Park Pool staff wages and pool

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	maintenance costs. Pool Committee assists with grounds maintenance.
<ul style="list-style-type: none"> <li>• Temora Recreation Centre (stadium and function room)</li> <li>○ Hourly rate for junior and senior sport in stadium</li> <li>○ Access fee for fitness classes</li> </ul>	Booking system is working well. Propose no changes.
<b>Facility Access Notes:</b> <ul style="list-style-type: none"> <li>• <i>Junior competition use attracts a 50% access charge discount.</i></li> <li>• <i>Where competition use is combined junior and senior participation, senior access charges apply.</i></li> </ul>	
<b>Facility Usage Charge (competition only)</b>	<b>General Comments</b>
<ul style="list-style-type: none"> <li>• Annual fee per participant <ul style="list-style-type: none"> <li>○ \$25 per senior registration</li> <li>○ \$10 per junior registration (≤ 18yrs)</li> </ul> </li> </ul>	Estimate Seniors: 450 Estimated Juniors: 750 Need to understand Club registration records to ensure equity and transparency.
<b>Facility Usage Notes:</b> <ul style="list-style-type: none"> <li>• <i>No dispensation is applied for participation duration. E.g. A player is registered but only played 3 games.</i></li> <li>• <i>A senior member is defined as a member that is turning 19 or older during the calendar year.</i></li> <li>• <i>A junior member is defined as a member between the age of 4 and 18 (not turning 19 during the calendar year).</i></li> </ul>	
<b>Casual Use – One Part Tariff (Access)</b>	
<b>Casual Access Charge</b>	<b>General Comments</b>
<ul style="list-style-type: none"> <li>• Regional - Nixon Park / Temora Rec Centre <ul style="list-style-type: none"> <li>○ \$130 / half day (4h)</li> <li>○ \$260 / day (&gt;4h)</li> </ul> </li> <li>• Local – All others <ul style="list-style-type: none"> <li>○ \$70 / half day (4h)</li> <li>○ \$140 / day (&gt;4h)</li> </ul> </li> </ul>	Casual fee mirrors access charge. No usage fee is applied, however, competition booking take precedent over Casual booking which commands a premium. Additionally, with competition access there is generally a significant training component which can be attributed to the facility usage fee.
<b>Casual Access Notes:</b> <ul style="list-style-type: none"> <li>• <i>Netball only (no field) attracts a 50% discount.</i></li> <li>• <i>Junior / School casual use attracts a 50% discount (on top of netball only discount where applicable)</i></li> </ul>	



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<ul style="list-style-type: none"> <li>Where casual use is a mix of junior and senior participation, senior charges apply.</li> </ul>	
<b>Lighting Charges</b> <i>Note: Clubs pay their own electricity. The current lighting charge has been levied based on recovering some of the capital, operation and maintenance costs associated with sports field lighting. Historically this has only been levied at Nixon Park where a higher standard of lighting exists.</i>	
<ul style="list-style-type: none"> <li>Regional               <ul style="list-style-type: none"> <li>Training \$17/h</li> <li>Playing \$29/h</li> </ul> </li> </ul>	Nixon Park has two bays of lights in each pole. One bay is generally used for a training environment, and two bays are used for night competition.
<ul style="list-style-type: none"> <li>Local               <ul style="list-style-type: none"> <li>Training / Playing \$10.00/h</li> </ul> </li> </ul>	Local fields have one bay of lights only.
<b>Lighting Notes:</b> <ul style="list-style-type: none"> <li>Lighting charges apply to sports fields only.</li> </ul>	

**Table 2: Proposed pricing based upon a facility access charge, a facility usage charge, casual usage and lighting charge**

Further Discussion / Items to consider in more detail:

- Consider whether charges are per field or per facility. Facilities with 2 fields operating or potential for two fields operating include Nixon Park, Bob Aldridge and the Temora West Sports Ground. At this stage it is proposed a Per Facility Access Charge is implemented, with the scale of the Facility Usage Charge compensating for the additional facility access, however, this can be changed now, or further considered in future revisions.

Currently where two fields are used includes:

- Junior Rugby League at Bob Aldridge,
- Touch Football at Bob Aldridge,
- Junior Rugby Union at Bob Aldridge,
- Junior Soccer at Temora West Sports Ground,
- Senior Cricket at Nixon Park,
- TAFNC & TJAFNC at Nixon Park (Gala Days)
- TRLFC & TJRLFC at Nixon Park (Gala Days)

- Consider whether netball facilities are included or separate from a facility point of view. Netball courts are essentially separate infrastructure to a Sports Field requiring its own maintenance and capital renewal. This could be considered much the same as lighting, however, also could be viewed similar to Point 1 above.

Currently where netball courts are attached to a facility includes:

- Senior & Junior Netball at Nixon Park
- Senior and Junior Netball at Arianah Park Rec
- Junior Netball at the Oval (*Note: currently a leased facility*)

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3. Shortform social competitions or intra town are more complex and there needs to be a consideration as to how they are treated.
- Night Soccer - Standalone summer social competition. Juniors and Seniors. Recommend Senior Casual Access Charge <4h.
  - AFL 9s – Standalone summer social competition. Juniors and Seniors. Recommend Senior Casual Access Charge <4h.
  - Touch Football – Standalone summer social competition. Juniors and Seniors. Recommend Senior Casual Access <4h.
  - Temora Junior Rugby League – Preseason winter training competition. This is Thursday afternoons in lieu of training and runs before and into the regular season. Junior only. Recommend Junior Casual Access < 4h.
  - Auskick – Intra town Juniors only. Recommend Junior Casual Access < 4h.
  - Temora Athletics - Intra town Juniors only. Recommend Junior Casual Access < 4h.
  - Temora Town Netball - Intra town Juniors only. Recommend Junior Casual Access < 4h. Currently these is a lease arrangement of \$395/year.
  - Temora Basketball – Hourly rate booking system for Temora Recreation Centre in place. Propose no changes.
4. It is proposed that the Temora Tennis remain under a lease arrangement with the Tennis Clubs responsible for facility operation and maintenance.
- Lighting is a consideration, however, if Council is not directly involved in operation and maintenance it is recommended no lighting charge be levied.
5. It is proposed that no changes occur to the arrangement with Aria Park Tennis Club, with participants covering the cost of lighting. Toilet facilities used at the Aria Park Recreation Ground public toilets. No maintenance by Council is required.

Table 3 provides recent Sports Field Operation and Maintenance costs, as well as depreciation and costs for irrigation using Council's recycled effluent system.

Sports Field Operation and Maintenance Costs (Ex Income)						
Sports Field	18/19	19/20	20/21	21/22	22/23	10 Yr Av
Nixon Park	117,553	101,553	120,935	137,222	143,169	114,563
Recreation Ground	58,004	48,361	48,982	53,467	45,435	50,466
Bob Aldridge	55,042	51,817	49,517	61,607	60,455	52,808
Father Hannan	5,278	7,144	14,338	11,207	13,931	9,223
Temora West Sports Ground	33,012	19,135	22,272	32,607	29,781	27,257
The Oval	20,806	20,509	16,132	29,527	30,857	22,033
Aria Park Recreation Ground	43,858	39,387	79,370	49,609	43,540	42,203
Tennis Courts	1,083	1,590	2,161	1,246	8,380	2,641

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Org Support	36,448	40,544	43,405	41,671	47,412	37,711
<b>Total Ex Depreciation</b>	<b>371,084</b>	<b>330,040</b>	<b>397,111</b>	<b>418,163</b>	<b>422,960</b>	<b>358,906</b>
Sports Facilities Depreciation	207,266	238,492	323,214	312,440	317,795	180,421
<b>Total Inc Depreciation</b>	<b>578,350</b>	<b>568,532</b>	<b>720,325</b>	<b>730,603</b>	<b>740,755</b>	<b>539,326</b>
Sports Effluent costs	<b>72,009</b>	<b>79,253</b>	<b>99,150</b>	<b>76,015</b>	<b>119,275</b>	<b>75,408</b>
<b>Outdoor Sports Facilities Grand Total</b>	<b>650,359</b>	<b>647,785</b>	<b>819,475</b>	<b>806,617</b>	<b>860,030</b>	<b>614,735</b>
Effluent Scheme Maintenance (note included in WO but charged to sewer)	76,519	73,628	121,228	58,384	49,684	74,462

**Table 3: Sports Field Operation and Maintenance costs (18/19 – 22/23 financial years)**

Table 4 provides details of the income received from clubs towards the cost to provide these sports field facilities.

<b>Sports Field Income</b>					
<b>Sports Field</b>	<b>18/19</b>	<b>19/20</b>	<b>20/21</b>	<b>21/22</b>	<b>22/23</b>
Nixon Park	7,386.38	4,154.56	4,854.54	7,344.54	8,086.36
Recreation Ground	900.00	731.82	1,045.45	731.82	909.09
Bob Aldridge	1,600.00	1,045.45	0.00	1,150.00	1,136.36
Father Hannan	0.00	0.00	0.00	0.00	0.00
Temora West Sports Ground	1,659.09	481.82	2,090.91	1,213.64	1,263.63
The Oval	600.01	563.64	572.73	445.45	336.36
Ariah Park Recreation Ground	1,218.18	1,227.27	940.91	850.00	1,231.82
Tennis Courts	509.09	518.18	527.27	531.82	559.09
<b>Total</b>	<b>13,872.75</b>	<b>8,722.74</b>	<b>10,031.81</b>	<b>12,267.27</b>	<b>13,522.71</b>

**Table 4: Sports field income**

Table 5 provides detail of the Pools and Recreation Centre Operation and Maintenance Costs

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Pools and Rec Centre Operation and Maintenance Costs						
Pools & Rec	18/19	19/20	20/21	21/22	22/23	10 Yr Av
Temora Rec Centre	212,292	191,105	217,431	207,911	253,598	175,246
Temora Pool	249,297	250,186	307,257	310,758	452,298	270,917
Heated Pool	61,168	63,195	76,788	66,479	91,271	55,123
Ariah Park Pool	54,406	78,380	81,417	84,023	92,700	54,689
<b>Total</b>	<b>364,872</b>	<b>391,761</b>	<b>465,461</b>	<b>461,259</b>	<b>636,269</b>	<b>380,729</b>

Table 5: Pools and Recreation Centre Operation and Maintenance Costs

Table 6 provides detail of the income received from users of the Pools and Recreation Centre

Pools and Rec Centre Income						
Pools & Rec	18/19	19/20	20/21	21/22	22/23	10yr Av
Temora Rec Centre	18,159	7,769	11,838	10,108	13,014	14,608
Temora Pool	81,233	122,860	107,209	93,242	99,816	93,707
Heated Pool	85,832	63,972	78,149	67,381	67,347	71,960
Ariah Park Pool						
<b>Total</b>	<b>185,224</b>	<b>194,601</b>	<b>197,196</b>	<b>170,731</b>	<b>180,176</b>	<b>180,275</b>

Table 5: Income received from users of pools and Recreation Centre

**Estimated Sports Field Income Scenario Modelling**

Table 6 provides an estimate of the income that could be received by Council under the proposed funding model.

The information below is based on information provided in the Recreation and Open Space Strategy consultation and / or information gathered from Clubs. While it is anticipated this information is reasonable, it is likely there may be some discrepancy between this information and actual 2024 participant information.

Current	Proposed
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<b>TRLFC – Seniors (2024)</b>	
8 games @ \$265 = \$2,120 Lighting = 4h/week @ 17/h x 20 weeks = \$1,360 Total = \$3,480	8 Games @ \$260 = \$2,080 65 seniors @ \$25 = \$1,625 30 juniors @ \$10 = \$300 Lighting = \$1,360 Total = \$5,365
<b>TAFNC – Seniors (2024)</b>	
8 games @ \$265 = \$2,120 Lighting = 4h/week @ 17/h x 20 weeks = \$1,360 Total = \$3,480	8 Games @ \$260 = \$2,080 65 seniors @ \$25 = \$1,625 30 juniors @ \$10 = \$300 Lighting = \$1,360 Total = \$5,365
<b>TJRLFC – Juniors (2024)</b>	
7 games @ \$0 = \$0 Lighting = \$0	7 games @ \$70 = \$490 280 juniors @ \$10 = \$2,800 Lighting = 2h/week @ 10/h x 15 weeks = \$300 Total = \$3,590
<b>TJAFNC – Juniors (2024)</b>	
7 games @ \$0 = \$0 Lighting \$0	4 games @ \$130.00 = \$520 ( <i>only charge when on a different day to seniors</i> ) 140 juniors @ \$10 = \$1,400 Lighting = \$0 ( <i>train outside dark hours or with seniors</i> ) Total = \$1,920
<b>TRUC– Seniors (2024)</b>	
7 Games @ \$130 = \$910 Lighting = \$0 <i>Note: Lights very poor and yet to be upgraded</i>	7 games @ \$140 = \$980 40 seniors @ \$25 = \$1000 5 Juniors @ \$10 = \$50 Lighting = \$0 Total = \$2,030
<b>TJRUC– Juniors (2024)</b>	
7 Games @ \$0 = \$0 Lighting = \$0	4 games @ \$70 = \$280 120 junior @ \$10 = \$1,200 Lighting = \$0 ( <i>train outside dark hours or</i>

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	<i>with seniors</i> Total = \$1,480
<b>Northern Jets Seniors (2024)</b>	
5 games @ \$265 = \$1325 Lighting = \$0	5 Games @ \$140 = \$700 65 seniors @ \$25 = \$1625 30 juniors @ \$10 = \$300 Lighting = 4h/week @ 10/h x 20 weeks = \$800 Total = \$3,425
<b>Northern Jets Juniors (2024)</b>	
5 games @ \$0 = \$0 Lighting = \$0	2 games @ \$70 = \$140 140 junior @ \$10 = \$1,400 Lighting = \$0 ( <i>train outside dark hours or with seniors</i> ) Total \$1,540
<b>Temora Redbacks Seniors (2024)</b>	
8 games @ \$130 = \$1040 Lighting = \$0	8 games @ \$140 = \$1,120 40 Seniors @ \$25 = \$1,000 5 Juniors @ \$10 = \$50 Lighting = 2h/week @ 10 x 18 weeks = \$360 Total = \$2,530
<b>Temora Redbacks Juniors (2024)</b>	
7 games @ \$0 = \$0 Lighting = \$0	7 games @ \$70 = \$490 80 junior @ \$10 = \$800 Lighting = \$0 Total \$1,290
<b>Temora Cricket Seniors (2024)</b>	
	6 games @ \$260 = \$1,560 12 games @ \$140 = \$1,680 80 Seniors @ \$25 = \$2,000 20 Juniors @ \$10 = \$200 Total \$5,440
<b>Temora Cricket Juniors (2024)</b>	
	6 games @ \$130 = \$780 12 games @ \$70 = \$840

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	80 Juniors @ \$10 = \$800 Total \$2,420
<b>Ariah Park Cricket Senior (2024)</b>	
	6 games @ \$130 = \$780 15 Seniors @ \$25 = \$375 5 Juniors @ \$10 = \$50 Total \$1,205
<b>Temora Swimming Club (2024)</b>	
2 club carnivals @\$370 per carnival = \$740	Proposed to remain the same
<b>Temora Basketball Club (2024)</b>	
Court Hire fee Stadium Court hire, Junior basketball gala day: 2 courts@\$415 per court per day = \$830 Infants 14 hrs @ \$35 = \$490 Intermediate 115 hrs @\$35 = \$4025 High School 6 hrs @\$35 = \$210 Seniors 32 hrs @ \$45 = \$1440 Total \$6,995	Proposed to remain the same

**Table 6: Estimated income based upon funding modelling**Discussion

The proposed increase in funding charges to users of Council's sporting facilities has been discussed over several years, including extensive discussions with sporting clubs, the Temora and District Sports Council and the previous Council.

Council has a community service obligation to provide facilities for recreation to the local community, and these facilities are highly valued by the community. However, the long-term sustainability of providing high quality facilities with relatively minimal cost to users requires review and some adjustment by Council.

Previous discussions have been held with local sporting clubs, with the majority indicating their willingness and capacity to increase their financial contribution towards the operation and maintenance of the high-quality facilities enjoyed by participants.

Council may wish to consider a staged implementation over two years. E.g. 50% of the increase in year 1. 100% in year 2 on top of CPI increase, in order to assist clubs with managing the additional charges required by Council.

Further discussions with the Temora and District Sports Council are required to provide additional awareness and input to the transition to additional contributions from users of Council's sporting facilities, prior to commencing formal community consultation, including sporting clubs, schools and the community, in relation to the proposed changes.

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ASSETS & OPERATIONS COMMITTEE MEETING MINUTES11 FEBRUARY 2025

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Review of Right of Use Agreement for Sporting Facilities Policy

Related to this matter is the review of the current Right of Use Agreement for Sporting Facilities Policy. This policy is currently under review by Council staff and is intended to be presented to the March Assets Committee Meeting.

**Integrated Planning and Reporting**

Community Strategic Plan Theme 1: Enhancing our quality of life

Strategy 1.4 A community that offers opportunities for sport and recreation

**Council Policy/Legislation**

Policy C19 - Right of Use Agreement for Sporting Facilities

**Options**

Council has the option to consider introducing additional fees to assist with the cost of operation and maintenance of sporting facilities, or it can choose to make no changes to current fees.

**Budget Implications**

The budget implications to Council will vary depending on the decisions made regarding fees required by Council.

**Risk Implications**

There is a financial risk to Council of increasing operation and maintenance costs that are not offset with reasonable contributions from the users of the facilities.

Cr Belinda Bushell declared a non-pecuniary interest in relation to item REP25/12, due to being President of the Temora Basketball Committee.

Mr Rob Fisher declared a non-pecuniary interest in relation to item REP25/12, due to being member of the Temora Rugby League Football Committee.

**COMMITTEE RESOLUTION 2/2025**

Moved: Cr Belinda Bushell

Seconded: Cr Rick Firman

That the Committee resolved to recommend to Council to:

1. Refer the report to the Temora and District Sports Council for feedback, and
2. Receive a further report following the feedback from the Temora and District Sports Council.

**CARRIED**

***Report by Claire Golder and Rob Fisher***



**DRAFT****Appendix A - 2025/26 Adopted Sports Facility Fees to Policy C19 – Right of Use Agreement for Sporting Facilities**

In June 2025, Council in consultation with sporting clubs and the Temora and District Sports Council adopted a new sports facility fee structure aimed at increasing sports facility cost recovery in an equitable, affordable and sustainable manner.

For structured senior competition sport, a two-part fee has been adopted, whereby an access fee is levied in combination with a per registered user fee. For junior competition sport, a one-part registered user fee has been adopted, and for casual use a one-part casual access fee has been adopted.

The two-part fee for senior competition allows Council to levy an access fee based on the facility quality/embellishment, combined with a membership fee to accommodate the scale of use.

Please note that the scope of the proposed fee structure is confined to sporting facilities that Council operate and maintain and excludes leased facilities (Tennis Clubs and Temora Town Netball).

**2025/26 Sports Facility Fees**

<b>Competition Use – Two-Part Fee (Access + Usage)</b>	
<b>Facility Access Fee –</b>	<b>General Comments</b>
<ul style="list-style-type: none"> <li>Regional - Nixon Park               <ul style="list-style-type: none"> <li>\$130 per competition day less than or equal to 4 hours</li> <li>\$260 per competition day greater than 4 hours</li> </ul> </li> </ul>	Part hire approx. 50% of full. 4 hours use is to include any pre-game preparation / establishment and post-game gatherings / functions
<ul style="list-style-type: none"> <li>Local – All others               <ul style="list-style-type: none"> <li>\$70 per competition day less than or equal to 4 hours</li> <li>\$140 per competition day greater than 4 hours</li> </ul> </li> </ul>	Part hire approx. 50% of full. 4 hours use is to include any pre-game preparation / establishment and post-game gatherings / functions
<ul style="list-style-type: none"> <li>Temora / Aria Park Pool               <ul style="list-style-type: none"> <li>General pool access fee / membership fee</li> </ul> </li> </ul>	Temora Pool fees provide contributions towards staff wages and maintenance. Council allocates budget amount for Aria Park Pool staff wages and pool maintenance costs. Pool Committee assists with grounds maintenance.
<ul style="list-style-type: none"> <li>Temora Recreation Centre (stadium and function room)               <ul style="list-style-type: none"> <li>Hourly rate for junior and senior sport in stadium</li> <li>Access fee for fitness classes</li> </ul> </li> </ul>	As listed in Schedule of Fees & Charges

<b>Facility Access Notes:</b>	
<ul style="list-style-type: none"><li>• Junior competition use attracts a 100% access fee discount (registered user fee only).</li><li>• Where competition use is combined junior and senior participation, senior access fees apply.</li><li>• Cricket shall be levied a maximum half day &lt;4h facility fee recognising few participants occupy the facility during a competition day.</li><li>• Netball only (no field) shall be levied a maximum half day &lt;4h facility fee recognising a netball facility is part of a larger facility.</li></ul>	
Facility Usage Fee (competition only)	General Comments
<ul style="list-style-type: none"><li>• Annual fee per participant<ul style="list-style-type: none"><li>○ \$25 per senior registration</li><li>○ \$10 per junior registration (≤ 18yrs)</li></ul></li></ul>	Club registration at registration cut off is to be furnished to Council in accordance with the Sporting Field Yearly RoU Policy.
<b>Facility Usage Fee Notes:</b>	
<ul style="list-style-type: none"><li>• No dispensation is applied for participation duration. E.g. A player is registered but only played 3 games.</li><li>• Clubs found to be providing false registration data will face disciplinary action in accordance with the Right of Use Policy.</li><li>• Dispensation is to be provided for Junior players playing in both a junior and senior competition. One primary membership fee shall be applicable.</li><li>• A senior member is defined as a member that is turning 19 or older during the calendar year.</li><li>• A junior member is defined as a member between the age of 4 and 18 (not turning 19 during the calendar year).</li></ul>	
Casual Use – One Part Fee (Access)	
Casual Access Fee	General Comments
<ul style="list-style-type: none"><li>• Regional - Nixon Park / Temora Rec Centre<ul style="list-style-type: none"><li>○ \$130 / half day (4h)</li><li>○ \$260 / day (&gt;4h)</li></ul></li></ul>	Casual fee mirrors access fee. No usage fee is applied. Competition booking take precedent over Casual booking. Competition access generally has a significant training component which can be attributed to the facility usage fee.
<ul style="list-style-type: none"><li>• Local – All others<ul style="list-style-type: none"><li>○ \$70 / half day (4h)</li><li>○ \$140 / day (&gt;4h)</li></ul></li></ul>	
<b>Casual Access Fee Notes:</b>	
<ul style="list-style-type: none"><li>• Netball only (no field) shall be levied a maximum half day &lt;4h facility fee recognising a netball facility is part of a larger facility.</li><li>• Cricket shall be levied a maximum half day &lt;4h facility fee recognising few participants occupy the facility during a match.</li><li>• Junior / School casual use attracts a 50% discount.</li><li>• Where casual use is a mix of junior and senior participation, senior facility fees apply.</li><li>• Casual use may be non-exclusive subject to the direction of Council.</li><li>• Casual users must cooperate with Council and local sporting clubs through Council.</li></ul>	

<ul style="list-style-type: none"> <li>Commercial activities and commercial use must be approved by the General Manager of Council (annually) and commercial use fees and other casual use conditions apply.</li> </ul>	
<b>Lighting Fees</b> <i>Note: Clubs pay their own electricity. The current lighting fee has been levied based on recovering some of the capital, operation and maintenance costs associated with sports field lighting.</i>	
<ul style="list-style-type: none"> <li>Regional               <ul style="list-style-type: none"> <li>Training \$17/h</li> <li>Playing \$29/h</li> </ul> </li> </ul>	Nixon Park has two bays of lights in each pole. One bay is generally used for a training environment, and two bays are used for night competition.
<ul style="list-style-type: none"> <li>Local               <ul style="list-style-type: none"> <li>Training / Playing \$10/h</li> </ul> </li> </ul>	Local fields have one bay of lights only.
<b>Lighting Notes:</b> <ul style="list-style-type: none"> <li>Lighting fees apply to sports fields only</li> </ul>	
<b>Commercial Use</b> <i>Note: Requests for use for commercial purposes requires the approval of the General Manager, on an annual basis. Lighting charges apply to commercial operations as they do for other users.</i>	
Regional - \$32.50/hr	
Local - \$17.50/hour	

**Notes:**

- The facility fee includes the entire facility where required by a user group, subject to approval from Council.
- Where a netball only scenario exists, whether casual or competition, netball be treated the same as a cricket where a maximum 4-hour access fee is applied.
- Shortform social competitions or intra town are to be treated as follows:
  - Night Soccer - Standalone summer social competition. Juniors and Seniors. Adopt a Senior Casual Access Fee <4h.
  - AFL 9s – Standalone summer social competition. Juniors and Seniors. Adopt a Senior Casual Access Fee <4h.
  - Touch Football – Standalone summer social competition. Juniors and Seniors. Adopt a Senior Casual Access Fee <4h.
  - Temora Junior Rugby League Heritage Competition – Preseason training competition. This is Thursday afternoons in lieu of training and runs before and into the regular season. Junior only. Adopt participation covered by competition registered user fee.
  - Auskick – Intra town Juniors only stand alone and with competition. Adopt participation covered by competition registered user fee.

- Temora Basketball – Hourly rate booking system for Temora Recreation Centre in place. Propose no changes.
- 4. Temora Athletics – Weekly intra town competition is classified like training and covered by the competition registered user fee and that intertown carnivals are treated as a competition day with a competition access fee applying.
- 5. Fees adopted are 2025/26 base fees. Fees will be reviewed and adjusted each budget cycle at the discretion of Council.

**4.4 REVIEW OF DEVELOPMENT INFRASTRUCTURE DEFERRED PAYMENT POLICY**

**File Number:** REP25/386  
**Author:** Town Planner  
**Authoriser:** Director of Environmental Services  
**Attachments:** Nil

**REPORT**

At the December 2024 Confidential Assets and Operations Committee Meeting, the Committee considered a report to review the Development Infrastructure Deferred Payment Policy.

At this meeting, the Committee resolved to recommend to Council:

1. To review the policy again in June 2025,
2. To continue with the current advice to any potential additional applicants that they are unlikely to receive assistance from Council under this policy, prior to this review, and
3. That Officers continue negotiations with the existing applicants in reference to previous in principle agreements.

This recommendation was subsequently endorsed by Council at the Confidential December 2024 Council Meeting.

Since the policy was last considered by Council, at the February Confidential Economic Development and Visitations Committee Meeting, the Committee considered and approved an application for funding under the policy, the receipt of which Council had foreshadowed.

In addition, the Committee resolved to recommend to Council that the Development Infrastructure Deferred Payment Policy be placed in hiatus immediately after the funding agreement is signed and enacted.

These recommendations were subsequently endorsed by Council at the Confidential February Council Meeting.

At the time of writing this report, the draft funding agreement with the most recent developer approved for assistance under the Development Infrastructure Deferred Payment Policy has been finalised and is ready for execution by both parties. As it is yet to be signed, Council officers would like to seek an extension of the policy to remain active and be reviewed at the September 2025 Assets & Operations Committee Meeting. This would give sufficient time for the finalised agreement to come into effect. Council officers will continue to advise that no further applications are being considered under this policy at this time.

**Integrated Planning and Reporting**

Community Strategic Plan Theme 3: Building a Strong Local Economy

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

**Council Policy/Legislation**

EW16 Development Infrastructure Deferred Payment Policy

**Options**

That the Committee recommend that Council:

- leave the policy as Active at this time, or
- make the EW16 Development Infrastructure Deferred Payment Policy Inactive.

**Budget Implications**

Considered by Council in relation to any additional application/s

**Risk Implications**

There is a risk to council if the policy becomes inactive prior to the draft agreement being signed by all parties.

**COMMITTEE RESOLUTION 28/2025**

Moved: Cr Rick Firman

Seconded: Cr Ken Smith

That the Committee resolved to recommend to Council to review the Development Infrastructure Deferred Payment Policy in September 2025.

**CARRIED**

***Report by Claire Golder***

**4.5 DRAFT DEVELOPMENT CONTROL PLANS - RESIDENTIAL DEVELOPMENT AND INDUSTRIAL DEVELOPMENT - COMPLETION OF EXHIBITION**

**File Number:** REP25/414

**Author:** Town Planner

**Authoriser:** Director of Environmental Services

**Attachments:** 1. Draft Residential Development DCP  
2. Draft Industrial Development DCP

**REPORT**

At the April Assets and Operations Committee Meeting, the Committee considered a report in relation to the Draft Development Control Plans for Residential Development and Industrial Development.

At this meeting, the Committee resolved to recommend to Council:

1. That the Draft Industrial Development DCP and Draft Residential Development DCP be placed on public exhibition and
2. That Council consider a future report following completion of the public exhibition.

This recommendation was subsequently resolved to be adopted by Council at the April Council Meeting.

**Public exhibition**

The Draft DCPs were placed on public exhibition between 24 April 2025 and 4 June 2025, including newspaper advertisement, social media advertising and Council's website. No submissions were received.

**Discussion**

The Draft DCP Chapters – Residential Development and Industrial Development have been prepared and amended to include draft controls that seek to manage the zone boundary interface.

In summary, the proposed controls include the following:

Draft Industrial Development DCP:

- New objective to encourage a development layout, design and function that minimises impact on activities in other zones, including sensitive uses such as a residential use
- New setbacks to residential zoned land requiring a minimum setback of six metres, including three metre landscaped screening
- New managing potential land use conflict control, requiring the developer and Council officers to consider proposed operations as part of the assessment process

Draft Residential Development DCP:

- New chapter which includes objective to manage the interface between development in residential zones and other zones and section covering development adjoining zone boundaries.
- This section includes controls to site dwellings at least 12 metres from rear boundaries adjacent to zones other than R1 General Residential zones, encourage the siting of other

development (sheds, swimming pools) adjacent to the relevant zone boundary and inclusion of landscaping and screening to assist with separation.

- Identifying that sheds higher than 3m may be considered to assist with improved screening between residential land uses and other land uses

### **Recommendation**

As no submissions were received in relation to the Draft DCPs, it is recommended that the Committee recommend that Council adopt the Draft DCPs, as exhibited.

### **Integrated Planning and Reporting**

Temora Community Strategic Plan Theme 4 Enjoying our beautiful environment

Strategy 4.5 A Community that sustainably plans for its future

### **Council Policy/Legislation**

Temora Shire Development Control Plan 2012

### **Options**

The Committee has the option to support the recommendation to adopt the draft DCP chapters as exhibited, or to make amendments to the Draft DCPs, or to take no action.

### **Budget Implications**

Nil

### **Risk Implications**

There is a risk that, without the provision of these DCP chapters, development located on the boundary of residential zones and other zones may not have sufficient guidance, in order to prevent land use conflict.

## **COMMITTEE RESOLUTION 29/2025**

Moved: Cr Rick Firman

Seconded: Cr Paul Mahon

That the Committee recommend to Council to adopt the Draft Development Control Plans Residential Development and Industrial Development, as exhibited.

**CARRIED**

### ***Report by Claire Golder***

In Favour: Crs Rick Firman, Nigel Judd, Graham Sinclair, Anthony Irvine, Paul Mahon and Ken Smith

Against: Nil

**CARRIED 6/0**



## Residential Development

### 1. Introduction

General Housing and Ancillary Structures relate to the most common forms of residential development in the R1 General Residential zone; typically single dwellings, sheds and swimming pools. Ancillary development can also include other minor development types such as fencing. The development types identified within this section are those that should be ordinarily expected within residential areas. Likewise, this section also identifies the minimum standard for other key development standards such as utility provision, privacy and setback, among others.

### 2. Objectives

The objectives of these controls are:

- To ensure development of this kind is compatible with surrounding uses and streetscapes.
- To outline generic development types that should ordinarily be expected within residential areas,
- To ensure new developments have sufficient access to utility infrastructure.
- To ensure new developments do not adversely impact existing service and utility infrastructure.
- To manage the interface between development in residential zones and other zones.

### 3. Specific Development Controls

The following development controls apply to residential development.

#### **Front Setbacks**

Dwellings are to be setback a minimum of 6 metres from the front boundary, or in line with adjoining development, in the case of infill development.

All garages and carports are to be setback at least 6m from the front setback.

#### **Side and Rear Setbacks**

Dwellings, garages and carports are to be setback a minimum 0.9 metres from side boundaries and 3 metres from rear boundaries.

In the case of corner allotments, the minimum setback permitted from the secondary street frontage is 3m. Ancillary structures such as sheds and garages may be permitted closer to the secondary street setback in instances where they are constructed in the rear yard and consistent with any corresponding street setback line.

#### **Building Envelopes**

Applicants shall have regard to any building envelope that has been included in a relevant plan of subdivision.

#### **Colours and Materials**

Materials and colours selected for construction are to be non-reflective.

**Privacy and Amenity**

In the case of two storey dwellings, it is important to design and site the dwelling to minimise overlooking of adjoining properties. In order to improve visual and acoustic privacy careful consideration of the location of windows, balconies and outdoor entertaining areas is required.

Windows in a habitable room that are within 9 metres of, and allow an outlook to a window of a habitable room in the neighbour's house:

- are offset from the edge of one window to the nearest edge of the other by a distance of at least 0.5metre, or
- have sill heights of at least 1.7 metres above floor level, or
- have fixed obscure glazing in any part of the window below 1.7 metres above floor level/

Windows should not directly overlook the adjoining properties' private open space.

Residents are required to retain and maintain any landscape planting included as a condition of development consent, for reasons of neighbour amenity.

**Energy Efficiency and Sustainability**

The following are principles that Council seeks to encourage in new building design:

- minimise windows along western facades
- the main living area and private open space is to achieve three hours of sunlight between 9.00am and 3.00pm on June 21

**Fencing****Front Yards**

- a fence to a height of 900mm and/or a hedge to a maximum height of 1.0m across the primary street frontage and along the side boundaries to a setback of 1.0m from the building façade. Refer across for corner lots.
- front fences shall enable outlook from buildings to the street for safety and surveillance
- the entrance to the dwelling shall be clearly identifiable.
- any landscaping is to be integrated into the fence design and contribute to the streetscape
- appropriate vegetation should be used to provide shade to the northerly and westerly elevations of buildings in summer, while allowing sunlight in winter.

**Rear Yards**

- Height of rear fences are a maximum allowable height of 1.8 m

**Side Fences**

- Height of side fences forward of the building line:
  - 0.9m for fences of "closed type" construction.
  - 1.2m for fences of "open type" construction.
- Height of side fences behind the building line:
  - 1.8m regardless of construction type.
- A height transition, of no longer than 3m is allowable forward of the building line.

**Carports and Garages**

Carports and garages should not dominate the front façade of the dwelling. To ensure this does not occur, carports and garages:

- Are not permitted within the building setback area.
- Should not be located in front of the dwelling if <4,000m<sup>2</sup> lot.
  - If in front of the dwelling, the carport/garage must be constructed to appear like part of the dwelling (for example, pitched roof and/or brick columns and/or cladding to match dwelling).

### ***Swimming Pools***

The following standards have therefore been put in place by Council to ensure minimal impact on adjoining land users:

- Where visible from a public place or road, details of screening are to be provided as part of the application.
- Any associated retaining walls or decks are not to exceed 1.0m above the natural surface level.
- Pool pump enclosure to be placed greater than 15 metres from a habitable room in a dwelling on adjoining property or within a soundproof enclosure.

### ***Site Facilities and Services***

All sites shall be connected to Council's reticulated sewer system.

Electricity to a low-voltage standard as approved by the relevant energy authority.

Potable water, connected to a reticulated mains supply.

Clothes drying areas shall be provided to each lot in the rear yard.

Rainwater tanks may be required for BASIX purposes. Rainwater tanks must not be located within the front setback.

Where proposed subdivisions involve sites that are not serviced by water and sealed road infrastructure, applicants will be required to contribute to the cost of this infrastructure in accordance with the adopted relevant Developer Contributions Plan.

### ***Dual Occupancies and Secondary Dwellings***

The R1 General Residential zone, R5 Large Lot Residential zone, MU1 Mixed Use zone and RU5 Village zone permit Dual Occupancy and Secondary Dwellings with consent.

Dual occupancies and secondary dwellings involve two dwellings located on the same lot of land.

Dual occupancies and secondary dwellings shall be designed to respond to the development controls above, and to the controls contained within the Multi-Unit Housing Chapter of this DCP, including dwelling size, site area, site coverage, car parking, and private open space, to ensure privacy and amenity for both future and existing residents.

### ***Development Adjoining Zone Boundaries***

Where residential development is proposed on land that adjoins land with a different zoning (for example, RU1 Primary Production zone, E1 Local Centre zone, E3 Productivity Support, E4 General Industrial, MU1 Mixed Use, RE1 Public Recreation or RE2 Private Recreation), and/or adjoins existing development with different land uses, managing the interface of the two different zones/land uses forms a consideration in the development assessment process.

Council will seek that the management of the different zone/land use interface is considered as part of the Statement of Environmental Effects submitted with the Development Application/Complying Development.

Minimum different zone/land use boundary interface techniques should include:

- Siting dwellings at least 12 metres from rear boundaries adjacent to zones other than R1 General Residential zones or R5 Large Lot Residential zones, to provide separation.
- Siting ancillary developments such as sheds adjacent to uses other than residential to assist with separation of different land uses.
- Screening and privacy structures in the design of private open space areas to reduce the visual impact of adjoining non-residential development.
- Landscaping adjacent to boundaries to assist with screening of buildings.
- Council will consider supporting higher shed heights (3m or higher) to increase screening between residential land uses and other land uses

Note that new industrial and commercial developments are required to include separation and landscape screening as part of their development application, as well as consider building design and operational procedures, to manage the interface of their development with any adjoining residential development.

### 3. Relevant Section C - Development Controls

The following other parts of *Section C – Development Controls* relevant to Residential Development includes:

- *Bed and Breakfast Accommodation*
- *Bushfire Protection*
- *Car Parking*
- *Commercial Development*
- *Contaminated Land*
- *Development Applications*
- *Dwelling houses (Second Hand)*
- *Engineering Standards*
- *Environmentally Sensitive Areas*
- *Erosion and Sediment Control*
- *Flood Prone Land*
- *Heritage and Conservation*
- *Industrial Development*
- *Landscaping*
- *Large Lot Residential Development*
- *Multi-Unit Housing*
- *Notification of Development Applications*
- *Rural Development*
- *Signage*
- *Subdivision*
- *Temporary Occupation of Land*
- *Village Development*

## Industrial Development

### 1. Objectives

The objectives of these controls are to:

- ensure that industrial development is carried out in such a way as to protect and enhance the environmental quality of the Shire
- act as a guide to owners, developers and the wider community as to the standards required by Council in the planning and design of industrial developments
- assist applicants in the compilation and submission of development applications
- promote and encourage industrial development within the Shire of Temora
- maximise the utilisation of services for industrial development
- ensure the most efficient use of industrial land while safeguarding environmental factors through careful site planning
- encourage a development layout, design and function that minimises impact on activities in other zones, including sensitive uses such as a residential use

### 2. Background

Council has identified as part of the review of local planning controls that development control plans and standards for industrial sites are to ensure that they are buffered from any nearby residential areas; and controls will ensure adverse environmental impacts such as traffic movements, noise, dust, waste disposal and poor design are minimised or eliminated.

Future industrial development will also be required to comply with requirements and standards relating to energy and on-site water conservation, vegetation, building alignment, and appearance from public roads.

Where applicable these controls also apply to the operation of home industries as defined by the *Temora Local Environmental Plan 2010*.

### 3. Specific Development Controls

#### ***Building Design***

The following are building design standards for industrial development:

- Building elevations to the street frontage or where visible from a public road, reserve, railway or adjoining residential area are to incorporate variations in façade treatments, roof lines and building materials.
- Low scale building elements such as display areas, offices, staff amenities are to be located at the front of premises and constructed in brick or finished concrete.



- Roofing materials are to be non - reflective where roof pitch is greater than 17 degrees or not visible from a public road.
- 

The following building setbacks apply to new industrial development:

- Street setback must be a minimum of 5m
- No concession for secondary frontage
- Side and rear setbacks to meet BCA requirements.

#### **Utilities and Services**

The following standards for utilities and services are to be considered in conjunction with *Section C Development Controls - Engineering Standards*:

- The applicant is to demonstrate the availability and feasibility of providing water, sewer and stormwater services appropriate for the scale and nature of development. All applications must demonstrate adequate provision for storage and handling of solid wastes.
- Council may require a Liquid Trade Waste Application where liquid wastes (excluding domestic waste from a hand wash basin, shower, bath or toilet) are to be discharged to Council's sewerage system.
- Onsite stormwater capture and reuse shall be provided for maintenance of landscaping. Storage tanks shall be appropriately located and screened. NB – reuse facilities shall not form part of stormwater calculations.
- Buildings and structures are to be located clear of utility infrastructure.

#### **Traffic and Access**

The development will need to demonstrate the adequacy of the local road network to support the proposed industrial development. The development application will need to provide details on site access, loading/unloading facilities, safe on - site manoeuvring for largest design vehicle, surfaces for access driveways, parking areas, loading/unloading facilities and associated vehicle manoeuvring areas relative to the design vehicle.

In conjunction with *Section C Development Controls - Car Parking* the following design outcomes apply to new industrial development:

- all vehicles must be able to enter and exit the site in forward direction
- customer parking to be provided convenient to the public entrance
- adequate space and facilities for loading and unloading are required to be provided wholly within the site
- loading bay(s) must be sited to avoid use for other purposes such as customer parking or materials storage
- loading bay (s) must be line marked and signposted
- the number of access points from a site to any one street frontage is limited to 1 ingress and 1 egress only

#### **Outdoor lighting**

All outdoor lighting is to comply with *AS4282 Control of Obtrusive Effects of Outdoor Lighting*.

**Noise**

The following are specific controls to reduce potential noise impacts from industrial development:

- Windows, doors and other wall openings shall be arranged to minimise noise impacts on residences where proposed within 400m of a residential zone
- External plant (generators, air conditioning plant etc.) shall be enclosed to minimise noise nuisance where adjoining residential area
- Information may be required to be submitted to Council demonstrating that the operating noise levels of the industry/business/plant/machinery
- All plant and machinery will be installed to eliminate transmission of vibration to adjoining properties

**Use of Council's footpaths**

Any goods display or use of the footpath will comply with the requirements of *Section C Development Controls – Activities in Public Places*.

**Signage**

Any signage will comply with the requirements of *Section C – Development Controls – Signage*.

**Storage of material/goods/rubbish**

All materials, goods, rubbish, etc., shall be stored within the curtilage of the building at all times; or suitable screen fences shall be erected around the property. Fencing of storage areas is to comply with *Section C Development Controls - Landscaping*

Waste material shall be stored in appropriate receptacles, and removed on a regular basis to Council's satisfaction, so as to not provide a harbour for vermin.

**Consolidation of land**

Industrial development over two or more lots will require the consolidation of those lots into a single title with the Register General of the Land Titles Office. Consolidation is to be completed prior to occupation of the development.

**Setbacks to residential zoned land**

Development on an industrial lot that has a side or rear boundary to residential zoned land must be setback a minimum of six metres, which includes adequate screening through a minimum three metre landscaped setback, located at the property boundary. The landscape screening must soften the appearance of industrial building walls and outdoor storage areas.

Developers should consider site design to include non-industrial type uses towards the boundary with residential uses, such as locating administration, offices, toilet facilities at car parking to increase separation.

**Managing potential land use conflict**

Development on industrial lots that directly adjoin residential land shall be designed and operated to minimise impacts in terms of noise, traffic and circulation, light spill emissions and bulk and scale.

Buildings used for noisy operations or manufacturing should be designed (orientated, insulated etc) to inhibit the transmission of noise onto nearby properties used for residential or other noise sensitive purposes. This will include locating all loading and

unloading areas and any openings to internal work areas away from the residential boundary. Hours of operation of the industrial use and loading/unloading shall be carried out at reasonable times, considering adjoining residential land uses.

Consider the use of insulated walls and use of concrete blocks, or similar, rather than metal sheeting to reduce sound transmission.

Consider the selection of equipment and machinery for noise emission suitability to adjacent residential land zones/uses.

The design of industrial buildings should incorporate the use of building materials that do not have highly reflective properties.

Light sources, particularly those which may be used for loading and unloading operations should be directed away from adjoining properties.

Site equipment for refrigeration, air conditioning, and the like, away from residential boundaries.

For industrial activities that generate high levels of noise, odour, dust or other emissions, greater setbacks, may be required to protect the amenity of adjoining land uses.

The storage of hazardous goods, materials or wastes will not be permitted in areas that adjoin residential or other sensitive land-uses.

Development proposals that have the potential to detrimentally affect the amenity of adjoining land must be accompanied by additional information such as specialist technical reports on noise, odour, air quality or other relevant environmental matter.

Development that generates offensive noise, due to the type, frequency and/or duration of noise emitted, may be unsuitable for location adjacent to residential land uses.

#### **4. Relevant Section C - Development Controls**

The following other parts of *Section C – Development Controls* relevant to Industrial Development include:

- *Car Parking*
- *Contaminated Land*
- *Development Applications*
- *Engineering Standards*
- *Erosion and Sediment Control*
- *Flood Prone Land*
- *Landscaping*
- *Notification of Development Applications*
- *Sewage Management*
- *Signage*
- *Subdivision*



**4.6 TEMORA CHRISTMAS DECORATIONS****File Number:** REP25/434**Author:** Town Planner**Authoriser:** Director of Environmental Services

**Attachments:**

1. Quote Christmas Display Solutions
2. Quote Limelight
3. Quote Festoon Lights

**REPORT**

At the November 2024 Assets and Operations Committee Meeting, the Committee considered a report in relation to the provision of new Christmas decorations for Temora, to replace the existing decorations which are in poor condition.

The Committee recommended to Council:

1. That the \$25,000 allocated budget for 2024/25 be rolled over to the next financial year;
2. That additional funds be added to the 2025/26 budget; and
3. That a small sunset committee be formed, to provide guidance to staff on the most appropriate form of decoration celebrating Christmas.

This recommendation was subsequently endorsed by Council at the November Council Meeting.

Since the resolution of Council, Council staff have sought quotes from appropriate suppliers for Christmas decorations to meet Council's preferred requirements. Copies of the quotes obtained are attached.

Council has identified \$50,000 in the 2025/26 budget, with the options of a further \$25,000 in 2026/27 budget, and a further \$25,000 in the 2027/28 budget. These options for future budgets will be considered by Council again, at the time of formalising the budget in these years.

The sunset committee tasked with investigating the options on behalf of Council has met several times, as well as correspondence considered by email. The sunset committee provides the following options for the consideration of the Committee:

Option 1: Purchase and install the following items-

Item	Supplier	Cost (ex GST)
Traditional Christmas Tree	Christmas Display Solutions	\$23,765
Holographic Stars – Three coloured stars	Christmas Display Solutions	4 x \$1,809 = \$7,236
Uplighting of London Plane Tree in Paleface Park	Limelight Australia	\$7,250
Fairy lights for Chinese Elms x 4	Limelight Australia	\$6,250
Festoon lights for 4 trees	Festoon House	4 x \$236 = \$944
Freight and Installation	Suppliers and Council staff	\$4,000 (estimate)
Total		\$49,445

Option 2: Purchase and install the following items-

Item	Supplier	Cost (ex GST)
Traditional Christmas Tree	Christmas Display Solutions	\$23,765
Holographic Stars – Three coloured stars	Christmas Display Solutions	8 x \$1,809 = \$14,472
Fairy lights for Chinese Elms x 4	Limelight Australia	\$6,250
Festoon lights for 4 trees	Festoon House	4 x \$236 = \$944
Freight and installation	Suppliers and Council staff	\$4,000 (estimate)
Total		\$49,431

In addition, there are a small number of more modern- style refurbished existing Christmas decorations that would be suitable to reinstall this year. The older style decorations would not be installed again.

### Discussion

The sunset committee has provided quotes from three suppliers and provided two options for the consideration of the Committee. The main approach of both options is replacing the existing Christmas tree located at the Hoskins/Loftus Street roundabout, and a combination of fairy lights, festoon lights installed within four trees, stars attached to light poles and/or uplighting of the London Plane Tree in Paleface Park.

The options provided are within the allocated budget for this project and provide the opportunity for Council to purchase additional decorations in the future, should this be supported by Council. In addition, a small number of refurbished more modern decorations are proposed to be displayed again in 2025. This is proposed in order to extend the display area, as overall the display will be modest, to keep the project within the allocated budget of Council.

### Integrated Planning and Reporting

Temora Shire Community Strategic Plan 2025-2025

Building Liveable Places

Objective 3: Plan attractive, liveable and sustainable towns, villages and rural communities

Strategy 3.2 Provide attractive and welcoming towns and villages with well-maintained public facilities, open spaces, and streetscapes

### Council Policy/Legislation

Temora Shire Council Budget 2025/26

### Options

The Committee has the option to recommend the purchase and installation of one of the above options, or to choose a different response.

### Budget Implications

\$50,000 is allocated in the 2025/26 budget at this time.

**Risk Implications**

There is a risk that if Council does not determine to proceed with an order for Christmas decorations during July 2025, that no orders can be fulfilled in time for Christmas 2025.

Cr Belinda Bushell arrived at the meeting at 2:40pm

**COMMITTEE RESOLUTION 30/2025**

Moved: Cr Rick Firman

Seconded: Cr Ken Smith

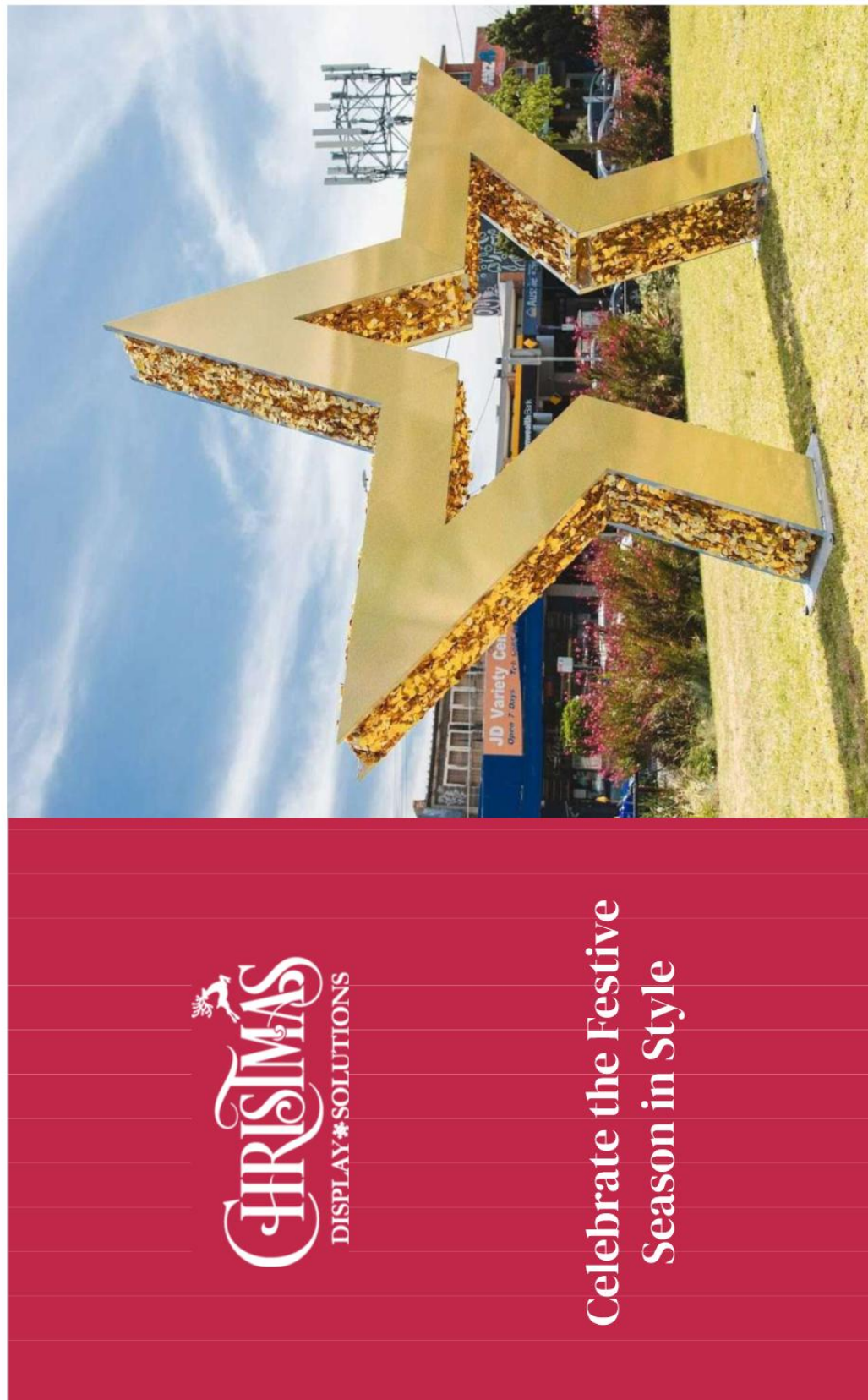
That the Committee resolved to recommend to Council to:

1. Select Option 2 excluding the Christmas Tree for Council to purchase and install new Christmas decorations in Temora for Christmas 2025.

**CARRIED**

***Report by Claire Golder***

Cr Belinda Bushell and Cr Anthony Irvine voted against.



Created for: **Kris Dunstan, Temora Shire Council** | Created by: Christmas Display Solutions, May 2025



# Contents

- 1.0 Project Summary and Design Considerations
- 2.0 Sustainable Christmas
- 3.0 Trim Themes and Finishes
- 4.0 Design Concepts
  - 4.1 Design Concept 1 - Christmas Tree Refresh
  - 4.2 Design Concept 2 - Street Pole Decorations
- 5.0 Overview of Costs
- 6.0 About Us
- 7.0 Meet Some of Our Clients
- 8.0 Terms and Conditions



## 1.0 Project Summary and Design Considerations

### Thank you for the opportunity to provide a creative design solution and quote.

Christmas Display Solutions (CDS), founded in 2012, specialises in commercial Christmas displays for councils, shopping centres, property management firms as well as accommodation and retail sectors. The business creates Christmas magic for clients across Australia with teams of experienced installers supported by staff out of offices in three States. CDS is a full service Christmas business offering design services, manufacture and fabrication, servicing and repair, importing and product sales, installation and dismantlement as well as storage services.

### Project Summary

Temora Shire Council wishes to build community goodwill and embrace the spirit of Christmas through the installation of their refreshed feature Christmas tree as well as street pole decorations in various major precincts within the municipality.

The project will involve:

- developing Christmas display design concepts and themes
- product specification, sourcing and quoting
- project approval and deposit
- manufacture, supply and logistics

### Design Considerations

Consideration has been given to

- the project brief
- existing infrastructure
- the project budget
- brand identity and attributes





## 2.0 Sustainable Christmas

Over recent years, Christmas Display Solutions has invested heavily in research to enable our company to design and construct Christmas decorations that have minimal environmental impact and therefore contribute to a more sustainable future. The task has been challenging, Christmas decorations of the past have not been noted for their sustainability.

Our deliberations have also required us to carefully consider our definition of 'sustainability' and to accept the proposition that the best solution, can at times, be the least worst option. For example, the best option might be a product that has a 10+ year lifespan, even if it is more resource intensive in the manufacturing process, as distinct from another product with a lower carbon footprint, but that only has a 2+ year lifespan.

Customer expectations also impact choices. Exterior product must withstand weather conditions and be durable and safe. Christmas decorations must also evoke the festive spirit and while there is a strong desire for environmental reasons to move away from glitter and plastics, some shiny 'bling' within a design may still be necessary to evoke the required public sentiment, at least in the short to medium term.

We are pleased to report that these issues are taken seriously in our company and we believe that we have found many excellent alternatives and solutions which achieve the right and responsible balance. Please feel free to discuss these issues with us and work with us to find the christmas display solutions that are best for your organisation and the environment.



### 3.0 Trim Themes



Fruit Salad



Boat Blue



European Romance



Jaffa



Citrus Punch



Fantasia



Coastal



Mint Marine



Copper Deluxe



Pewter Illusion



Purple Shimmer



Christmas Punch



Lime Shimmer



Mocha



Praline



Burbury



Festive Punch



New Romantic



Champagne Punch



Precious Metals



Teal Essence



Fancy Pansy



Joyeux Noël



Silver Blush



Sterling Silver



Blush



Buon Natale



Cherry Delight



Ruby Shimmer



Vogue

The illustration depicted is an artist's impression of the finished product. Actual colours, sizes and finishes may vary slightly.



### 3.0

#### UV-Resistant Bauble Colour Range: Expected Life 3 years

Here is our colour range of UV baubles suitable for exterior use.

**Generally the choice of colour does not impact pricing.**

Sizes from 50mm to 300mm - but not all sizes available in all colours.

#### Merits of the product

- Commercial Grade Baubles
- UV resistant - superior colour fastness
- All balls with plug and wire or glued caps for secure attachment to branches



Generally the choice of colour does not impact pricing - sizes from 50mm to 300mm - but not all sizes available in all colours

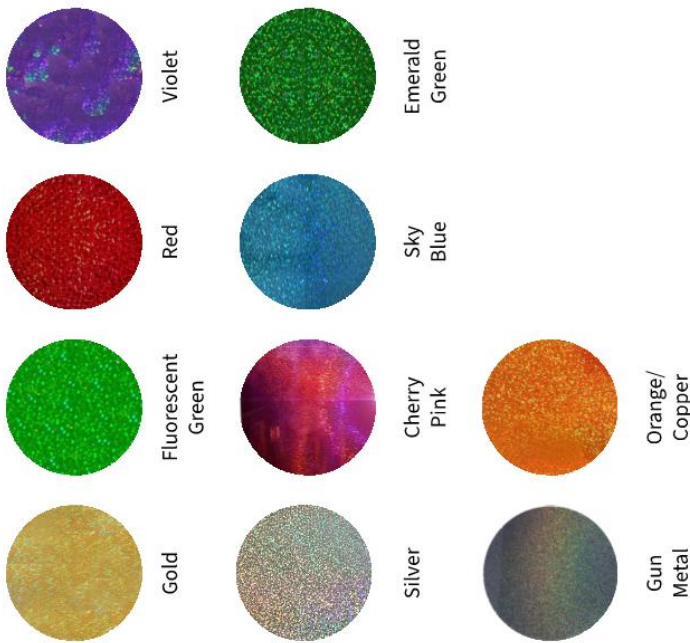
**3.0 Sustainable Christmas  
Holographic Vinyl**

Holographic vinyl is a clever solution for a southern hemisphere Christmas with its long summer daylight hours, the holographic film utilises the sunlight, flickering and changing colours depending on the viewing angle. It is effective at night too, reflecting from car and street lights.

This product is manufactured from **eco-friendly, phthalate-free** PVC resins.

**Benefits**

- Custom Design - We design decorations to complement local colour themes, branding, the environment or according to your vision. Our designs are engineer certified. - relatively indestructible with a life-span of at least 15 years under normal circumstances.
- Electricity Free - No need to access a power source - perfect for areas where power is not available or difficult to access
- Low Cost Refresh - If you want to refresh your designs from last year it is an easy & cost effective solution to create a new look or apply patches for quick repair
- 5 Year Guarantee - The holographic film has a 5 year continuous exposure colour fast guarantee (equating to minimum 25 Christmas Seasons)
- Quality Assured - The holographic film we use is manufactured in the USA and is a high quality material compared to cheaper imported alternatives
- Competitive Price - We pass on the savings from importing the holographic film directly from the world leading manufacturer
- Able to be decorated in such a manner to limit public interference or vandalism



## 4.0 Design Concepts

Temora Shire Council wishes to build community goodwill and embrace the spirit of Christmas through the installation of a refreshed feature Christmas tree as well as street pole decorations in various major precincts within the municipality.

CDS set about designing high impact custom Christmas displays, able to be carried through all areas in an integrated fashion.

### Concepts

- Christmas Tree Refresh
- Street Pole Decorations

## 4.1 Design Concept 1: Christmas Tree Refresh

### 1A: Traditional Christmas

Nothing evokes the nostalgia of Christmas like traditional foliage and this beautiful, lush feature tree is sure to bring the joy of Christmas to the community this season.

#### Features

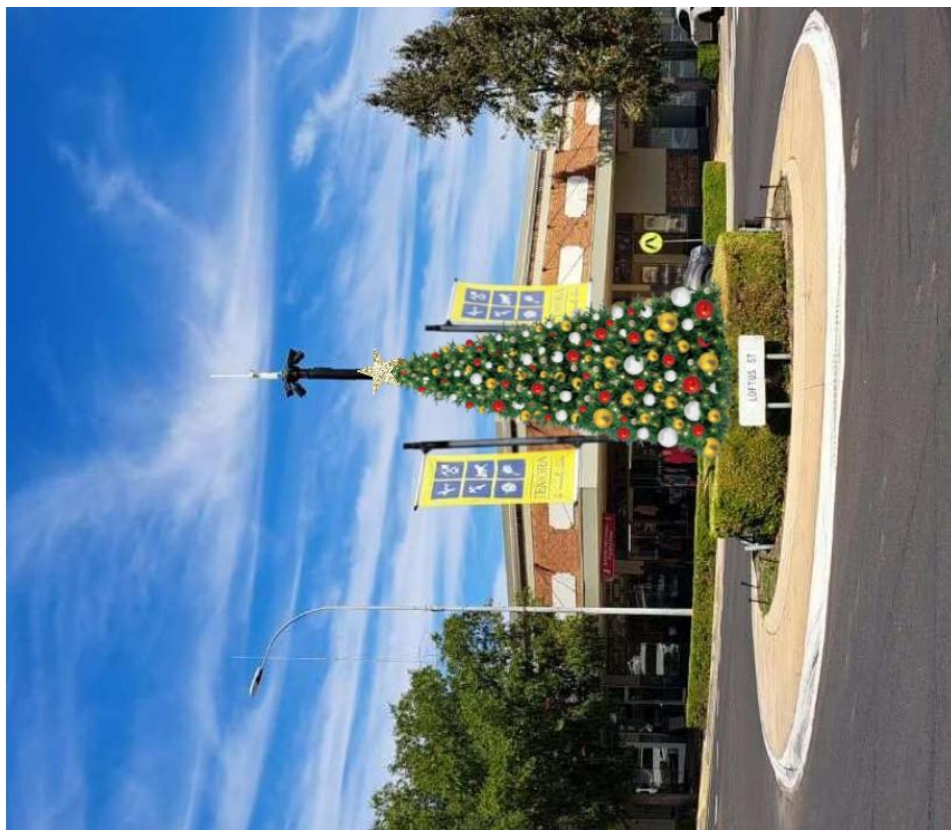
- 5.1m European Spruce Christmas tree
- 1.9m Diameter
- Commercial quality UV stable decoration kit featuring baubles in a variety of sizes and textures in your chosen colour palette
- LED Lighting Kit - 1200 LEDs
- 2 x LED Tree Top Star
- Ballast Kit – 750kg

#### Merits of the Design

- Traditional Shape Tree
- Robust and stable Steel Frame
- Realistic looking and highest quality foliage
- Replacement foliage panels available
- Highly detailed interpretation of traditional styling through the use of Light, Texture, Shape, and Colour of premium UV Stable decorations
- Both day and night time appeal

\* Generally the choice of colour does not impact pricing.

\* Access to mains power required.



The illustration depicted is an artist's impression of the finished product. Actual colours, sizes and finishes may vary slightly.





**4.1** **Design Concept 1: Christmas Tree Refresh**

**1B: Contemporary Christmas**

This contemporary twist on traditional Christmas creates a stunning display, unique to the Temora community

**Features**

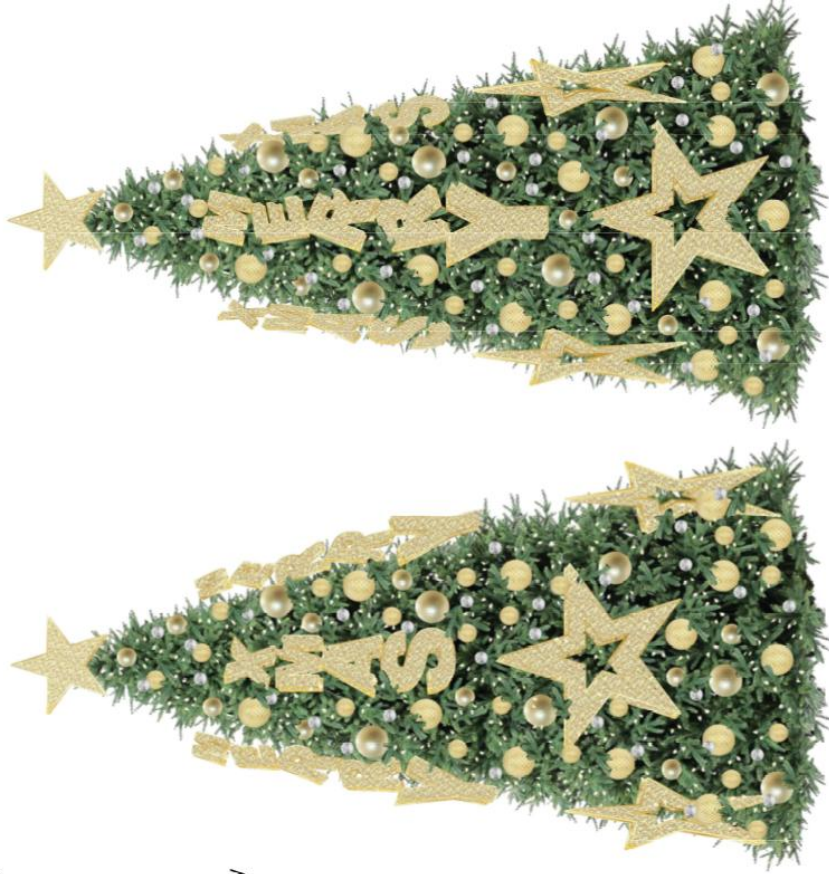
- 5.1m European Spruce Christmas tree
- 1.9m Diameter
- Commercial quality UV stable decoration kit featuring baubles in a variety of sizes and textures in your chosen colour palette
- 18 x LED MERRY XMAS Letters (varying in height from 344mm - 560mm in height)
- LED Lighting Kit - 1200 LEDs
- 2 x 2D LED Tree Top Stars
- Ballast Kit – 750kg

**Merits of the Design**

- Traditional Shape Tree
- Robust and stable Steel Frame
- Realistic looking and highest quality foliage
- Replacement foliage panels available
- Highly detailed interpretation of traditional styling through the use of Light, Texture, Shape, and Colour of premium UV Stable decorations
- Both day and night time appeal

\* Generally the choice of colour does not impact pricing.

\* Access to mains power required



The illustration depicted is an artist's impression of the finished product. Actual colours, sizes and finishes may vary slightly.

## 4.1 Design Concept 1 European Spruce Christmas Tree

This Christmas Tree is of the highest standard available on the world market and mainly utilises moulded PEP branches (Polypropylene injection molded) to resemble traditional spruce trees. The branch tips are long and very realistic, unlike other flat carpet style trees. The branches come attached to panels which are simply hooked into place. The base structure is a powder coated steel ring form, allowing the tree to be installed around a central ballast and tied down from the frame to the ballast. This tree is available in sizes from 3.7m up to 12m.

### Merits of the product

- More traditional shape - wider than other cone style trees
- Realistic looking and highest quality foliage
- Replacement foliage panels available
- Excellent decorating tree - due to longer foliage
- Easily assembled - with foliage panels to clip on
- Robust and stable steel frame (anti-corrosion enamel and galvanised fittings)
- Five (5) year external guarantee



The illustration depicted is an artist's impression of the finished product. Actual colours, sizes and finishes may vary slightly.

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**CHRISTMAS**  
DISPLAY SOLUTIONS



## 4.2 Design Concept 2: Street Pole Decorations

### 2A: 2D Holographic Stars

Classic designed, holographic street pole star decoration will sparkle both day and night due to its festive reflective qualities.

#### Features

- Double sided design so as to be visible from both sides covered in Holographic vinyl
- 1.8m high; a standard size that is safe for all street pole heights
- Design is fixed to aluminum sheet and welded to aluminum frame to safely bear the weight
- Engineering certified
- Pole brackets and strapping included
- Five year guarantee on holographic vinyl

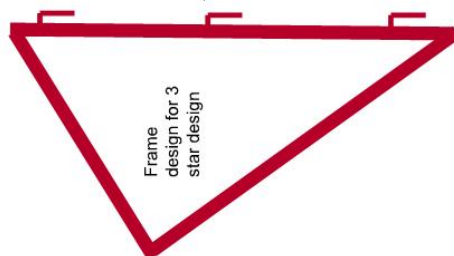
#### Merits of the Design

- Materials are highly durable and long lasting
- Flexibility of future change
- Easily installed
- Both day and night effect



Subject to engineering a wide range of designs can be produced, however custom designs will require additional lead time due to engineering sign-off.

## 4.2 Material and typical construction methods of Holographic Street Pole Decorations



### Frame

A frame is constructed using 25mm x 25mm x 3mm aluminium square tube. The frame design ensures the applied Christmas motif has sufficient points of contact for welding to the tube.

### Tongue Attachment

Welded continuously to the vertical tube frame are 3 x 60mm x 50mm x 10mm aluminium plates onto which a welded steel tongue (male) fitting is mechanically attached using 4 hex head stainless metal bolts with lock nuts. The tongue fitting is made of 5mm steel x 32mm wide. The tongue slots into a mounting bracket which is attached to the pole by stainless steel strapping or permanent fixings where appropriate (see next page)

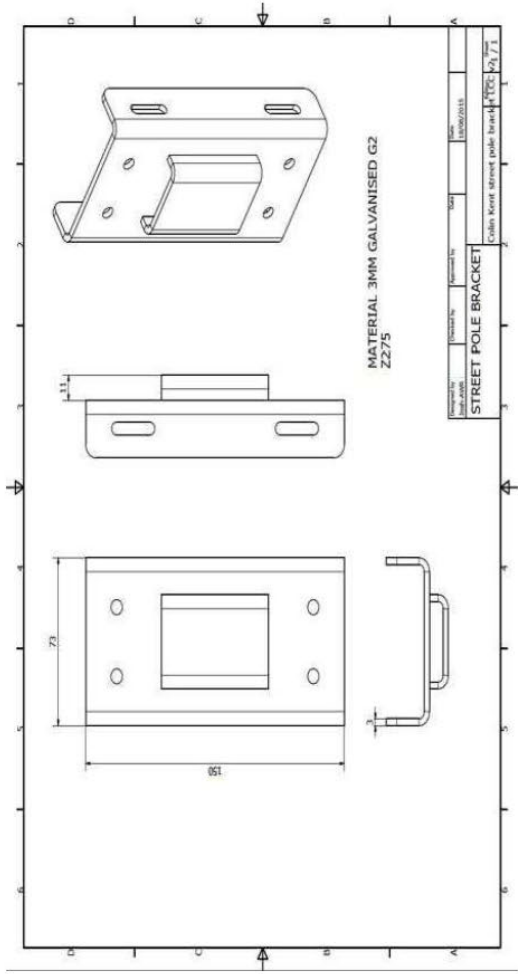
### Motif Sheeting and Covering

2mm Aluminium sheet, which has been cut in the required decorative shape is fixed (welded) to both sides of the frame. Each sheet has more than 10 x 40mm welds spread over the sheet where it contacts the frame. Where required the extremities of the design have small spacers of tube sections welded to both sheets.

Coloured holographic vinyl is pressure adhered to the aluminium sheet and edges trimmed.



4.2 Mounting Attachments for Holographic Street Pole Decorations



Mounting Brackets

Current practice is to use 3 x brackets per street pole for larger designs and 2 x brackets for small designs. The brackets are made of 3mm galvanised steel in the above design which enables two different fixing methods - permanent anchoring to the pole through 4 x front face holes where required or use of the side slots for any range of suitable stainless steel band strapping products.

## 4.2 Design Concept 2: Street Pole Decorations

### 2B: Street Pole Topper

Pole Toppers are a quick and easy way to create a festive atmosphere.

The Pole Topper is constructed on light weight 3mm aluminium sheet which is covered in holographic vinyl. The Pole Topper is supplied attached to an extension pole which sleeves into existing parking signs. Custom sizes are available to fit particular poles. The design is slightly raised above the signet to avoid visual confusion and stay out of public reach.

#### Features

- Double Sided Pole Topper with Holographic Vinyl on 1m Aluminium Sleeve Pole
- Wide choice of colours available
- Five year guarantee on Holographic Vinyl

#### Merits of the Design

- Materials are highly durable and long lasting
- Easily installed
- Both day and night effect as holographic twinkles in sunlight or under street lights



## 5.0 Overview of Costs

Description	Qty	Price (ea)	Sub Total
<b>Concept 1A - Christmas Tree Refresh: Traditional Christmas</b> 5.1m European Spruce Christmas tree, 1.9m Diameter, Commercial quality UV stable decoration kit featuring baubles in a variety of sizes and textures in your chosen colour palette, LED Lighting Kit - 1200 LEDs, 2 x LED Tree Top Star, Ballast Kit - 750kg, 5 Year Tree Warranty	TBA	\$23,765	\$TBA
<b>Concept 1B - Christmas Tree Refresh: Contemporary Christmas</b> 5.1m European Spruce Christmas tree, 1.9m Diameter, Commercial quality UV stable decoration kit featuring baubles in a variety of sizes and textures in your chosen colour palette, 18 x LED MERRY XMAS Letters (varying in height from 344mm - 560mm in height), LED Lighting Kit - 1200 LEDs, 2 x 2D LED Tree Top Stars, Ballast Kit - 750kg, 5 Year Tree Warranty	TBA	\$30,851	\$TBA
<b>Concept 4.2 - 2A: 2D Street Pole Decorations</b> Double sided design so as to be visible from both sides covered in Holographic vinyl, 1.8m high; a standard size that is safe for all street pole heights, Design is fixed to aluminum sheet and welded to aluminum frame to safely bear the weight, Engineering certified, Pole brackets and strapping included, Five year guarantee on holographic vinyl	TBA	\$1,809	\$TBA
<b>Concept 4.2 - 2B: Street Pole Topper</b> Double Sided Pole Topper with Holographic Vinyl on 1m Aluminium Sleeve Pole, Wide choice of colours available, Five year guarantee on Holographic Vinyl	TBA	\$614	\$TBA
<b>Total</b>			\$TBA
<b>GST</b>			\$TBA
<b>Total (Including GST)</b>			\$TBA
* Final pricing is subject to confirmation of quantities			

PLEASE NOTE: 1. All items listed are subject to availability at time of project confirmation 2. All quotes are valid for a period of 30 days. 3. Where product has to be ordered from overseas, the quote will assume an AUD exchange rate at the date of quoting. However large subsequent adverse exchange variations will likely require price adjustment. Where relevant we will advise about exchange rate risk at the time of quoting. 4. Christmas Display Solutions will not be held liable for an inability to fulfil its contractual obligations due to unexpected circumstances beyond its control. Such circumstances include COVID (and similar) related impacts as well as logistical and freight delays. In such circumstances the deposit paid by the client will remain non-refundable.



## 6.0 About Us

### Services

Christmas Display Solutions is a full service Christmas display agency.

We are a one stop shop, providing custom design, manufacture, refurbishment and sourcing of decorations and props, to project management of the installation, dismantle and storage of commercial Christmas decorations.

We serve clients Australia wide with Christmas installations, where no job is too small or too large for shopping centres, property development firms and government bodies.

Depending on your requirement, you can avail our full service option or each of the following services:

#### Custom made decorations

Custom designed and handcrafted commercial decorations and displays created by our multi-discipline team of artisans and technicians using traditional techniques and state of the art technology side by side.

#### Decoration refurbishment

Breathing new life into old or damaged decorations to increase their life-span, ensuring you achieve the maximum value for your marketing spend.

#### Installation and dismantle

We have a CM3 accreditation ensuring that our health and safety management plans, training and business processes are of the highest standard and where all risks are appropriately assessed and managed.

#### Hire

We offer flexible terms with outright purchase or hire of decorations over two or three festive seasons.

#### Off-site storage

If you don't have the space to store your decorations, don't worry, we can offer a safe and secure offsite storage facility for your decorations out of season.

### Products

Christmas Display Solutions provides an array of choice for creative design with an extensive range of Christmas trees, decorations and props.

Sourced from reputable suppliers stocking quality and durable products, rest assured you will have a lasting, safe Christmas display. Our quality products are affordable, sourced nationally and directly from overseas producers where we actively seek products unique to the Australian market.

If we can't source the right products for your project we are more than happy to custom design and produce a solution for you.

Christmas Display Solutions extensive product range covers:

- **Animated displays**  
Animated figures, mechanical display and animatronics arranged to create Christmas scenes
- **Foliage**  
Christmas trees up to 12m high, wreaths and garlands
- **Interior decorations**  
Baubles, stars, finials in all sizes
- **Exterior decorations**  
UV baubles, stars, finials in all sizes
- **Street decorations**  
Street pole and across-street decorations
- **Santa sets**  
Houses, large display pieces such as nutcrackers, present stacks and thrones
- **Christmas lights**  
Lights and illumination



## 7.0 Meet some of our council clients



## 8.0 Terms and Conditions

### Payment Terms

1. If confirmation is more than thirty (30) days prior to the installation date or delivery dispatch date, then a 50% deposit is to be paid to confirm this order. Upon project acceptance an invoice for the deposit will be sent and payment is to be made within thirty (30) days of the invoice date.
2. Upon acceptance of this quote, if confirmation is within thirty (30) days of the installation date or delivery dispatch date, an invoice for the full amount will be sent. Payment should be made no later than 5 working days prior to the install or goods dispatch.
3. The invoice for the balance of the total contractual price (less deposit paid) will be sent out thirty (30) days prior to your install date or your delivery dispatch date and is to be paid at least five (5) days prior to the date of your install or delivery of the product.
4. Christmas Display Solutions is generally willing to consider amending these standard terms in order to develop a mutually agreeable payment plan. Large scale custom projects may require additional progress payments to enable a smooth production.

### Terms of Supply

1. Ownership of the property specified in this proposal for purchase, shall transfer to the Purchaser upon delivery and/or installation of the goods in accordance with the terms of the proposal subject to payment in full being received. The goods shall remain the property of Christmas Display Solutions until all outstanding invoices related to those goods and/or the installation of those goods have been paid in full.
2. Property specified in the proposal as "Hire" goods remain property of Christmas Display Solutions at all times. In the event of any loss of, or damage caused to items specified as "Hire" items within this proposal, the Purchaser will be additionally invoiced for the actual cost to replace or, at the sole choice of Christmas Display Solutions repair the "Hire" items irrespective of the age or condition of the item at the current replacement cost.
3. Christmas Display Solutions shall maintain insurance for the purchased goods up to and including the day of delivery and where Christmas Display Solutions is installing up to the completion of installation. The Purchaser shall be responsible for all loss and/or damage to goods and any loss and or damage to other property or persons whatever cause after delivery and or installation of goods as aforesaid and shall keep Christmas Display Solutions indemnified against all claims, demands or suits that may be brought against it by an third party as a result of any damage or loss.
4. Christmas Display Solutions will not be held liable for an inability to fulfil its contractual obligations due to unexpected circumstances beyond its control. Such circumstances include COVID (and similar) related impacts as well as logistical and freight delays. In such circumstances the deposit paid by the client will remain non-refundable.

### Cancellation Policy

1. There is no general right to project cancellation and refunds.
2. Cancelling after the proposal has been formally confirmed, but before any preparation or orders placed, will result in a 25% cancellation fee.
3. Cancelling after the proposal has been formally confirmed and product preparation has begun or product orders placed, will result in a 50% cancellation fee.
4. Cancelling within 7 days of a scheduled installation or dismantlement date or a product delivery date will result in a 50% cancellation fee on the installation and dismantlement costs and 100% of any product or freight components.

### Copyright

1. Christmas Display Solutions holds the rights to all intellectual property for the concept proposed. The client shall not allow a third party to use any of the information contained in the proposal without prior written consent of the Managing Director of Christmas Display Solutions.
2. Please note that all images contained within this document may have been digitally enhanced and may not be to scale and must be considered as artists impressions only.

### General Information

1. While Christmas Display Solutions holds significant stock levels, proposals may contain product components which need to be ordered from overseas. Overseas orders are generally finalised by May each year. Early project approvals allow the best possible chance of securing the product and ensuring sufficient lead time for delivery and preparation. Late orders may need to be air-freighted at extra cost.
2. At the date of the proposal, the product quoted is theoretically available, unfortunately we cannot guarantee the exact specified product will be still available by the time the project is approved and we reserve the right to substitute a suitable alternative where feasible, in consultation with the client.
3. Christmas Display Solutions will not be held liable for product supply, delivery or installation failures when an unexpected, external event beyond its control has occurred and which prevents the company from performing its contractual obligations. CDs may need to claim force majeure relief in such circumstances.
4. At the date of the proposal, Christmas Display Solutions has the resources and capacity to undertake the project, however we book projects on a "first come first served basis" based upon date of client confirmation. In the gap of time between submitting the proposal and project approval, other clients might confirm their bookings and therefore Christmas Display Solutions might find itself unable to commit to the proposed project. We would advise of this situation as soon as possible and endeavour to seek alternative options if required.
5. Manufacturer warranties apply to many products within our ranges e.g. 10 year replacement warranty on all internal foliage, Christmas trees, garlands and wreaths. In addition, Christmas Display Solutions will replace or repair any defective product at no cost to the client within 12 months of delivery and aims for complete client satisfaction at all times.
6. Where the proposal includes items which are hired - a separate Hire Terms and Conditions document will be provided.
7. Christmas Display Solutions carries \$20million of public liability insurance and \$20million of product liability insurance as well as workers compensation insurance for all our staff.



**CHRISTMAS**  
DISPLAY\*SOLUTIONS

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limelightraustralia.com

Wednesday 12 March 2025

Kris Dunstan  
Director Environmental Services  
Temora Shire Council  
105 Loftus St, Temora, NSW, 2666

Hi Kris,

**Re: Tree Lighting Quotations AMENDED**

Further to our recent conversation, I am pleased to provide the following quotations, as requested.

**Quotation 1 - Large London Plane Tree**

MTX LED light fixtures RGBW / 24VDC / IP67 / 20 degree	3 of
IP67 LED Drivers to suit	3 of
DMX controller / DMX Splitter amplifier / Custom mount in IP rated enclosure	1 of
IP rated JBoxes for ELV ground mounted terminations (10 Pk)	1 of
Road freight	
<b>SUBTOTAL</b>	<b>7250.00</b>
<b>GST</b>	<b>725.00</b>
<b>TOTAL</b>	<b>\$7 975.00</b>

Professional & Decorative Lighting  
Audio Design • Sales • Installation  
Maintenance • Theatrical • Entertainment  
Leisure • Gaming • Architectural  
Landscape • Streetscape

Limelight Australia Pty Ltd ABN 62 108 388 638

Gold Licence 142600





5/270 Bondi Road, Bondi NSW 2026

0414 658 809

david@limelightraustralia.com

limelightraustralia.com

**Quotation 2 - Chinnese Elm Trees (4 of) - Fairy lights**

LED Fairy light Kit / 24VDC / IP67 / Warm White / 150 metres

Inc: 2 &amp; 3 way ELV Splitters / ELV Ext leads

4 of

IP67 LED Drivers to suit

4 of

Road freight

SUBTOTAL

6 250.00

GST

625 00

**TOTAL****\$6 875.00**

This Quotation is based upon supply only & is valid for a period of 10 business days, after which time it may be subject to review.

Limelight standard terms and conditions of project sale apply & include:

Official purchase order

40% deposit prior to commitment of stock or labour.

Balance in full upon dispatch & receipt of final invoice.

Kris, thank you for your time, should you require any further information, please contact me.

Kind regards,

David Felgar

[limelightraustralia.com](http://limelightraustralia.com)

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4/25, 8:07 AM

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Outdoor Solar Festoon Lights | Golden Arvo

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164 reviews

~~\$512.00~~

\$236.00

Solar Powered

10+ Hours of light output

Safe Shatterproof Bulbs

Premium long-lasting quality

Outdoor Weatherproof

IP65 Outdoor rated

Premium LED System

Eco-friendly ambience

1 Set

\$79.00 each

\$128.00-\$79.00 Total

2 Sets

\$69.00 each

\$256.00-\$138.00 Total

3 Sets

\$65.00 each

\$384.00-\$195.00 Total

4 Sets

\$59.00 each

\$512.00-\$236.00 Total

SKU: SLR-FST-10M-KIT-S14-CLR

Categories: Festoon Lights, Outdoor String Lights, Solar Garden Lights

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Outdoor Solar Festoon Lights | Golden Arvo

Solar Powered

10+ Hours of light output

Safe Shatterproof Bulbs

Premium long-lasting quality

Outdoor Weatherproof

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1 Set

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\$384.00-\$195.00 Total

4 Sets

\$59.00 each

\$512.00-\$236.00 Total

SKU: SLR-FST-10M-KIT-S14-CLR

Categories: Festoon Lights, Outdoor String Lights, Solar Garden Lights

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Item 4.6- Attachment 3

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**4.7 COMMUNITY ENERGY UPGRADES FUND ROUND 2 GRANT APPLICATION**

**File Number:** REP25/440  
**Author:** Town Planner  
**Authoriser:** Director of Environmental Services  
**Attachments:** Nil

**REPORT**

The Community Energy Upgrades Fund Round 2 is currently open to accept applications until Friday 13 June 2025. The Australian Government program provides co-funding for energy efficiency and electrification for Local Councils, to deliver reduced energy costs from local government owned and/or operated facilities. The program provides grants between \$25,000 and \$2,500,000 to cover up to 50% of eligible expenditure.

Eligible activities may include:

- load flexibility/demand management systems
- electrification upgrades
- energy efficiency upgrades
- rooftop solar systems with battery storage

Integrated projects that bring together several activities and encompass multiple sites are encouraged. Projects must be completed by 31 March 2028. The maximum project length is 24 months.

**Proposed project**

Council staff have identified the following projects which are eligible for funding under this program and may be combined to form a single application for funding under this program:

1. Temora Recreation Centre: 47.47kW system comprising 97 solar panels and 80.6kW of battery storage and a meter to allow selling to the electricity grid. The cost of this system is \$61,108 ex GST.
2. Temora Sewerage Treatment Plant: 39.9kw system comprising 84 solar panels and 78kW of battery storage, power factor correction and a meter to allow selling to the electricity grid. The cost of this system is \$161,707 ex GST.

In addition, the funding program allows for Council to seek funding for: \$10,000 to provide technical consultant advice, to prepare specifications for procurement, 10% contingency funding (\$23,281) and \$2,561 to provide funding for the independent audit of the grant program completion. This provides a total project cost of \$258,657. The program enables Council to seek funding for 50% of project delivery costs. Therefore, Council would seek funding for \$258,657, with Council to contribute \$129,328.63 in the 2026/27 FY.

If successful, the estimated annual savings created by the investment is \$31,259 annually in 2025 dollars, producing a simple payback on investment of 4.1 years. Net savings (savings – investment) over a 10-year period is expected to be \$178,259 in 2025 dollars.

**Integrated Planning and Reporting**

Theme 2: Providing local leadership

Strategy 2.1 A community with strong local leadership

Theme 4: Enjoying our beautiful environment

Strategy 4.5 A community that sustainably plans for its future

**Council Policy/Legislation**

REROC Regional Energy Efficiency and Net Zero Plan 2024-2028

**Options**

The Committee has the option to support that the grant application be submitted, or to determine that the grant application is not submitted.

**Budget Implications**

Council has \$80,000 of general funds allocated in the 2025/26 FY for the Temora Recreation Centre Solar Project.

It is proposed that if successful, the 2025/26 funds be scaled back to cover 50% of the cost associated with the Temora Recreation Centre (approximately \$45,000 in the 2026/27 FY) and that the remainder of funds required (approximately \$90,000) is sourced from Council's sewer fund reserves in 2026/27.

**Risk Implications**

There is a risk of increasing energy costs to Council if opportunities to save on energy costs are unable to be delivered.

**COMMITTEE RESOLUTION 31/2025**

Moved: Cr Rick Firman

Seconded: Cr Paul Mahon

That the Committee resolved to recommend that Council:

1. Support that the grant application be submitted to the Community Energy Upgrades Fund
2. Receive a future report if the application is successful, to confirm that acceptance of any funding.

**CARRIED**

***Report by Claire Golder***

**4.8 RATES PAYMENT OPTIONS - POST BILLPAY****File Number:** REP25/361**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** Nil**REPORT**

Council currently offers ratepayers several payment methods including:

- in person at the Council office (using cash, credit card or EFTPOS)
- over the phone to the Council office (using credit card)
- BPAY (payment initiated by ratepayer through their bank)
- BPAY View (extension of BPAY where rate notice is sent to internet banking with a prompt for payment)
- Post BillPay (ability to pay at Australia Post outlets)
- Direct Debit (Council initiated on a periodic basis, subject to signed agreement)

While not actively encouraged, Council will also accept payment directly into our bank account.

Council has recently received advice that the cost of providing Post BillPay will increase significantly.

Since May 2023, at the commencement of the current three-year agreement, Council has paid average annual transaction fees of \$3,500 on receipts totalling \$1,216,539.99 through 2,911 transactions. The new three-year agreement contains a minimum annual transaction fee of \$19,500. Officers have been advised by Australia Post that this fee will apply to all Councils and is essential for maintaining the network and infrastructure associated with Post BillPay Services.

It is noted that this will reduce the payment options for ratepayers, particularly residents of Ariaiah Park. Analysis of the transactions processed through Post BillPay revealed that of the 2,911 transactions, 233 were processed at Ariaiah Park Post Office. Officers reached out to neighbouring Councils and were advised that neither Junee nor Coolamon offer Post BillPay. Lockhart has recently decided to discontinue offering the service following the fee increase.

Considering Council's financial situation it is the recommendation of officers that Council not renew the contract with Australia Post for the provision of Post BillPay. Several payment options will still be available to ratepayers, as outlined above.

Should Council decide to discontinue offering Post BillPay, a communications campaign will be launched to inform ratepayers. Further, a flyer will be included with rate notices to ensure ratepayers are aware of the change.

**Integrated Planning and Reporting**

Community Strategic Plan Theme 2: Providing local leadership

Delivery Program Strategy 2.1: A community with strong local leadership

**Council Policy/Legislation**

This report has been prepared in line with Council's Financial Sustainability Strategy Principle 5 – cost effectiveness and efficiency.

**Options**

1. Discontinue with Post Bill Pay based on cost increases and launch a communications campaign for community awareness.
2. Continue using Post BillPay despite the annual increase in cost of approximately \$16,000 p.a.

**Budget Implications**

If Council continues to offer Post BillPay, the cost to Council will increase by approximately \$16,000 each year.

**Risk Implications**

Should Council discontinue the use of Post BillPay, residents will have one less payment option. Council may suffer reputational damage, and the balance of Council's outstanding rates may increase.

If Council continues to use Post BillPay, Council's financial situation will deteriorate, and will not be in line with Council's financial sustainability strategy.

Cr Nigel Judd declared a pecuniary interest in relation to item REP25/361, due to being the owner of the Arianh Park Post Office.

Cr Nigel Judd left the meeting at 2:50pm and took no further part in the discussion.

**COMMITTEE RESOLUTION 32/2025**

Moved: Cr Belinda Bushell

Seconded: Cr Rick Firman

That the Committee recommend that Council discontinue use of Post BillPay from 1 July 2025 and launch a communications campaign to inform ratepayers.

**CARRIED**

***Report by Elizabeth Smith***

Cr Nigel Judd returned to the meeting at 2:56pm.

**4.9 IPART REVIEW OF VALUER GENERAL PRICES**

**File Number:** REP25/436  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

**REPORT**

The Committee received a report in November 2024 in relation to a review of the Valuer General Pricing Proposal being undertaken by IPART. Following the November 2024 meeting, Council officers prepared and lodged a submission, objecting to the pricing proposal under which Council's valuation services would have increased from \$9.16 to \$11.62 per valuation.

Following the consultation period, IPART released their final report on 30 May 2025 which has set the maximum price that the Valuer General can charge Councils for providing land valuation services at \$7.93 per valuation across all Councils. This will apply, adjusted for inflation, for 4 years from 1 July 2025 to 30 June 2029.

The full IPART report is available at the following address:

[https://www.ipart.nsw.gov.au/documents/final-report/final-report-review-valuer-general-prices-local-government-2025-may-2025?timeline\\_id=17415](https://www.ipart.nsw.gov.au/documents/final-report/final-report-review-valuer-general-prices-local-government-2025-may-2025?timeline_id=17415)

**Integrated Planning and Reporting**

Strategy 2.1 A Community with strong local leadership

Strategy 2.4 A Community that speaks up and advocates for itself.

**Council Policy/Legislation**

Local Government Act 1993

**Options**

Nil

**Budget Implications**

The reduction in price will result in a saving to Council of \$1.23 per valuation or a total of approximately \$4,800.

**Risk Implications**

Nil

Kris Dunstan Director of Environmental Services left the meeting at 2:56pm

**COMMITTEE RESOLUTION 33/2025**

Moved: Cr Rick Firman

Seconded: Cr Belinda Bushell

It was resolved that the Committee recommend that Council receive and note the report  
AND FURTHER

That Council write a letter of thanks to the Chair of IPART.

**CARRIED**

***Report by Elizabeth Smith***



**4.10 ELECTRIC VEHICLE FLEETS INCENTIVE GRANT APPLICATION**

**File Number:** REP25/437  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

**REPORT**

Council's 2025/26 budget includes an allocation of \$70,000 to purchase an electric vehicle (EV) for Pinnacle Community Service's Community Transport program which is to be funded by Pinnacle internally restricted reserves.

Officers have determined that a Kia EV5 is the most suitable vehicle available, noting the requirements of Pinnacle clients who may have impaired mobility.

Officers recently became aware of funding available under the Department of Climate Change, Energy, the Environment and Water's Drive Electric NSW EV Fleets Incentive, which is currently offering funding of \$11,000 to support the purchase of electric vehicles and charging ports. The funding is conditional upon Council taking ownership of the vehicle by 10 June 2025. If Council is unable to secure the vehicle by this date the funding amount is reduced to \$6,200 until 30 June 2025.

The total cost of the vehicle including charging port is estimated to be \$64,166. The purchase price of a Kia EV5 has been quoted at \$57,371, the charging port \$3,795 with an additional \$2,000 to \$3,000 required for installation. By moving the purchase of the vehicle to the current financial year, Council officers have been able to secure funding which will not be available in 2025/26.

Council officers applied for the funding on 27 May 2025 and were advised on 30 May 2025 that the application was successful. In response to this advice, Council officers have accepted the funding on Council's behalf.

**Integrated Planning and Reporting**

Strategy 1.1 A Community with appropriate services and care for our ageing population and people with a disability.

Strategy 4.3 A Community that strives to minimise its environmental impacts.

**Council Policy/Legislation**

Financial Sustainability Strategy – Revenue Diversity and Stability. Council to strategically pursue grants and other external funding.

**Options**

1. Council confirm the decision of officers to accept the funding to support the purchase of the EV, bringing forward expenditure budgeted in next year.
2. Council decline the funding and defer vehicle purchase to next year, as budgeted.

**Budget Implications**

By confirming the decision of officers and accepting the funding, there will be an additional capital cost in Council's current year budget of up to \$64,166 which will be partially offset by grant funding

of \$11,000. There will be a saving of \$70,000 in Council's 2025/26 budget. The net cost will be funded from Pinnacle internally restricted reserves.

**Risk Implications**

There is a risk that the vehicle will not be delivered by 10 June, resulting in a lower than anticipated funding amount. If Council does not support the application for funding, there is a risk that Council may be perceived to be making decisions which are inconsistent with its recently adopted Financial Sustainability Strategy.

**COMMITTEE RESOLUTION 34/2025**

Moved: Cr Belinda Bushell

Seconded: Cr Rick Firman

That the Committee recommend that Council:

1. Endorse actions of Senior Staff
2. Accept the funding to support the purchase of an electric vehicle for Pinnacle Community Services Community Transport service in the current financial year.

**CARRIED**

***Report by Elizabeth Smith***

**4.11 SAFER LOCAL ROADS AND INFRASTRUCTURE PROGRAM (SLRIP) - TRANCHE 3****File Number:** REP25/439**Author:** Engineering Technical Officer**Authoriser:** Engineering Asset Manager**Attachments:** Nil**REPORT**

Funding of at least \$200 million per year is available under the Australian Government's Safer Local Roads and Infrastructure Program (SLRIP). Applications are currently open for Tranche 3, closing 30 June 2025. The Program has been created as part of the Australian Government's commitment to strengthen investment to support the delivery of safer and more productive roads across Australia.

**Eligibility Criteria**

Projects must meet all eligibility requirements detailed below:

- Directly address one or more focus areas:
  - Road safety
  - Productivity
  - Bridge renewal
  - Road resilience
  - Road sustainability
  - Heavy vehicle rest area
- Be for construction on an existing or proposed road
- Be on a public road
- Be a whole and complete project

**Financial Contribution**

For projects submitted by LGAs, the Program will contribute up to 80% of the total project cost for projects located in regional and remote areas, and up to 50% of the total project cost for projects located in urban areas, up to the cap of \$5 million per project.

**Tranche 1 and 2**

In line with a Council resolution, the following applications were submitted under Tranche 1 of the SLRIP but were unsuccessful. The projects were resubmitted under Tranche 2, with outcomes expected to be announced in late June or early July.

PROJECT	CO- CONTRIBUTION REQUIRED	PROJECT COST ESTIMATE
Morangarell Road Concrete Causeway upgrade (Shoards)	\$163,100	\$815,500

McLeods Lane Concrete Causeway Renewal (Mirrool Creek)	\$220,000	\$1,100,000
Fergusons Road Concrete Causeway Upgrade	\$163,100	\$815,500

### Tranche 3

An application has been drafted for a new proposed project under Tranche 3, being the widening of Bushells Road (segment 2) to a 7m seal on a 10-12m pavement, including culvert widenings. The project is estimated to cost \$700,000 with a co-contribution of \$140,000 (20%).

Projects are only required to commence within 24 months of the funding being issued, with construction to be completed within 36 months. As such, funding would likely be required within the 2027/28 and 2028/29 financial years, dependent on when funding is announced.

### Co-contribution Guidelines

As per the funding guidelines, when an application is submitted all funding co-contributions must be secured and evidence of this supplied with the application.

### Integrated Planning and Reporting

CSP Theme: 3. Building a Strong Local Economy

Delivery Program Strategy 3.8 A community with a transport network that enables economic and social outcomes

### Council Policy/Legislation

Temora Shire Council Budget 2027/28 and 2028/29.

### Budget Implications

As per co-contribution detailed in the report, pending a successful grant application.

### Risk Implications

There is a risk that Council may commit to the co-contribution but be unable to meet the requirement when needed.

Conversely, there is a risk that if Council do not endorse the application, it may forgo an opportunity to secure external funding for an asset upgrade.

Kris Dunstall Director of Environmental Services returned to the meeting at 3:06pm

Cr Belinda Bushell declared a non-pecuniary interest in relation to item REP25/439, and no reason was given.

**COMMITTEE RESOLUTION 35/2025**

Moved: Cr Paul Mahon

Seconded: Cr Ken Smith

That the Committee recommend to Council to endorse the proposed application to undertake the widening of Bushell's Road (segment 2) to a 7m seal on a 10-12m pavement, including culvert widenings.

**CARRIED**

***Report by Amanda Colwill***

**5 CONFIDENTIAL REPORTS****COMMITTEE RESOLUTION 36/2025**

Moved: Cr Rick Firman

Seconded: Cr Nigel Judd

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 3:06pm:

**5.1 Temora Soccer Club - Capital Improvements Proposal**

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.

**5.2 Temora Airfield Tourist Park**

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

**5.3 Gravel request Antique Car Club**

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

**5.4 Sundry Debtors - Write Offs 2025**

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

**CARRIED**

**COMMITTEE RESOLUTION 37/2025**

Moved: Cr Paul Mahon

Seconded: Cr Ken Smith

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

**CARRIED**

**6        CLOSE MEETING**

The Meeting closed at 3:28pm.

This is the minutes of the Assets & Operations Committee meeting held on Tuesday 10 June 2025.

.....  
**GENERAL MANAGER**

.....  
**CHAIRMAN**

**8.2 MINUTES OF THE ECONOMIC DEVELOPMENT AND VISITATIONS COMMITTEE MEETING  
HELD ON 10 JUNE 2025**

**File Number:** REP25/462

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Minutes of the Economic Development and Visitations Committee  
Meeting held on 10 June 2025

**RECOMMENDATION**

It is recommended that the reports be received.

It is recommended that the reports and recommendations as presented be adopted.





**Date:** Tuesday, 10 June 2025  
**Time:** 3:42pm  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **Economic Development and Visitations Committee Meeting**

**10 June 2025**

Order of Business

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6	Close Meeting .....	12

**MINUTES OF TEMORA SHIRE COUNCIL  
ECONOMIC DEVELOPMENT AND VISITATIONS COMMITTEE MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON TUESDAY, 10 JUNE 2025 AT 3:42PM**

**PRESENT:** Cr Rick Firman (Mayor), Cr Nigel Judd (Chair), Cr Graham Sinclair (Deputy Mayor), Cr Belinda Bushell, Cr Ken Smith, Cr Anthony Irvine (Observer) (arrived 3:47pm)

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

**1 OPEN MEETING**

3:42pm

**2 APOLOGIES**

Nil

**3 DISCLOSURES OF INTEREST**

Councillor/Officer	Item	Nature of Interest	How Managed
Cr Belinda Bushell	REP25/441	Non pecuniary	Stayed in Meeting

## 4 REPORTS

### 4.1 ECONOMIC DEVELOPMENT UPDATE

**File Number:** REP25/441

**Author:** Economic Development Manager

**Authoriser:** Director of Administration & Finance

**Attachments:** Nil

#### REPORT

The purpose of this report is to provide an update on key initiatives of the Economic Development function.

##### 1. Canola Trail – Membership Launch and Marketing Campaign

Following the success of the Hello Yellow campaign, the Canola Trail is now transitioning to a membership-based model to support long-term marketing and collaboration.

#### Progress:

- Membership prospectus finalised and launched across the three participating LGAs.
- Tourism operators and council staff briefed via coordinated communications.
- Regional PR Co re-engaged for a three-month flowering season campaign aligned to available budget.
- Planning is underway for flowering season launch activities.

Membership uptake now underway with a view to having members confirmed by the end of June ready for the new financial year. Marketing campaign activities are being aligned with seasonal travel patterns and media engagement opportunities.

##### 2. RDRP Projects – Implementation Across Six Strategic Areas

In partnership with Bland Shire, Temora Shire Council is delivering six initiatives funded under the Regional Drought Resilience Plan (RDRP) to improve long-term community, environmental and economic resilience.

#### Progress Highlights:

- **Vacant Homes Project:** This project aims to better understand and address the causes of residential vacancy in Temora and Bland Shires.
  - Using local rates and water usage data, 242 potentially vacant homes have been identified in Temora Shire and 169 in Bland Shire.
  - A photographic and condition-based database has been created to assess habitability.
  - A letter and questionnaire are being finalised for distribution to viable property owners to explore reasons for vacancy and potential barriers to occupancy.
  - Engagement with real estate agents and solicitors will hopefully provide further insight into contributing factors.

- **Spend Data Project:** Working with SpendMapp to analyse local historic and current expenditure patterns and identify how businesses are most likely to be impacted by drought.
  - Subscription to data service commenced and RDA Riverina engaged to conduct data analysis for 2019 drought.
  - Information sharing of current spending data commenced through monthly email distribution to businesses.
- **Volunteer Engagement:** Supporting community groups to be more sustainable.
  - Database of community organisations updated.
  - Survey of community groups undertaken and initial response analysis commenced.
  - Preliminary engagement of suppliers of training for community organisations to address common challenges.
  - My Community Directory configured ready for roll out to community organisations and businesses as a self-managed directory, similar to DirectMe.
- **HR Support:** The development of a framework to support businesses with HR compliance, and the attraction and retention staff.
  - **Think Regional engaged following selective tender process.**
  - Workshops planned for 25<sup>th</sup> and 26<sup>th</sup> June to engage business and other stakeholders in issue identification as well as the provision of some fundamental HR training.
- **The Resilience Project:** The roll out of a school based program that instils practices of gratitude, empathy and mindfulness to improve well-being and resilience.
  - Delivery of the program throughout all schools in Temora Shire.
  - Planning underway for community events in Spring.
- **Water Efficiency Project:** Identification of opportunities to improve water use efficiency in public spaces.
  - Contractor engaged by Bland Shire Council and analysis commenced.
  - Findings will be shared with Temora Shire Council to consider adopting relevant lessons learned.

### 3. Welcoming Clubs Workshops

Two Welcoming Clubs workshops were held in Temora in late May, and funded as part of the former NSW GROW Program initiative to build inclusive communities across the Riverina. One session was targeted at local community and sporting groups, and the second was delivered to Council staff.

Objectives:

- Build awareness of inclusive practices among community leaders and council staff.
- Help participants reflect on how their own values and behaviours may unintentionally exclude others.
- Equip attendees with simple, practical tools to create more welcoming environments in their organisations.

#### **Community Session (26 May 2025 – Temora Memorial Town Hall Theatre):**

Approximately 20 representatives from a wide range of local community organisations attended, including:

- SCC Auxiliary
- Hospital Auxiliary
- Pinnacle Community Services
- SES NSW Temora
- Temora Gliding Club
- Temora Rotary Club and Rotary Club of Murrumburrah Harden
- Friends of Temora Shire Cemeteries
- Intereach
- Australian Red Cross
- Temora Pistol Club
- Temora Town Hall Theatre Film Club
- U3A

Participants engaged in self-reflective exercises and group discussions to explore how their groups could better attract and retain diverse volunteers across gender, age, ability, and cultural background.

#### **Council Staff Session (27 May 2025):**

Delivered as part of Council's internal staff development program, the workshop aligned with feedback from the 2024 Staff Engagement Survey, which highlighted the need for a more inclusive and supportive workplace culture.

#### **Outcomes and Benefits:**

- Raised awareness of unconscious barriers to participation across community and council settings.
- Reinforced Council's commitment to inclusivity as both a workplace and a community leader.
- Strengthened partnerships with Welcoming Australia and positioned Temora as a proactive participant in regional inclusion efforts.

#### **Integrated Planning and Reporting**

The initiatives in this report align with the following actions in the Community Strategic Plan.

#### **Theme 1: Enhancing Our Quality of Life**

- 1.1.2: Provide a range of housing and support options for older people and people with disability.
- 1.2.3: Provide opportunities for our residents to maintain good mental health.
- 1.3.2: Provide safe places and opportunities for young people to develop a sense of identity, self-worth, confidence, belonging, and achievement through social activities.
- 1.6.1: Provide opportunities for intergenerational activities that promote safety, respect and understanding.

#### **Theme 2: Providing Local Leadership**

- 2.3.1: Promote and enable opportunities for our community members to volunteer their services to achieve community outcomes.
- 2.3.2: Provide training to volunteer committees to support them in their role.

#### **Theme 3: Building a Strong Local Economy**

- 3.2.4: Encourage and support our businesses to grow and attract new businesses into the Shire.

- 3.3.1: Advocate for skills development and education opportunities that support local industries.
- 3.4.1: Attract social and affordable housing investment to meet the needs of local families and retirees.
- 3.4.3: Promote investment in a range of housing stock to create rental opportunities.
- 3.5.1: Utilise research and partnerships to support farmers to be resilient.
- 3.5.2: Create opportunities and incentives to attract and retain an agricultural workforce.
- 3.7.2: Promote Temora Shire's unique tourist offerings as part of the Riverina visitor destination.
- 3.7.3: Showcase Temora's rich history to entice visitors to our Shire.

**Theme 4: Enjoying Our Beautiful Environment**

- 4.3.4: Conserve and responsibly use our precious water resources.
- 4.5.1: Strategically plan for land use to meet social, economic and environmental needs

**Council Policy/Legislation**

N/A

**Options**

N/A

**Budget Implications**

N/A

**Risk Implications**

N/A

Cr Anthony Irvine arrived at the meeting at 3:47pm

Cr Belinda Bushell declared a non-pecuniary interest in relation to item REP25/441, due to being an employee of Bland Shire Council.

**COMMITTEE RESOLUTION 17/2025**

Moved: Cr Graham Sinclair

Seconded: Cr Rick Firman

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

**CARRIED**

***Report by Craig Sinclair*****4.2 TEMORA AIRPARK ESTATE RESIDENT AND INDUSTRY ATTRACTION TASKFORCE**

**File Number: REP25/366**



**Author:** Economic Development Manager  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

## **REPORT**

This report outlines a proposal to establish a Temora Airpark Estate Resident and Industry Attraction Taskforce to support the continued growth and economic development of the Temora Airpark Estate. The initiative seeks to leverage the networks, experience, and passion of current residents, in collaboration with Council, the developer, and sales agent, to attract new residents and aviation-related businesses.

### **Background**

Temora Airpark Estate is a residential and light aviation precinct adjacent to the Temora Aerodrome. Phase 1 of the estate includes 32 lots, with a future Phase 2 planned on the former saleyards site to deliver an additional 28 lots. As part of ongoing efforts to activate the precinct and support economic growth through aviation and related industries, a resident-led taskforce is proposed.

This taskforce would be comprised of:

Resident representatives from the Airpark Estate

Council representatives (Economic Development and Planning)

Developer (M&S Brennan Property Developments)

Sales agent (McGrath Riverina)

The purpose of the taskforce is to coordinate targeted investment attraction activities, including marketing, business engagement, and peer-to-peer promotion through aviation networks.

### **Integrated Planning and Reporting**

This proposal aligns with several strategic directions and priorities articulated in Council's integrated planning and reporting (IP&R) framework, particularly the Community Strategic Plan: Temora Tomorrow (2022).

The project supports the objectives outlined under Theme 3: Building a Strong Local Economy, especially:

- 3.6.1: Promote and provide opportunities for recreational flying from Temora Aerodrome
- 3.6.3: Investigate and plan for new aviation opportunities in Temora that cater for residents and aviators
- 3.2.4: Encourage and support our businesses to grow and attract new businesses into the Shire to create employment growth
- 3.7.2: Promote Temora Shire's unique tourist offerings as part of the Riverina visitor destination

Furthermore, the Temora Aerodrome Master Plan (2019) outlines a future vision for coordinated development of the Airpark Estate and associated aviation infrastructure, with an emphasis on improving recreational and commercial aviation opportunities, strategic land use, and infrastructure investment. This proposal directly supports those outcomes and responds to the master plan's recommendation to facilitate airside development and diversify aerodrome use.

### **Council Policy/Legislation**

There are no direct legislative requirements or Council policies impacted by the establishment of the taskforce. The group would operate as an informal advisory body with no delegated authority. Any matters requiring formal decision-making or funding would continue to be reported to Council through existing processes

### **Options**

#### **1. Form the Taskforce under the Economic Development Committee (Recommended)**

Establish the taskforce as a sub-committee of the Economic Development Committee. This option would allow for structured reporting to Council and could include a representative from the Aerodrome Users Committee to ensure alignment and avoid duplication.

#### **2. Refer the proposal to the Aerodrome Users Committee**

This option would see the existing Aerodrome Users Committee take carriage of the initiative. However, there is a risk that the taskforce could become a duplication of the committee's work, rather than a resident-driven promotional effort focused on land sales and business attraction.

#### **3. Do not proceed with the proposal**

This would forgo a low-cost, high-value opportunity to involve the community in place activation and economic attraction.

### **Budget Implications**

No direct funding is required to establish or operate the taskforce. Council support will be provided through existing staff time. Minor costs associated with marketing collateral or event

promotion may be absorbed through the existing Economic Development budget or shared with taskforce partners.

**Risk Implications**

Risks are considered low. The taskforce is advisory in nature and has no decision-making authority. Risks will be mitigated by:

- A clear Terms of Reference
- Regular reporting through Council channels
- Ensuring confidentiality and conflict of interest provisions are followed

**COMMITTEE RESOLUTION 18/2025**

Moved: Cr Rick Firman

Seconded: Cr Belinda Bushell

That the Committee resolved to recommend to Council to agree in principle to the formation of the Temora Airpark Estate Resident and Industry Attraction Taskforce as a sub-committee of the Economic Development Committee, including a representative from the Aerodrome Users Committee.

AND FURTHER

That a further report including a Terms of Reference be presented to the Committee for further consideration.

**CARRIED**

***Report by Craig Sinclair***

**5 CONFIDENTIAL REPORTS****COMMITTEE RESOLUTION 19/2025**

Moved: Cr Belinda Bushell

Seconded: Cr Graham Sinclair

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 4:09pm:

**5.1 Economic Development Update**

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 20/2025**

Moved: Cr Graham Sinclair

Seconded: Cr Belinda Bushell

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

**CARRIED**

6        CLOSE MEETING

The Meeting closed at 4:20pm.

This is the minutes of the Economic Development and Visitations Committee meeting held on Tuesday 10 June 2025.

.....  
GENERAL MANAGER

.....  
CHAIRMAN

**9        DELEGATES REPORTS**

## 10 MAYORAL REPORT

### 10.1 MAYOR'S REPORT - MAY 2025

**File Number:** REP25/438  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

#### REPORT

**1<sup>st</sup> May** – It was an honour – as Chairman of the Temora Zone Red Shield Appeal Committee, to have joined Aux Lt Caleb Smith, Area Captains, Student Leaders and Guests for our official launch of the Red Shield Appeal 2025. Major Gary Masters came from head office in Sydney to carry out the official opening. As a significant surprise, Major Masters announced that Temora Zone communities are the most generous, per head of population, in all of Australia. This is something we can all be proud of.

- I had meetings with LGNSW President (Mayor Phyllis Miller OAM) and the Deputy Chairman of Country Mayors Association of NSW (CMA - Mayor Russell Fitzpatrick – Bega Valley).

**2<sup>nd</sup> May** – I attended Council Chambers.

- I had teleconferences with the Mayors of Bega Valley, Singleton, Lachlan, Dubbo and Tamworth. As well as Chief Executive of Riverina Eastern Regional Organisation of Councils (REROC – Mrs Megan Mulrooney) and Secretariat of CMA (Mr Gary Fry) and NSW Local Government Minister's Senior Policy Advisor (Mr Brendan Byron).

**5<sup>th</sup> May** - I had meetings with Chairman of the NSW Grants Commission (Ms Linda Scott).

- I had a teleconference with the Mayors of Orange City and Bega Valley.
- I chaired a meeting of the Temora Local Health Advisory Council. The plans for our new Temora District Hospital are coming along very well, with Hospital Manager – Mrs Wendy Skidmore leading from the front.
- The Deputy Mayor (Cr G P Sinclair) and I attended a meeting of the Temora & District Education Fund Premier's dinner sub-committee meeting.

**6<sup>th</sup> May** – Councillors, Senior Staff and I attended Council Committee Day. This was held in Aria Park and the hospitality extended to Council was warm...and delicious...

Thanks to Cr N A Judd OAM and those that assisted him to arrange our Committee Day.

**7<sup>th</sup> May** – The General Manager (Ms M K Boxall) and I went to Sydney's Parliament House for a series of meetings with NSW Treasurer (The Hon Daniel Mookhey MLC) & NSW Shadow Police Minister (The Hon Paul Toole MP).

- I attended the NSW Joint Organisation/Regional Organisation of Councils Chairmen's Network meeting, with NSW Local Government Minister (The Hon Ron Hoenig MP) as the special guest speaker.
- Cr Narelle Pellow-Djukic represented Council at the Temora View Club 50<sup>th</sup> Anniversary Dinner.
- The General Manager (Ms Boxall) and I attended a dinner with special guests being our LGNSW President (Mayor Phyllis Miller OAM) and Chief Executive (Mr David Reynolds).



**8<sup>th</sup> May** – The General Manager (Ms Boxall) and I attended the LGNSW Rural & Regional Summit. This was one of the best held.

- The General Manager (Ms Boxall) and I attended a meeting with our NSW Premier, (The Hon Chris Minns MP), NSW Minister for Local Government (The Hon Ron Hoenig MP) and NSW Minister for Regional Health (The Hon Ryan Park MP). This is in our respective capacities as Chairman and Secretary of Country Mayors Association of NSW (CMA). These were very positive meetings.
- The Board of CMA and I, together with CMA Member Mayors were hosted for a President's reception at NSW Parliament House. The NSW Legislative Council President (The Hon Ben Franklin MLC) and his staff were tremendous hosts.

**9<sup>th</sup> May** – The General Manager (Ms Boxall) and I attended the CMA meeting at NSW Parliament House in our respective capacities as Chairman and Secretary of CMA. We were joined by CMA Board members, Mayors & GMs across our 92 Member Rural, Remote & Regional Councils. The theme was Health, with our NSW Regional Health Minister being among the special guest speakers.

**12<sup>th</sup> May** – As Chairman of the Temora Local Health Advisory Council (LHAC), I represented members at an afternoon tea in honour of our Temora District Hospital Nurses & Midwives. This ceremony was to present awards to outstanding nominees during International Day of the Nurse & Midwife. Well done to Temora District Hospital Manager (Mrs Wendy Skidmore) and all our team for making Temora Hospital the very best!

- I chaired a meeting of the Temora Zone Red Shield Appeal Area Captains. RSA Director (Aux Lt Caleb Smith) and I couldn't be prouder of our Area Captains and the effort they and our volunteer collectors put into our RSA.
- I had meetings with the Secretariat of NSW Country Mayors Association (Mr Gary Fry) and Policy Advisor (Mrs Julie Briggs).

**13<sup>th</sup> May** – I had a meeting with the Riverina Eastern Regional Organisation of Councils (REROC) Treasurer (Mr Tony Donoghue PSM) and Chief Executive (Mrs Megan Mulrooney).

- I chaired a meeting of the Temora & District Education Fund's Debutante of the Year Ball committee. They're a terrific group of ladies dedicated to maintaining this special Temora Shire tradition.
- I had teleconferences with Mayors of Bega Valley, Tamworth, Cootamundra-Gundagai and Bland Shires.
- I had a teleconference with the Chairman of the NSW Grants Commission (Ms Linda Scott).

**15<sup>th</sup> May** – The Deputy Mayor (Cr G P Sinclair) and I attended an Executive meeting with Temora Shire Council General Manager (Ms Boxall) and Director of Administration & Finance

- Councillors, the General Manager (Ms Boxall), Senior Staff and I attended our formal Council meeting.

**16<sup>th</sup> May** – I chaired a meeting of the NSW Country Mayors Association Board.

- I attended a meeting of the NSW Local Government Boundaries Commission re: Cootamundra-Gundagai Regional Council De-Merger proposal.
- I was honoured to have been part of the official party at the Temora Catholic Debutante Ball. Council and the Temora Shire community extend warm congratulations to the lovely debutantes and their partners.

**17<sup>th</sup> May** – Cr N A Judd OAM represented Temora Shire at the annual Aria Park Anglican Debutante Ball. Both Cr & Mrs Judd reported a lovely evening with the debutantes, flower girls and page boys.

**19<sup>th</sup> May** – I had a series of teleconferences with LGNSW President (Mayor Miller), Mayors of Bland (Mayor Monaghan), Cootamundra-Gundagai (Mayor McAlister) & Orange City (Mayor Mileto), and Minister Hoenig's Senior Advisor (Mr Byron).

**20<sup>th</sup> May** – I flew out to Sydney.

**21<sup>st</sup> May** – I attended a meeting of the NSW Regional health Ministerial Advisory Panel. Held at the NSW Ministry for Health headquarters in Sydney.

**22<sup>nd</sup> May** – I had a minute with the Mayor video with Aux Lt Caleb Smith (Temora Salvation Army Corp Leader) re: Red Shield Appeal Weekend.

- As part of acknowledging our cherished Temora Shire Volunteers, we hosted a Mayoral Morning Tea. As the old saying goes, 'There's nothing stronger than the heart of a volunteer'.
- I chaired a meeting of the Temora & District Education Fund Board.

**23<sup>rd</sup> May** – I had a Zoom meeting with the CEO of REROC (Mrs Mulrooney) and our new Secretary.

- Councillors, Senior Staff and I hosted a roundtable discussion with our State Member for Cootamundra, Ms Steph Cooke MP. We're certainly blessed to have such an outstanding State MP working hard for us all.
- It was an honour to have jointly officially open the new Lake Centenary Pedestrian Bridges alongside Ms Cooke and The Hon Stephen Lawrence MLC. We were joined by Councillors, Staff and Citizens to witness the official opening of these terrific bridges, made by Cleverdon's Steel Construction. Congratulations to all involved with this project.

**26<sup>th</sup> May** – I had a meeting with the NSW Local Government Boundaries Commission re: Cootamundra-Gundagai Regional Council and Snowy Valleys de-merger proposals.

**27<sup>th</sup> May** – I chaired a meeting of the NSW Country Mayors Association Executive Board. The Secretary of CMA (General Manager, Ms Boxall) was also in attendance.

**28<sup>th</sup> May** – I had a series of interviews with media re: Rural Fire Service NSW Parliamentary Inquiry.

**30<sup>th</sup> May** – I had a series of teleconferences and interviews re: NSW parliamentary reports into rural crime, rural health and RFS (Rural Fire Service).

### **Integrated Planning and Reporting**

N/A

### **Council Policy/Legislation**

N/A

### **Options**

N/A

**Budget Implications**

N/A

**Risk Implications**

N/A

**RECOMMENDATION**

It is recommended that the Mayor's report be noted.

***Report by Mayor Rick Firman***

**11      STAFF REPORTS**

**12 GENERAL MANAGER****12.1 CALENDAR OF EVENTS - JUNE 2025**

**File Number:** REP25/410  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT****JUNE 2025**

10	Committee Meetings
11/12	CMA Meeting - Orange
19	Council Meeting
20	REROC – Wagga
24	Regional Forum – Canberra
25	Greyhounds – Mayors Cup

**JULY 2025**

8	Committee Meetings
17	Council Meeting

**AUGUST 2025**

4	Mayors Public Speaking Challenge – Town Hall
4-8	Local Government Week
7/8	CMA Meeting - Sydney
12	Committee Meetings
21	Council Meeting
22	REROC - Wagga

**RECOMMENDATION**

It is recommended that the Calendar of Events be noted.

**12.2 SEALS - JUNE 2025**

**File Number:** REP25/433  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

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

- Department of Climate Change, Energy the Environment and Water – Funding Deed – Drive electric NSW EV fleets incentive
- Department of Health & Aged Care – Support at Home and New Aged Care Act Transition Support 2024-2025
- Department of Planning, Housing and Infrastructure – Funding Agreement - A Fresh Start for Local Government Apprentices, Trainees and Cadets Grant Program
- NSW Treasury Corporation – Loan Agreement (Fixed Rate Loans)

**RECOMMENDATION**

It is recommended that Council endorse the Seal being affixed to the above document.

***Report by Melissa Boxall***

**12.3 PUBLIC ACCOUNTS COMMITTEE REPORT - ASSETS, PREMISES AND FUNDING OF THE NSW RURAL FIRE SERVICE**

**File Number:** REP25/417  
**Author:** General Manager  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

The Public Accounts Committee's report on *Assets, premises and funding of the NSW Rural Fire Service (RFS)* was tabled on 27 May 2025. The [report](#) can be found on the [Committee's webpage](#), together with other documents associated with the inquiry.

Council has consistently taken the strong position that it does not control RFS assets and has lobbied through REROC, Country Mayors Association of NSW and LGNSW for a review of the Rural Fire Act including contributing to submissions made to the Public Account Committee's inquiry. Council noted its concerns with the 2023 OLG Code of Accounting Practice at the 18 April 2024 Council Meeting and has also resolved that these assets should not be recognised in financial statements, resulting in qualified audit opinions in the 2021/2022 and 2022/2023 financial years.

The Public Accounts Committee found that the current arrangements where the RFS exercise operational control over the Red Fleet but ownership rests with Councils have created substantial inefficiencies, administrative duplication, legal ambiguity and audit complications. The Committee's Report states that it received no evidence supporting the continuation of councils' ownership of the Red Fleet.

In summary, the key recommendations of the Report are:

- Transferring ownership of the Red Fleet assets to the RFS.
- Amending the Rural Fires Act 1997 to recognise that the NSW RFS is responsible for the maintenance and repair of Red Fleet assets. This means that councils would no longer pay for maintenance and repair.
- A comprehensive review of the Rural Fires Act.
- Amending the Rural Fires Act to clarify that the NSW RFS has primary responsibility for bush fire mitigation and hazard reduction, with councils playing a supporting role.
- The NSW Government to review the mechanism for council contributions and overall funding for the RFS as part of the ongoing reform of emergency services funding or another appropriate mechanism.



- Amending the Rural Fires Act so that the NSW RFS is responsible for the provision of new premises in the future.

The Government must respond to the Committee's recommendations within six months of the report being tabled.

### **Integrated Planning and Reporting**

Community Strategic Plan Theme 2: Providing local leadership

Delivery Program 2.1: A community with strong local leadership

### **Council Policy/Legislation**

Rural Fires Act 1997

### **Options**

N/A

### **Budget Implications**

As Council has not recognised Red Fleet as assets of Council, there will be no budgetary impact in relation to depreciation of Red Fleet. However, Council can be left out of pocket if the cost of maintenance and repair of the red fleet and property assets exceeds the allocation provided to Council for that purpose. In the 2024 financial year, this equated to \$22,000. Further, depreciation expense in respect to premises, which Council does account for as assets, for the 2024 financial year was \$31,627.35.

### **Risk Implications**

N/A





## **RECOMMENDATION**

It is recommended that Council receive and note the Report.

***Report by Melissa Boxall***

**12.4 TEMORA FLYERS INC YOUTH IN AVIATION - EVENT APPLICATION AND REQUEST FOR COUNCIL ASSISTANCE****File Number:** REP25/408**Author:** Environmental Secretary**Authoriser:** General Manager

**Attachments:**

1. Event Application [↓](#) 
2. Temora Flyers Inc - Request for funding assistance [↓](#) 
3. Temora Flyers Inc - Media Release [↓](#) 
4. Event Site Plan [↓](#) 

**REPORT**

Council has received an event application in conjunction with a road closure application from the Temora Flyers Inc for the Temora Flyers Youth in Aviation Event “Empowering the Next Generation”.

The event will feature:

- Young Eagle Flights: Free introductory flights for young participants
- Static Displays: A variety of aircraft and aviation technology on display
- Careers Expo & Stalls: A platform for connecting youth with industry professionals
- Aerial Displays: Thrilling sky performances
- Food & Drinks: Available throughout the day

The event organiser confirmed yesterday that over 100 tickets have already been sold, with a target attendance of 500.

Matt Hall Racing, Paul Bennet Airshows, and Freedom Formation are all confirmed to attend, generously providing aerobatic airshow displays at no cost to the organiser. The estimated value of their contribution is approximately \$50,000.

There are a confirmed number of 12 stall exhibitors, 6-8 food vendors and around 20 aircraft on ground for display.

Noting that the road closure application will be reported to the July Traffic Committee Meeting for approval and that an updated copy of public liability insurance has been requested for Council records.

**Budget Implications**

The Temora Flyers Inc have asked for Council assistance in the following areas:

- Monetary donation
- Campground for parking
- Access to electricity from the caravan park
- Access to caravan park amenities
- 5x event bins (additional to what is around the facility)
- Access to the toilet block
- Mobile stage
- Assistance with advertising the event

Please see below the costs associated with the event application, based on Council's adopted 2025/2026 Fees and Charges. Should Council wish to support the event funds are available in Council's donations budget. The event is scheduled for September 2025. The donations budget for 2025/26 is \$10,000.

Item	Cost (inc. GST)
Event Application	\$60
Road Closure Application	\$125
Road Closure (day of event) - 2x staff @ \$61p/h for 2hrs	\$244
Road Closure Advertisement – Temora Independent	\$100
Campground for parking (unpowered section)	NIL
Electricity from the caravan for food vendors	NIL
Caravan Park Amenities – cleaning fee	\$70
5x event bins	\$55
Mobile stage + Bond	\$460 + \$400 (bond will have to be paid by event organisers)
<b>TOTAL</b>	<b>\$1,114</b>

### Integrated Planning and Reporting

CSP Theme: 3: Building a strong local economy  
 Delivery Program Strategy: 3.3: A community with opportunities for local education

### Council Policy/Legislation

This report has been prepared with reference to the following:

- Temora Shire Council Policy - C17 – Event Management Application

### Risk Implications

This event is run by a third party and not Council therefore reducing any risks that Council may be liable for. Some of the risks for Council are:

- Site damage or equipment damage
- Additional costs (e.g. road closure may take longer than usual due to unforeseen reasons not known until the event day)

### RECOMMENDATION

It is recommended that Council consider the financial support request from Temora Flyers Inc. in relation to the above event application.

# Event Application Form

Submitted on	20 March 2025, 10:58AM
Receipt number	81
Related form version	0

## 1. Event Details

Event name	Temora Flyers Inc - Youth in Aviation
------------	---------------------------------------

Event start date and time	9 September 2025 0830
---------------------------	-----------------------

Recurring dates	n/a
-----------------	-----

Event end date and time	9 September 2025 1500
-------------------------	-----------------------

Location of event	Temora Airport - Harding Street
-------------------	---------------------------------

What date and time do you require access to the venue before the event?	n/a
---	-----

What date and time do you require access to the venue after the event?	n/a
--	-----

Description of event	Youth in aviation - promoting youth in aviation.
----------------------	--

Estimated number of staff/volunteers	50
--------------------------------------	----

Estimated number of attendees	300-500
-------------------------------	---------

## 2. Event Organiser

Event organiser	
-----------------	--

Organisation name	Temora Flyers Inc
-------------------	-------------------

Organisation type	Not for profit
-------------------	----------------

Contact phone number	
----------------------	--

Contact email address	
-----------------------	--

Organisation address	Harding Street, Temora NSW, Australia
----------------------	---------------------------------------

Contact number on the day of the event	
--	--

### 3. Insurance

Insurance company Butler Aviation Insurance Brokers

Policy number

Policy expiry date 1/6/2025 - Will be renewed

Value of insurance 20,000,000

Name of person/organisation insured Temora Flyers Inc

Please upload your insurance policy

### Publicity

Details of event for advertising purposes TBA

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? No

4. b) Is your event to be held on Council property? Other: airport / airfield caravan park

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. Volunteers

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: Marquees

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: Temora Youth  
Temora Rugby League

---

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)? Yes

---

4. j) Select what kind of power source you require: Single phase

---

4. j) Will a generator or other power source be used? No

---

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 Toilet blocks

---

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: Insurance details

Have you notified emergency services of your event (Police, Fire Department, Ambulance)? No

## Signature

Please sign and date this application

Date 20/03/2025



Temora Flyers Inc  
Harding Street  
Temora NSW 2666



**Temora Flyers Youth in aviation**  
**"Empowering the next generation."**

Temora Shire Council  
105 Loftus Street  
Temora NSW 2666

I am reaching out to request your support and funding for the Temora Flyers Inc. Youth in Aviation Event, scheduled for September 6, 2025.

We are thrilled to share that planning for this event is well underway, and we have received an overwhelming amount of support from industry leaders eager to showcase the exciting world of aviation to the Riverina community.

- The event will feature:
- Young Eagle Flights: Free introductory flights for young participants.
- Static Displays: A variety of aircraft and aviation technology on display.
- Careers Expo & Stalls: A platform for connecting youth with industry professionals.
- Aerial Displays: Thrilling sky performances.
- Food & Drinks: Available throughout the day.

We have secured commitments from notable organizations, including the Australian Defence Force, flying schools, agricultural aviation businesses, aerial firefighting companies, and the University of Sydney, among others.

To ensure the event is accessible and free to attend for everyone, we are in the process of raising funds. The estimated cost of the event is \$10,000.

We are seeking support from the Temora Shire Council in the following areas:

- Monetary donation
- Campground plots for stalls
- Bins and waste collection
- Stage and PA system

This event is expected to attract over 500 young attendees, and we believe it will be a groundbreaking occasion for regional Australia, putting Temora on the map as a key hub for aviation in the country.

We also encourage the Temora Shire Council to host a stall, showcasing what our town has to offer.

We would greatly appreciate your consideration of this request and look forward to collaborating with you to bring this exciting event to life.

Please find the media release attached for further details.

Temora Flyers Inc.



### Media Release

Temora Flyers Inc  
Harding Street  
Temora NSW 2666

### Temora Flyers Youth in Aviation "Empowering the next generation."

The Secretary of the Temora Flyers Club, announced an exciting event to be held at the Temora Airport this September.

"At Temora Flyers we share a common goal of empowering the next generation to pursue careers in aviation, whether as pilots, engineers, defence specialists, aeromedical personnel, refuelers, or technicians.

We observe the decline in the number of young people joining the industry, and our mission is to try and do something about it.

To support this mission, we are hosting the *Youth in Aviation* event on **Saturday, 6th September 2025**, aimed at inspiring and educating young people about the many opportunities within the aviation industry".

The event will have various aspects incorporated, such as:

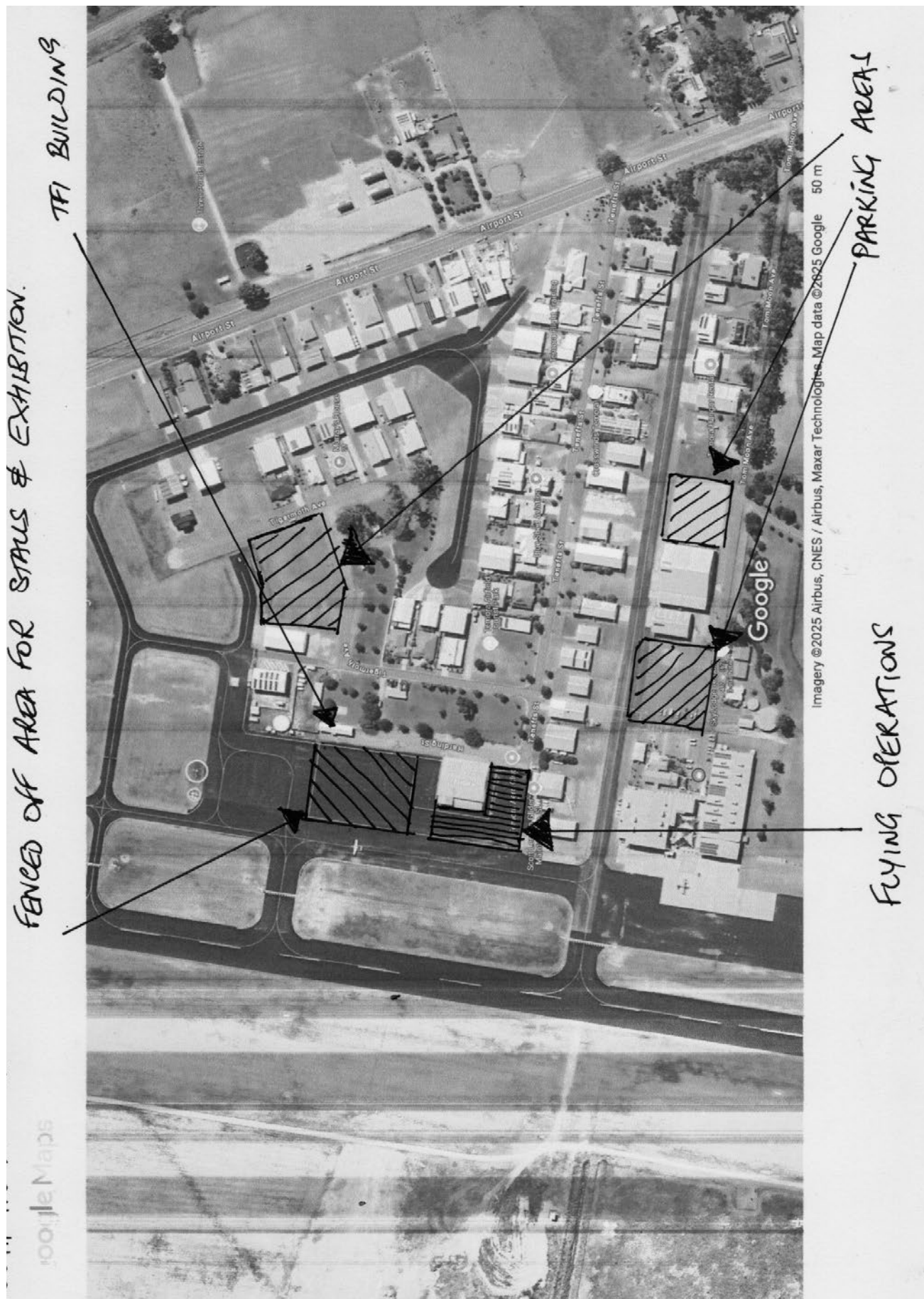
- "Young Eagle flights" – Getting youth airborne for the first time, for free.
- Static displays.
- Careers expo and stalls.
- Aerial Displays
- Food and drinks.

"we have reached out to many companies associated with the aviation industry to join with us in making the event a great success"

I hope the industry gets behind us at Temora, and I invite not only the youth from local community to join us on 6<sup>th</sup> September, but anyone who is interested in seeing what a life in aviation is all about".

For more information contact

Contact:



**12.5 LOCAL TRAFFIC COMMITTEE - CALL FOR ALTERNATE DELEGATE**

**File Number:** REP25/453  
**Author:** Engineering Technical Officer  
**Authoriser:** Engineering Asset Manager  
**Attachments:** Nil

**REPORT**

The purpose of this report is to seek the appointment an alternate delegate to the Temora Local Traffic Committee to ensure a quorum can consistently be achieved.

The Committee currently includes one (1) Council delegate (Cr. Smith) and three (3) external voting members – a representation from Transport for NSW, NSW Police and the Local Member of Parliament.

Several recent meetings have lacked a quorum, delaying decisions.

In accordance with the Transport for NSW Delegation to Councils – Regulation of Traffic:

*The Council's representative may be any Councillor or Council officer. The Council representative may be a sub-delegate if Council has formally approved this.*

**Council Policy/Legislation**

- Road Transport Act 2013 (NSW)
- Transport for NSW Delegation to Councils – Regulation of Traffic

**RECOMMENDATION**

It is recommended that Council appoint additional delegates to the Temora Local Traffic Committee.

***Report by Amanda Colwill***

**12.6 ADOPTION OF DRAFT INTEGRATED PLANNING AND REPORTING (IP&R) DOCUMENTS INCLUDING 2025/26 BUDGET**

**File Number:** REP25/454  
**Author:** General Manager  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

The purpose of this report is to request Council's adoption of the following draft documents, which have been on public exhibition, for implementation from 1 July 2025:

- Draft Our Plan for the Future – including Community Strategic Plan (2025-2035), Delivery Program (2025 – 2029) and Operational Plan and Budget (2025/26).
- Draft Resourcing Strategy (2025-2035) – including Asset Management Strategy, Workforce Management Strategy and Long-Term Financial Plan.

The documents were on public exhibition until Monday 16 June 2025, and at the time of preparing this report no submissions have been received.

During the Public Exhibition the opportunity to make a submission and attend drop-in sessions promoted as “Cuppa with Council” with the General Manager and Senior staff was widely advertised. Across the three sessions held in Temora, Springdale, and Aria Park, a total of 20 community members participated. These included smaller gatherings in Temora and Springdale, and two well-attended sessions in Aria Park—one at the café and another at the Men's Shed. While specific feedback on the draft IP&R documents was limited, the sessions provided a platform for meaningful conversations about the future of the Shire. The informal settings encouraged open dialogue and helped Council better understand local priorities.

Key themes consistent with engagement undertaken to date in the preparation of the IP&R documents that emerged from the discussions included:

- **Health Services:** Residents expressed strong appreciation for the availability of local health services and welcomed the redevelopment of the Temora Hospital.
- **Transport Needs:** The importance of on-demand and community transport—particularly for older residents and people with disabilities—was a recurring topic.
- **Housing for Seniors:** There was notable interest in increasing residential accommodation options for seniors to support ageing in place.
- **Roads and Infrastructure:** Feedback included suggestions for improved signage and maintenance, especially on rural roads.
- **Growth and Development:** Community members acknowledged recent subdivisions in Temora and raised questions about future development opportunities in Springdale and Aria Park.
- **Environmental Works:** Positive feedback was received about the recent desilting and earthworks at the Railway Dam in Aria Park.

**Staff Submissions**

Officers have commenced a review of Policy G21 – General Policies with a view to deactivating the policy by transferring the provisions of the policy to other relevant policies or strategic documents. Policy G21 contains the following clause:

*Community Centre – Council to subsidise rental up to sum of \$750 annually.*

Officers suggest that a new action be created in the Operational Plan under Strategy 1.7 to provide for this clause of Policy G21. A future report will be presented to Council in relation to the broader review of Policy G21.

Further investigation into specific matters that would otherwise be managed through the customer request system during these consultation sessions will be undertaken by Council officers, however the above staff submission is the only change proposed to the draft documents.

### **Integrated Planning and Reporting**

Community Strategic Plan Theme 2: Providing local leadership

Delivery program Strategy 2.1: A community with strong local leadership

### **Council Policy/Legislation**

Integrated Planning and Reporting (IP&R) is prescribed by the local government Act 1993 (Section 8C). The preparation of the draft suite of documents, including the public exhibition of the documents has been undertaken in compliance with the Act and the NSW Office of Local Government Integrated Planning and Reporting Guidelines.

### **Options**

1. Adopt the draft IP&R documents for implementation from 1 July 2025 with the inclusion of a new action under Strategy 1.7 to provide for the rental subsidy to the Community Centre.
2. Adopt the draft IP&R documents for implementation from 1 July 2025.
3. Amend the draft IP&R documents prior to adoption and implementation from 1 July 2025

### **Budget Implications**

Council's budget provides for an operating deficit of \$2.6 million before capital items with a capital works program valued at \$8.6 million. Council has budgeted for an operating surplus of \$4,693 inclusive of capital items.

### **Risk Implications**

There is a risk that by not adopting the draft IP&R documents that they will not be able to be implemented from 1 July 2025, which would impact Council's reputation and its ability to deliver services and manage the budget in the 2025/26 financial year.

### **RECOMMENDATION**

It is recommended that Council adopt for implementation from 1 July 2025 the draft Integrated Planning and Reporting documents:

- a) Our Plan for the Future 2025-2035, which is inclusive of the Community Strategic Plan (2025-2035), Delivery Program (2025-2029), Operational Plan and Budget 2025/26 with

the inclusion of a new action in relation to rental support provided to the Temora Community Centre; and the

- b) Draft Resourcing Strategy 2025 – 2035.

***Report by Melissa Boxall***

**13      ENGINEERING SERVICES**

Nil



## 14 ENVIRONMENTAL SERVICES

### 14.1 DEVELOPMENT APPLICATION DA26/2025 PROPOSED NEW DWELLING 190 HOSKINS STREET TEMORA

**File Number:** REP25/452

**Author:** Town Planner

**Authoriser:** Director of Environmental Services

**Attachments:**

1. Planning Consultant Response [↓](#) 
2. Designer Response [↓](#) 
3. Updated Statement of Environmental Effects [↓](#) 

#### REPORT

**DA No:**

DA26/2025

#### Applicant

K M Keith (Yerracoppa Pty Limited)

#### Property

190 Hoskins Street Temora

#### Background

This Development Application was considered at the May 2025 Council Meeting, where Council resolved as follows:

Moved: Cr Anthony Irvine

Seconded: Cr Narelle Djukic

It was moved that Council defer the consideration of Development Application DA26/2025 at 190 Hoskins Street Temora, to further consider the questions of Councillors including:

- Traffic Impact
- Future Barn Usage
- That residences are not allowed for in current zone
- Parking impacts
- The Bank can be separated out after subdivision

This report is intended to respond to the matters identified by Councillors at the May Council Meeting.

#### Proposal

Staged development. Stage 1: Restoration of existing barn, construction of new dwelling, construction of fencing and new driveways and bank parking. Stage 2: Subdivision of existing bank building and new dwelling/barn into separate community titles and shared title for driveway

**Notification**

The proposed development was notified to four adjoining neighbours for a period of 14 days. No submissions were received.

**Site Description**

The development site is known as 190 Hoskins Street, Temora and is legally described as Lot 1, Section 5, DP 758957. The land is approximately 1002 m<sup>2</sup> and currently contains the Westpac bank building, brick stables building, and existing concrete slab. The site includes vacant land which is the site of the proposed dwelling.

The bank building is considered to be a historically significant building as well as an architecturally impressive building in Hoskins Street.

The zoning of the site is E1 Local Centre. The site includes an item of local heritage (Westpac bank building) and is included within the Central Conservation Area. The site has an area of 995.7m<sup>2</sup>.

Figure 1 shows the location of the subject site.



Figure 1: Location of subject site, edged heavy black

**Proposed Development**

It is proposed that the existing lot be subdivided via community title to create the following allotments:

- Proposed Lot 1 – neighbourhood lot, utilised for shared access purposes and provides for an area of 90.8 m<sup>2</sup>
- Proposed Lot 2 – will house the existing Westpac Bank Building and provides for an area of 404.9 m<sup>2</sup>
- Proposed Lot 3 - will accommodate the proposed dwelling and storage building and provides for an area of 508.5 m<sup>2</sup>

The proposed new single storey three-bedroom dwelling will have a total floor area of 264.1m<sup>2</sup>. The dwelling will be constructed on a slab on ground footing system, utilising timber wall and roof framing, with the external walls clad in Hebel panel and the roof covered in colorbond steel. The roof will incorporate gable ends facing the street with a 30-degree roof pitch.

The dwelling will be provided with dedicated private open space as denoted on the attached plans and will be separated from the public realm via the installation of both 1800 mm high colorbond fencing and open style heritage fencing (1200 mm high) along the Loftus Street site frontage.

The development proposal will provide for a 'no build easement' for fire separation purposes between the existing Westpac Bank building and the proposed new dwelling. This will be created as a restrictive covenant and will serve the dual purpose of ensuring fire separation requirements under the NCC are met and that an appropriate curtilage is maintained between existing heritage building and proposed new dwelling house.

The dwelling will be provided with a detached carport, described more as an arbour structure, accessed off Little Baker Street via an automatic gate. Access to the proposed dwelling will be afforded via the rear lane and via proposed lot 1 (neighbourhood lot), this access will be constructed to Council standards and be an all-weather paved internal access.

The application proposes an adaptive reuse or change of use of the existing stables building into storage. The proposed storage building will be used for residential storage purposes associated with the dwelling house. The storage building is an existing structure formerly utilised as a stables building. The building is constructed of brick, with a steel roof.

Figure 2 shows a site plan of the proposed development.

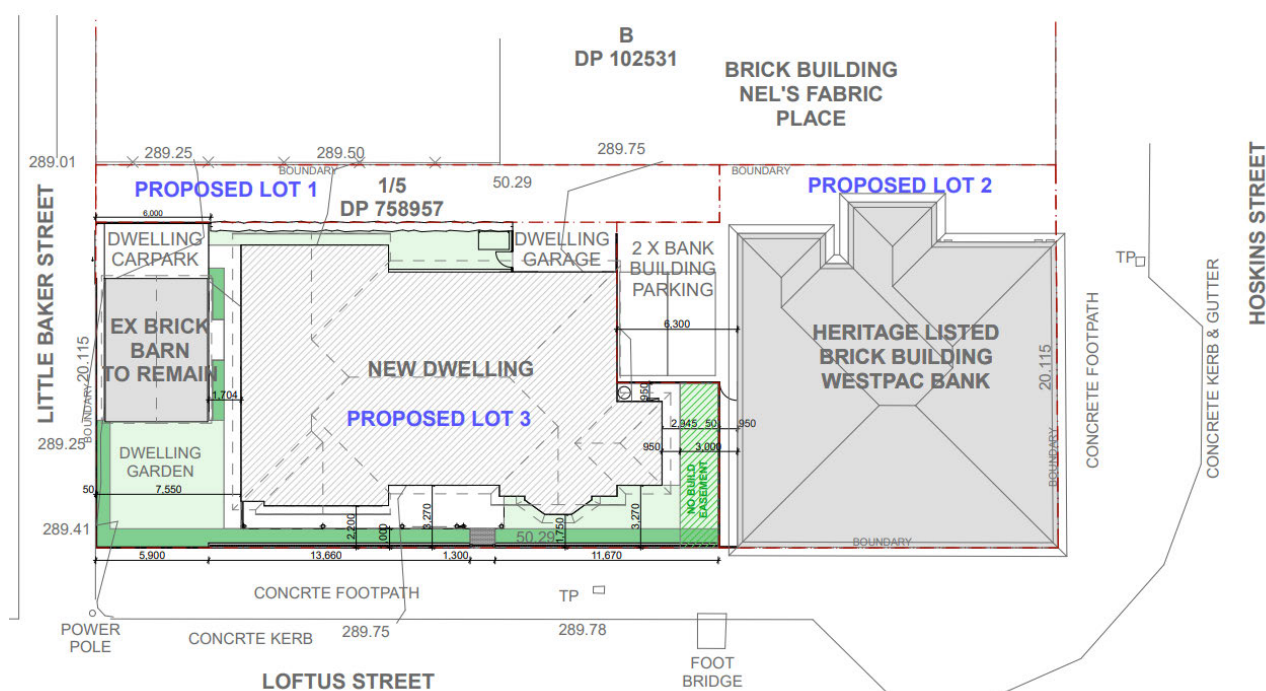


Figure 2: Site plan showing existing bank building, proposed new dwelling and existing barn building  
Figure 3 shows the proposed southern elevation of the proposed development.

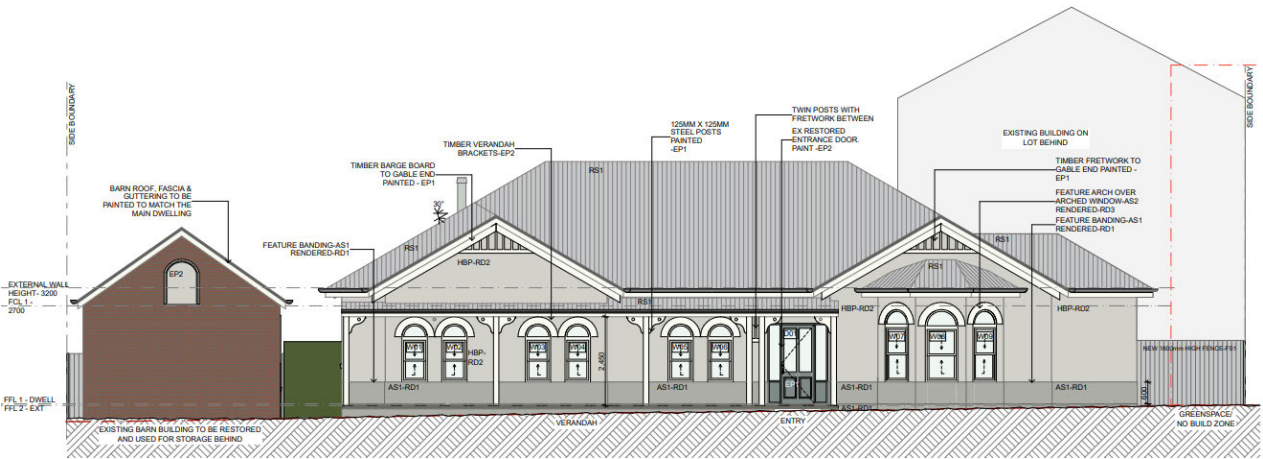


Figure 3: Proposed southern elevation of the development facing Loftus Street

Figure 4 shows the proposed northern elevation of the building, facing the existing building to the north

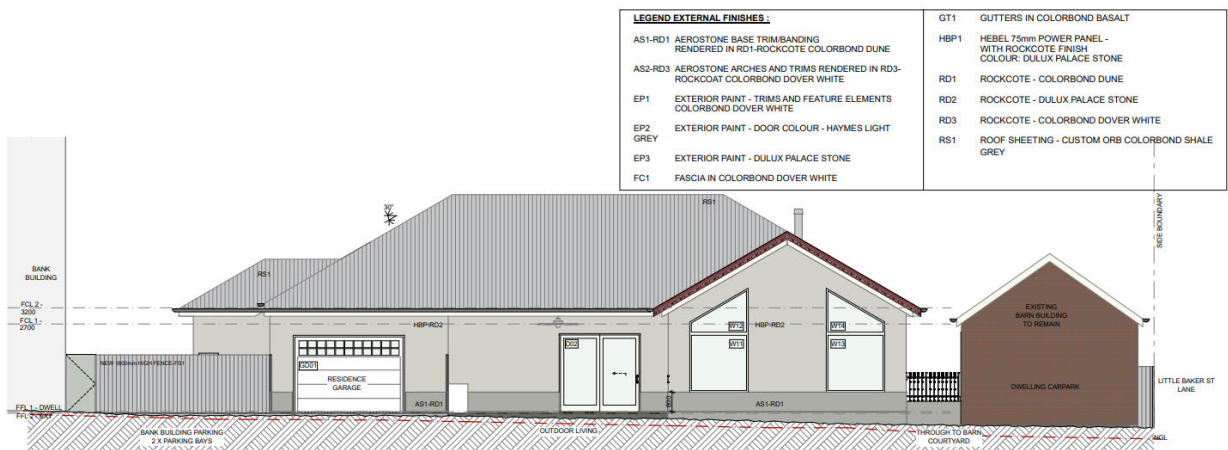


Figure 4: Proposed northern elevation of the development

Figure 5 shows the existing street view of the site, from Loftus Street





Figure 5: Existing street view of the development site

### Assessment

The following matters are considered under section 4.15 of the Environmental Planning and Assessment Act, 1979, as part of the assessment of the proposal.

#### Local Planning Controls – Local Environmental Plan

The site is zoned E1 Local Centre under the Temora Local Environmental Plan (LEP) 2010.

The objectives of the zone are:

- To provide a range of retail, business and community uses that serve the needs of people who live in, work in or visit the area.
- To encourage investment in local commercial development that generates employment opportunities and economic growth.
- To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council's strategic planning for residential development in the area.
- To encourage business, retail, community and other non-residential land uses on the ground floor of buildings.
- To promote the conservation and enhancement of heritage items.

Residential accommodation, including construction of dwellings, are prohibited in this zone. However, the applicant is relying on the use of the Heritage Conservation clause of the Temora LEP 2010 for the proposed development to be assessed. In particular, section (10) is relevant to the proposed construction of the dwelling.

This clause is as follows:

#### **5.10 Heritage Conservation**

(1) **Objectives** The objectives of this clause are as follows—

(a) to conserve the environmental heritage of Temora,

(b) to conserve the heritage significance of heritage items and heritage conservation areas, including associated fabric, settings and views,

(c) to conserve archaeological sites,

(d) to conserve Aboriginal objects and Aboriginal places of heritage significance.

**(2) Requirement for consent** Development consent is required for any of the following—

(a) demolishing or moving any of the following or altering the exterior of any of the following (including, in the case of a building, making changes to its detail, fabric, finish or appearance)—

(i) a heritage item,

(ii) an Aboriginal object,

(iii) a building, work, relic or tree within a heritage conservation area,

(b) altering a heritage item that is a building by making structural changes to its interior or by making changes to anything inside the item that is specified in Schedule 5 in relation to the item,

(c) disturbing or excavating an archaeological site while knowing, or having reasonable cause to suspect, that the disturbance or excavation will or is likely to result in a relic being discovered, exposed, moved, damaged or destroyed,

(d) disturbing or excavating an Aboriginal place of heritage significance,

(e) erecting a building on land—

(i) on which a heritage item is located or that is within a heritage conservation area, or

(ii) on which an Aboriginal object is located or that is within an Aboriginal place of heritage significance,

(f) subdividing land—

(i) on which a heritage item is located or that is within a heritage conservation area, or

(ii) on which an Aboriginal object is located or that is within an Aboriginal place of heritage significance.

**(4) Effect of proposed development on heritage significance** The consent authority must, before granting consent under this clause in respect of a heritage item or heritage conservation area, consider the effect of the proposed development on the heritage significance of the item or area concerned. This subclause applies regardless of whether a heritage management document is prepared under subclause (5) or a heritage conservation management plan is submitted under subclause (6).

**(5) Heritage assessment** The consent authority may, before granting consent to any development—

(a) on land on which a heritage item is located, or

(b) on land that is within a heritage conservation area, or

(c) on land that is within the vicinity of land referred to in paragraph (a) or (b),

require a heritage management document to be prepared that assesses the extent to which the carrying out of the proposed development would affect the heritage significance of the heritage item or heritage conservation area concerned.

**(6) Heritage conservation management plans** The consent authority may require, after considering the heritage significance of a heritage item and the extent of change proposed to it, the submission of a heritage conservation management plan before granting consent under this clause.

Clauses (7), (8) and (9) are not relevant to this application.

(10) **Conservation incentives** The consent authority may grant consent to development for any purpose of a building that is a heritage item or of the land on which such a building is erected, or for any purpose on an Aboriginal place of heritage significance, even though development for that purpose would otherwise not be allowed by this Plan, if the consent authority is satisfied that—

- (a) the conservation of the heritage item or Aboriginal place of heritage significance is facilitated by the granting of consent, and
- (b) the proposed development is in accordance with a heritage management document that has been approved by the consent authority, and
- (c) the consent to the proposed development would require that all necessary conservation work identified in the heritage management document is carried out, and
- (d) the proposed development would not adversely affect the heritage significance of the heritage item, including its setting, or the heritage significance of the Aboriginal place of heritage significance, and
- (e) the proposed development would not have any significant adverse effect on the amenity of the surrounding area.

#### Development Control Plan

The Temora Shire Council Development Control Plan 2012 is relevant to this application. The chapters relevant to this proposal are:

- Development Applications

The application for development has been made including all relevant information and plans.

- Notification of Development Application

The applicant has been notified to adjoining and nearby neighbouring landholders, in accordance with the Development Control Plan.

- Engineering Standards

The proposed development will be required to comply with DCP Engineering Standards, including sealed driveway, stormwater management, connection to water, sewer, electricity, and telecommunications services.

- Car Parking

The proposed development includes four off-street car parking spaces, including two spaces for the bank building, and a single garage proposed dwelling, all using the shared driveway, and a single carport for the dwelling, accessed from Little Baker Street. This is considered to be satisfactory based upon the proposed use of the site.

- Subdivision

The application includes a community title subdivision, which places the bank building on a separate lot to the proposed dwelling and existing barn building, with both lots sharing ownership of the driveway. This is considered to be satisfactory to allow access for car parking.

- Heritage and Conservation

This chapter provides the following guidance:

Heritage items and conservation areas have special qualities that make them significant. Development needs to take particular care to ensure that the particular themes, features or characteristics that make the item or area significant are not compromised by change. This can include:

- retaining heritage items and encouraging changes to occur away from significant elements or sections of heritage items
- ensuring new work has suitable bulk, scale, proportions and detailing so that it does not dominate or compromise the ability to interpret heritage items (including adjacent or nearby items) or the heritage conservation area
- encouraging suitable materials.

Adaptive reuse of heritage buildings can provide the necessary viability for the continued use and maintenance of heritage buildings. Accommodating the new use should involve minimal change to significant fabric in order to protect heritage significance. Elements or artifacts from the original use (where present) may be required to be retained to assist interpretation

Encourage development in the vicinity of a heritage item to be designed and sited to protect the significance of the heritage item.

Development in the vicinity of a heritage item is to minimise the impact on the setting of the item by:

- Providing an adequate area around the heritage item to allow its interpretation.
- Retaining original or significant landscaping associated with the heritage item.
- Protecting and allowing the interpretation of archaeological features associated with the heritage item.
- Retaining and respecting significant views to and from the heritage item.

Infill development in Temora CBD

- Design infill and replacement buildings to reflect the general historic character of the precinct and nearby characteristic and heritage buildings in terms of bulk, scale, roof form, setbacks and materials.
  - Contemporary design is acceptable where it is sympathetic to the characteristic built form of the conservation area, particularly in terms of bulk, scale, height, form or materials.

### **Likely Impacts**

#### *Environmental*

##### *- Natural*

The vacant land is cleared of vegetation. New garden beds are proposed at the front and sides of the dwelling to provide landscaping to soften the appearance of the proposed new building.

##### *- Built*

The built environment of the site will change, with the proposed construction of a new single storey dwelling on land that is currently vacant. The dwelling design is considered to be acceptable in the location, due to the single storey scale and use of sympathetic materials, colours and design, which are intended to complement the existing buildings. The new building will be obviously new, with



some modern elements. However the design is intended to not detract from the adjoining heritage buildings, by being subservient in scale and height.

#### *Social*

The social impacts of the development are considered to be positive as the development will provide for additional infill residential accommodation.

#### *Economic*

The economic impacts of the development are considered to be positive as the development will provide for construction and provision of additional residential accommodation. The development is intended to support the preservation of the existing barn building, through its repurpose as a storage building. The community title subdivision is also intended to support the long term conservation of the Westpac Bank building.

#### **Submissions**

No written submissions were received from adjoining landowner. Council officers consulted with Council's Heritage Advisor regarding the proposed development. The advice provided is reproduced below:

The project has been the subject of a Pre-DA submission and provision of heritage advice.

The proposed wall colour is White and this has the potential to detract from the setting next to the heritage building.

Concrete driveways should utilise a CCS pigment Onyx 44 as a colouring oxide so as to avoid bright white contemporary cement

Delete the two triangular north facing windows which are uncharacteristic of traditional buildings and provide traditional awnings to the other north facing windows.

Hipped roof on street elevation to replace gable so as to reduce the number of dominant features on the frontage and place the focus on the entrance

Paired verandah posts to suit the layout of the front elevation as the spacing is excessive for traditional verandahs

Hip the two ends of the front verandah to avoid the open triangular end

Use sarking and line the underside of the verandah rafters using Weathertex grooved lining sheet to create that traditional character and avoid condensation

General note: Retain and restore all the original external materials and details to the Stable building. The retained & restored roof to the Stable is to include rolled flashings, smooth unperforated gutters and circular downpipes painted to match the wall colour

Replacement perimeter colorbond steel fence & gates to be Metroll Corrodeck in Windspray

Building base colour to be a warm white such as Warm Neutral with the general wall colour to be similar to Mellow Beige which is nominally ¼ tint of the base colour so as to interpret the warmth of the colour of the stable bricks and the existing colour on the Bank, from the Dulux range of Whites

A summary of the matters raised and the response to these by the applicant and Council officers is shown by Table 1.

<b>Matter raised by Heritage Advisor</b>	<b>Applicant comment</b>	<b>Council officer comment</b>
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White wall colour has the potential to detract from the heritage building	Advised that the wall colour is a soft warm neutral colour	Noted and considered to be acceptable
Concrete driveway colouring should utilise pigment to avoid bright white	Tinting the concrete can be considered however a lighter colour is considered suitable due to potential of dark colours to retain heat	Noted. However, concrete does dull in colour fairly quickly, so tinting is considered to be optional.
Delete two triangle north facing windows	These windows are unable to be viewed from the streetscape. The modern design allows for additional natural light to enter from the north side of the building.	Agreed. No changes to design are deemed necessary.
Hipped roof to replace gable roof	Due to the 30degree pitch of the roof when we hipped this gable the roof appeared large in volume and the proportion between the house and roof felt wrong. It was decided to keep both gables as it broke the roofline up and soften the facade	This is a subjective view. The gable roof provides visual interest to the streetscape, rather than a presentation that is predominantly a roof view. The building is single storey, separated from the streetscape by a fence and garden, which will soften the appearance of the future dwelling.
Paired verandah posts suit the front elevation	Paired verandah post have been used to frame the entry door. The remaining verandah posts are singular and have been spaced out evenly to the windows which are a significant feature of the façade. It is noted that the intent of the design is not to imitate but to recreate a modern version of a traditional style and the wider spacing and simplified post reflects this design direction.	The dwelling design is sympathetic to the heritage building, but is obviously new. The verandah will be screened from the streetscape by the fence and garden bed to provide privacy for residents.
Hip the two ends of the front verandah to avoid open triangular ends	The verandah roof will have infill cladding with timber battens to with end. They will be no open triangular end.	This is a subjective view. The verandah will be screened from the streetscape by the fence and garden bed to provide privacy for residents.
Use sarking and line the underside of the verandah rafters using weathertex grooved lining sheet to create that traditional	The proposed verandah is insulated and lined with weathertex grooved lining sheet.	Noted and agreed acceptable

character and avoid condensation.		
Retain and restore all the original external materials and details to the Stable building.	The proposed has all the original materials and details of the existing barn being retained and restored. The existing roof, and gutters will remain and be repainted.	Noted and agreed. Included in conditions of consent.
Replacement perimeter colorbond steel fence & gates to be Metroll Corrodeck in Windspray	It is proposed that the new perimeter fencing will be Lysaght custom orb in colorbond Shale grey. This has been discussed in a meeting with council and this falls into line with the fencing that has been previously used the heritage areas of Temora.	Noted and agreed acceptable
Building base colour to be a warm white	The selected wall colour is Dulux Palace Stone which is a soft warm neutral and has beige undertones. The base wall colour is Colorbond Dune which provides a darker grounding base to the building but still sits well with the proposed wall colour and the stables brick. The existing bank buildings paint is in poor condition and has been painted but not completed.	The proposed colours are similar to the recommended colours and are considered to be acceptable.

Table 1: Summary of Heritage Advisor comments, Applicant comments and Council officer comments

**Additional information supplied by Planning Consultant and Designer on behalf of the applicant, in response to the Council resolution May 2025**

On behalf of the applicants, Planning Consultant, Colby Farmer of CAF Planning and Building Consultancy, and Katie Keith of Katie Keith Design have provided additional information in response to the matters raised by Councillors at the May Council Meeting. The responses provided are as follows:

1. Planning Response to Councillors
2. Design Response to Councillors
3. Updated Statement of Environmental Effects

A summary of the information provided is provided in Table 2:

Matter raised	Consultant response	Council officer comment
Traffic Impact	<p>Internal site access to the existing Bank building will be provided by a 3.0-metre-wide paved internal access road and via a covenant over the land that secures in perpetuity access and off street carparking for the existing bank and any future land use.</p> <p>The site and accesses comply with applicable Sight Safety Distances. The NSW RTAs 'Guide to Traffic Generating Developments' identifies the following traffic generation rates in respect of dwelling houses: RATES = • Daily vehicle trips = 9.0 per dwelling Weekday peak hour vehicle trips = 0.85 per dwelling The NSW RTAs 'Guide to Traffic Generating Developments' identifies the following traffic generation rates in respect of dwelling houses So, at a worst-case scenario there will be up to 9 traffic movements from and to the site each day as a result of the new dwelling. The owners have elected to undertake this development due to its accessibility to the main street and in town services being within walking distances which would obviously reduce the maximum anticipated movement rate to the site and thus reducing any traffic impact even further. The NSW RTAs 'Guide to Traffic Generating Developments' identifies the following traffic generation rates in respect of Office and Commercial Development (the Bank Building and any future such uses): RATES = • Daily vehicle trips = 10 per 100 m2 gross floor area Evening peak hour vehicle trips = 2 per 100 m2 gross floor area The bank encompasses, approximately 150 m2 of floor area and thus up to 15 movements could be expected per day at worst case scenario. These vehicle movements are expected as the site is established, contains an existing building that would likely be used for the purpose of Office and / or Commercial development (which</p>	<p>The comments provided by the Consultant Town Planner provide an accurate response to the issue of traffic impact.</p> <p>The development design allows for onsite car parking for both the proposed residence and the bank building. The design allows for vehicles associated with the dwelling and the bank building to exit the site in a forward direction to a public road, being Little Baker Street. All motorists are required to take due care when entering any roadway, including both the laneway, and crossing the pedestrian area to enter Loftus Street. This is the consistent with all roads where a motorist is required to cross a footpath, with care, when entering a roadway.</p> <p>The only exception is the carport carparking space for the dwelling, located directly off the laneway. This is also considered to be acceptable and in line with other developments that have been approved by Council, allowing vehicle access from a rear laneway. The parking space will have suitable line of sight to enable to driver to determine a safe time to enter the laneway, in what is a low traffic environment.</p>

	<p>included retail). Given the location of the existing bank building and its proximity to the CBD and services contained therein it could be reasonably expected that employees would not rely on the use of vehicles for every trip and that vehicle movement frequency would be reduced as a result. There will be no unacceptable vehicle movements / traffic generated by the development and the site will be frequented by a maximum of 9 additional vehicles per day, in addition to what is already expected from the site. The 9 additional vehicle movements from the site are not unacceptable and will not create or promote any unacceptable traffic impacts within the locality. Vehicles can enter and exit the carparking area in a forward direction and that will be not traffic conflict with pedestrians promoted by the development there are ample Safe Sight Distances afforded to the accesses and at intersections for both pedestrians and vehicles. Ample off-street parking is available on the site.</p>	
Future Barn Usage	<p>The Barn will be restored and sealed with new doors and windows installed and used as a storage space.</p>	<p>This is considered to be a satisfactory approach to preserve this heritage building, whilst complying with the requirements of Essential Energy. No alternative uses are proposed of this space, or expected, as Essential Energy requires that electricity and wet areas are not installed in this space.</p>
That residences are not allowed for in current zone	<p>The development is permissible with consent under the provisions of the Temora Local Environmental Plan 2010 (TLEP 2010). The Council is correct in its initial view that dwellings are not permitted under the E1 Local Centre Zone Land Use Table contained within the TLEP 2010, as dwelling houses are not nominated as permissible development types, and Residential Accommodation is prohibited with the zone within the land use table. A dwelling is a form of</p>	<p>The comments provided by the Consultant Town Planner provide an accurate response to the issue of the permissibility of residences in the E1 Local Centre zone.</p> <p>It is correct that, on face value, a single residential dwelling is not permitted to be constructed in the E1 zone. However, the zone does permit the construction of</p>

	<p>residential accommodation. The development, and specifically the erection of a dwelling house is permitted under and by virtue of Clause 5.10, Subclause (10) of the Temora Local Environmental Plan 2010, which provides: 'Conservation incentives', of this section provides that:</p> <p>The consent authority may grant consent to development for any purpose of a building that is a heritage item or of the land on which such a building is erected, or for any purpose on an Aboriginal place of heritage significance, even though development for that purpose would otherwise not be allowed by this Plan, if the consent authority is satisfied that—</p> <p>(a) the conservation of the heritage item or Aboriginal place of heritage significance is facilitated by the granting of consent, and</p> <p>(b) the proposed development is in accordance with a heritage management document that has been approved by the consent authority, and</p> <p>(c) the consent to the proposed development would require that all necessary conservation work identified in the heritage management document is carried out, and</p> <p>(d) the proposed development would not adversely affect the heritage significance of the heritage item, including its setting, or the heritage significance of the Aboriginal place of heritage significance, and</p> <p>(e) the proposed development would not have any significant adverse effect on the amenity of the surrounding area.</p> <p>The Statement of Environmental Effects that accompanies the development application demonstrates the heritage conservation value that the development will provide to the bank and stables building:</p>	<p>multi-unit house. Originally, the applicant was of a mind to investigate the use of the permissibility of multi-unit housing, with the proposed conversion of the barn building to a residential unit. However, when this option was ruled out by Essential Energy requirements, the applicant became limited to the only option available to support the permissibility of the construction of a dwelling in this zone, being the Conservation Incentives clause. The existing bank building and barn building are located on a relatively large parcel of land in the E1 zone, being approximately 995.7m<sup>2</sup>. Of this land, approximately 600m<sup>2</sup> is vacant land, currently only used for ad hoc parking purposes associated with the bank building. There is therefore a large area of land currently underutilised. The proposed development proposes to use this vacant land for the purposes of the new dwelling, landscaping and formalised parking spaces for the proposed and existing developments. The use of the land at this site for infill development, for suitable purposes, is supported by Council officers.</p> <p>The use of the conservation incentives clause of the Temora LEP is intended to support the preservation of the existing heritage buildings. As proposed, the development is considered to support the preservation of the bank</p>
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	<p>The bank and stables buildings are listed heritage items, and the buildings have been an important part of Temora's heritage since their construction. The proposal retains the main building (no changes proposed or required) and also preserves the stables building via an adaptive reuse of the building.</p> <p>The development will ensure that the buildings significant architectural features and social significance to the town are retained.</p> <p>Under the provisions of this clause, development consent is required for erecting a building on land on which a heritage item is located or that is within a heritage conservation area. The submission of this Development Application satisfies this requirement.</p> <p>The consent authority must, before granting consent under this clause in respect of a heritage item or heritage conservation area, consider the effect of the proposed development on the heritage significance of the item or area concerned.</p> <p>The subject development proposal retains the main building and stable buildings and their distinguishing features.</p> <p>The application is seeking consent to undertake works on the site, to a listed item (stables building only) of environmental heritage and heritage has been assessed and discussed in various sections within this report.</p> <p>The development will result in improved outcomes to a heritage item. The stable buildings will be retained and reused, and the development will enable the owners to sustainably manage the 2 heritage items on the site.</p> <p>The development works will result in the ongoing use and maintenance of the premises which will serve to conserve the buildings for use and appreciation of its heritage significance.</p>	<p>building and the barn building through the approaches of:</p> <ul style="list-style-type: none"> <li>- Constructing a new, high-quality suitable development that is sympathetic and subservient to the existing heritage items encourages their preservation, as the presence of adjoining quality development, provides encouragement to owners of heritage items to keep their buildings in good order. This therefore provides a Conservation Incentive to support the approval of the proposed development. Further, the barn building becomes an ancillary building to the future dwelling, through adaptive reuse, which enables its ongoing preservation, for a new suitable purpose, being storage</li> <li>- The Community title subdivision separates the large bank building from what is currently vacant land, proposed to be developed. The subdivision reduces the area that is required to be maintained in association with the bank building, and therefore presents a more attractive opportunity for any future purchaser of the bank building, as the</li> </ul>
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		owner would not be required to maintain land outside of the bank building. This also provides a conservation incentive to enable the development to be considered for approval by Council.
Parking impacts	<p>The development proposes the provision of 4 off street carparking spaces.</p> <p>These spaces comprise of the following:</p> <ul style="list-style-type: none"> <li>• 2 x spaces for the existing bank building</li> <li>• 2 x spaces for dwelling (1 in garage and 1 in carport)</li> </ul> <p>It is noted that the site has not previously provided formalised car parking spaces and that car parking has been historically provided in the rear car park in an adhoc manner in combination with a reliance on the ample on street carparking spaces provided for on Hoskins Street.</p> <p>The NSW Roads and Maritime Services Guide to Traffic Generating Development provides that the following parking rate shall be provided for dwellings:</p> <ul style="list-style-type: none"> <li>• A minimum of one parking space (preferably two) is recommended for dwelling houses. If there is dual occupancy on a residential lot, a minimum of two parking spaces is recommended.</li> </ul> <p>The residential development component complies with this rate.</p> <p>The NSW Roads and Maritime Services Guide to Traffic Generating Development provides that the following parking rate shall be provided for a commercial premises:</p> <ul style="list-style-type: none"> <li>• unrestrained situation - 1 space per 40m2 gross floor area.</li> </ul>	<p>In relation to residential development, Council requires that dwellings provide two off street carparking spaces, which are proposed as part of development.</p> <p>In addition, the development proposes two carparking spaces in association with the bank building.</p> <p>Presently, more than two vehicles can park on the vacant land, in association with the bank use, and at times there are more than two staff members working at the bank during business hours. However, the demand for parking associated with the bank is relatively modest and is not considered to be a justification for refusal of the development application, when significant numbers of all day on street parking spaces are available within the vicinity of the site.</p>



	<ul style="list-style-type: none"> <li>restrained situation - refer to council parking code and applicable local plans.</li> </ul> <p>The proponents have made provision for 2 car spaces on the site, for the bank building – there is ample on street parking available in Hoskins Street for use by patrons of the bank, in fact most Country Towns encourage the use of on street carparking areas as this results in main street and CBD activation.</p> <p>On street car parking is a ‘good’ problem to have. The lack of cars using on street car parks would in most instances indicate the sustainability of a CBD and provide for little economic development for businesses</p> <p>It is considered that the development complies with parking requirements of Councils Development Control Plan.</p>	
The Bank can be separated out after subdivision	<p>The application proposes the Subdivision of 1 Lot into 3 Community Title Allotments.</p> <p>It is proposed that the existing lot be subdivided via community title to create the following allotments:</p> <ul style="list-style-type: none"> <li>Proposed Lot 1 – neighbourhood lot, utilised for shared access purposes and provides for an area of 90.8 m2</li> <li>Proposed Lot 2 – will house the existing Westpac Bank Building and provides for an area of 404.9 m2</li> <li>Proposed Lot 3 - will accommodate the proposed dwelling and storage building and provides for an area of 508.5 m2</li> </ul> <p>The subdivision may require the creation of easements for services and the creation of a ‘no build easement’ between the existing bank building (for fire separation purposes) and proposed dwelling house,</p>	<p>The comments provided by the Consultant Town Planner provide suitable response into the matter of the proposed subdivision of the bank building, from the site of the proposed dwelling and barn building, with shared community title ownership of the proposed accessway for vehicles.</p> <p>It is correct that there is no minimum lot size for subdivision in the E1 zone and the developer proposes a subdivision that separates the bank building from the proposed dwelling and the barn building. As previously discussed, the purpose of the subdivision is to support the potential for future separate ownership of the bank building, which is intended to support its future preservation as a separate building, without</p>

	<p>and these will be provided for on final sketch plan of subdivision.</p> <p>The subdivision component of the development will support the future preservation of the bank building by reducing the overall maintenance costs of the site, due to reduced land area to manage, and a future high-quality building to be constructed alongside, which encourages this heritage building to also be well-presented.</p>	<p>the ongoing responsibility of the barn building and the dwelling development site. The existing bank building is an important local heritage item, and its use for bank purposes may continue for some time. If, however, this use did discontinue, the potential to repurpose the site is an important consideration in the long-term preservation of the building. Having a site with reduced maintenance demands, adjoined by high quality new development, will provide an attractive setting to preserve the building into the future. The situation of a change of use of the bank building though, is still only a possible scenario, as currently the existing banking use is proposed to continue, and no alternative uses have been proposed at this time. The proposed residential development is intended to complement the ongoing conservation of the existing bank building, and the development is submitted for the assessment of Council under the Conservation Incentives clause for consideration of the subdivision supporting this long-term preservation.</p> <p>The consultant town planner has further submitted that the materials selected for the new dwelling, being Hebel panel and double-glazed windows have high sound insulation properties, which will mitigate the impacts of noise in an urban setting. This responds to any concerns in relation to</p>
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		<p>land use conflict associated with noise in an urban setting.</p> <p>Further, the town planning consultant has identified that the locality of the proposed development includes many examples of nearby residential dwellings, demonstrating that residential uses are compatible with commercial uses in this location. This has been further reinforced by the design consultant, who has provided examples of similar mixed type developments located in Hoskins Street and Loftus Street, as well as a similar infill residential development example in Murrumburrah.</p>
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Table 2: Summary of responses to matters raised by Council when the Development Application was considered at the May 2025 Council Meeting

### **Suitability of the Site**

The site is suitable for the proposed development, as the proposal is a single storey dwelling, alongside the adaptive reuse of the barn building to be used for storage purposes in association with the dwelling. The proposal uses vacant land, adjacent to the bank building and the barn building for a use that is compatible with the existing commercial purposes of the adjoining bank building.

### **Public Interest**

It is in the public interest that the existing bank building, being an item of local heritage is maintained. The proposed development seeks to support the long-term maintenance of this building, alongside the new use of compatible residential purposes.

### **Conclusion**

The proposal involves a staged development for the three-lot community title subdivision, construction of a new single storey dwelling and the adaptive reuse of an existing barn building. The proposal requires consideration against Clause 5.10 (Heritage Conservation) of the Temora LEP. The proposal is sympathetic of the existing heritage items of the Westpac Bank Building and the barn building. The proposal is intended to support the ongoing use and maintenance of the Westpac Bank heritage building.

The proposed development is recommended for approval, subject to conditions.

## **SECTION 1 – CONDITIONS OF CONSENT**

### **General Conditions**

### **PART A – ADMINISTRATIVE CONDITIONS**

**Terms of approval**

A1. The developer shall carry out the development generally in accordance with the following plans and documents

Drawing No.	Sheet No.	Issue	Plan name	Prepared by	Dated
2303	A00	B	Cover Sheet-PG1	Katie Keith Design	17.03.25
2303	A01	B	Cover Sheet-PG2	Katie Keith Design	17.03.25
2303	A02	B	Cover Sheet-PG3	Katie Keith Design	17.03.25
2303	A03	B	Cover Sheet-PG4	Katie Keith Design	17.03.25
2303	A001	G	Site Plan	Katie Keith Design	17.03.25
2303	A200	P	Floor Plan – Development Plan	Katie Keith Design	17.03.25
2303	A201	F	Floor Plan – New Dwelling	Katie Keith Design	17.03.25
2303	A202	P	Floor Plan – Barn/Unit	Katie Keith Design	17.03.25
2303	A203	E	Roof Plan	Katie Keith Design	17.03.25
2303	A600	G	External Elevations	Katie Keith Design	17.03.25
2303	A601	I	External Elevations	Katie Keith Design	17.03.25
2303	A602	I	External Elevations	Katie Keith Design	17.03.25
2303	A603	I	External Elevations	Katie Keith Design	17.03.25
2303	A604	H	External Elevations	Katie Keith Design	17.03.25
2303	A700	F	Sections	Katie Keith Design	17.03.25
2303	A701	F	Sections	Katie Keith Design	17.03.25
2303	A1000 – A1003	H	3d images	Katie Keith Design	17.03.25
Statement of Environmental Effects (33 pages), dated 12/10/24, prepared by CAF Building & Town Planning Consulting					
Geotechnical Interpretive report (4 pages), dated 16/04/25, prepared by McMahon Earth Science					

**Inconsistencies between documents**

A2. In the event of any inconsistency between the documentation referred to in Condition A1, the most recent document shall prevail to the extent of the inconsistency.

A3. In the event of any inconsistency between conditions of this approval and documents referred to in Condition A1, the conditions of this approval shall prevail to the extent of the inconsistency.

**Lapsing of approval**

- A4. This development approval shall lapse five (5) years after the date on which it is granted, unless the works associated with the development have physically commenced.

**Statutory Requirements**

- A5. All licences, permits and approvals must be obtained and maintained as required throughout the life of the development. No condition of this approval removes the requirement to obtain, renew or comply with such licences, permits or approvals.

**Cost of works**

- A6. All works associated with the proposal, or required by this consent, will be at no cost to Council.

**Prescribed Conditions**

- A7. All relevant prescribed conditions under Part 6, Division 8A of the *Environmental Planning & Assessment Regulation 2021* apply and must be complied with.

**PART C – PRIOR TO COMMENCEMENT OF WORKS****Construction Certificate (CC)**

- C1. A construction certificate must be obtained from Council or an Accredited Certifier prior to work commencing, for all construction works.
- C2. Full engineering design plans, prepared in accordance with Part B conditions, shall accompany the applications for construction certificate.

**Site preparation - Erosion Control**

- C3. Erosion and sedimentation controls shall be implemented in accordance with the approved plan, before earthworks and construction commence, and shall be maintained during construction as required, to prevent material moving off-site.

**Site notice**

- C4. A site notice(s) shall be prominently displayed at the boundaries of the site for the purposes of informing the public of development details including, but not limited to:
- a) details of the Principal Certifier (PC);
  - b) the approved hours of work;
  - c) the name of the site/project manager and the primary contact the responsible managing company (if any), its address and 24 hour contact phone number for any inquiries; and
  - d) a statement that unauthorised entry to the site is not permitted.

**Insurance**

C5. Home Building Insurance for residential work – consent is subject to the condition that the builder, or person who does any residential building work, complies with the acceptable requirements of Part 6 of the Home Building Act whereby a person must not contract to do any residential building unless a contract of the insurance that complies with this Act is in force. Home Building Insurance and supply to Council a copy of the Certificate in respect of insurance complying with the Home Building Act, 1989, prior to commencement of any residential building work together with the notice of commencement required by the Act.

## **PART D – DURING CONSTRUCTION**

### **Approved Plans to be On-site**

D1. A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification, and all relevant environmental approvals, shall be kept on the site at all times, and shall be made available for perusal by any officer of Council or the PC on request.

### **Hours of Construction**

D2. Work on the project shall be limited to the following hours:

- (i) Monday to Friday - 7:00 am to 6:00 pm
- (ii) Saturday - 8:00 am to 5:00 pm
- (iii) No work to be carried out on Sunday/Public Holidays, without the prior consent of Council.

### **Noise management**

D3. Noise emissions from plant and equipment shall be minimised, by installing and maintaining, wherever practicable, efficient silencers and low-noise mufflers.

D4.

### **Waste management**

D5. The developer must provide an adequate receptacle to store all waste generated by the development during the construction phase, pending disposal. The receptacle must be regularly emptied and waste must not be allowed to lie or accumulate on the property other than in the receptacle.

D6. The Developer shall maximise the treatment, reuse and/or recycling on the site of any excavated soils, slurries, dusts, aggregate and sludges associated with the development, to minimise the need for treatment or disposal of those materials outside the site.

### **Construction**

D7. A soil classification test has revealed that the site classification of the land is P-Problem site owing to uncontrolled fill, the buried topsoil and the soft and wet red-brown medium plasticity clay to around 1.2m.

D8. The site may be classified as M-D (Moderately reactive clay and silt site (deep drying)) which may experience moderate ground movement from moisture changes if footings are founded into the underlying colluvial clay soil (from around 1.2m) and engineering principles are adopted to

manage the identified problems. Council will be required to be presented with satisfactory evidence should the site be intended to be classified as M-D.

D9. Engineering details for slab and footings shall be designed to the confirmed soil classification and certified in accordance with AS 2870

D10. Level of concrete floor slabs above finished ground level to be a minimum of 300mm. Floor level to be determined after establishing height of the yard gully.

D11. Protection of the building from attack by termites is to be carried out in accordance with the provisions of Australian Standard 3660.1-1995. Documentary evidence regarding details of the protection method utilised shall be submitted to Council at the time of the footing inspection.

D12. Submission of a certificate supplied by the frame and roof truss manufacturer certifying that the frames and trusses have been designed and constructed in accordance with the design data supplied by the structural engineer who prepared the design.

Details shall include:

- a) job address, builders name and job number
- b) wind classification (should not be less than W4IN)
- c) terrain category
- d) truss spacing
- e) roof pitch
- f) material of roof
- g) roof batten/purlin/ceiling batten – size and spacing
- h) material of ceiling

NOTE: a wind classification assessment has indicated that the site has a wind classification N2. Therefore the frame and roof timber systems shall be designed to this level and certified in accordance with AS 1684.

## **PART E – PRIOR TO ISSUE OF FINAL OCCUPATION CERTIFICATE (FOC)**

### **Stormwater**

E1. The roof stormwater system shall be piped to the Little Baker Street gutter, to be shown on stormwater plans provided by the developer.

### **Developer Contribution**

E2. Pursuant to Section 7.12 of the Environmental Planning and Assessment Act 1979, if not already paid by the applicant, the monetary contribution as a S7.12 development levy is to be paid to Temora Shire Council prior to the issue of the construction certificate. The contribution is current as at the date of this consent and is levied in accordance with the Temora Shire Developers Contributions Plan 2022 ([www.temora.nsw.gov.au](http://www.temora.nsw.gov.au)). The levy required to be paid prior to the issuing of the construction certificate is \$9,298.87

**BASIX**

E3. All requirements specified in the BASIX certificate must be complied with and be in place at the time of the final inspection. A final occupation certificate will not be issued until this condition is satisfied.

**Access, Kerb and Gutter**

E4. Vehicle accesses shall be provided to the subject allotment and constructed to Councils standard. Work will be entirely at the developers cost. Consultation shall be made with Councils Engineering Department to ensure that the proposed access satisfies Councils requirements.

**Servicing**

F1. Any upgrades or alterations to existing Council infrastructure required as a result of the development shall be at the full cost of the applicant.

F2. All Plumbing and Drainage Works must be carried out by a licensed plumber and in accordance with the Plumbing and Drainage Act 2011 and the regulations thereunder, the person responsible for the plumbing and drainage works is required to submit the following documentation to Council:

- a. A Notice of Work prior to commencement;
- b. A Certificate of Compliance upon completion of the work; and
- c. A Sewer Service Diagram upon completion of the work and prior to a final inspection being carried out by Council.

NOTE: The Act also requires that a copy of the Certificate of Compliance and the Sewer Service Diagram be supplied to the owner of the premises upon completion of the works.

F3. A Compliance Certificate for the required infrastructure works identified in Column 1 at the times specified in Column 2 must be obtained from Council.

COLUMN 1	COLUMN 2
Water Supply	Certificate of Compliance from GWCC
Sewer Drainage	When all sewerage drainage work is installed and prior to concealment.
Final	Prior to issue of subdivision certificate.

**Goldenfields Water County Council Conditions (GWCC)**

F4. The developer shall submit an application to Goldenfields Water County Council. A Certificate of Compliance will be required prior to the issue of any Final Occupation Certificate.

F5. The development (each title) shall be serviced with electricity, water, gas and telecommunications and prior to the issue of subdivision certificate the following documents shall be submitted to Council to demonstrate that the requirements of the public utility services have been met:

- a) Essential Energy: Notification of Arrangement OR Certificate of Acceptance
- b) Goldenfields Water County Council: Certificate of Compliance



c) Relevant Telecommunications Authority: Notification of Arrangement OR Certificate of Acceptance

F6. The barn building shall not be occupied as a dwelling or used for any other purpose, except for storage purposes.

#### **PART G – PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE**

G1. Prior to the issue of a Subdivision Certificate one A1 set of plans and an electronic copy of the Works-As-Executed plans for all sewerage infrastructure works must be submitted to Council and must detail the works as approved under this consent. The information on the Works-As-Executed plans shall be as specified in Council's applicable Guidelines.

G2. A Subdivision Certificate, pursuant to Section 109C of the Environmental Planning and Assessment Act 1979, as amended must be obtained from Council, prior to its lodgement with the Lands Title Office.

G3. The addresses for the newly created parcels are:-

Proposed Lot 1 – Community title driveway

Proposed Lot 2 – 190 Hoskins Street, Temora

Proposed Lot 3 – 99 Loftus Street, Temora

G4. Service Protection: If any existing services on the land that supply reticulated water, mains electrical power, telecommunications, or natural gas, supplying dedicated or shared services to either allotment shall be protected by a legally created easement on the surveyors plan.

#### **Integrated Planning and Reporting**

Temora Community Strategic Plan 2025-2035

Objective 3: Plan attractive, liveable and sustainable towns, villages and rural communities

Strategy 3.1 Facilitate access to appropriate land, housing and development opportunities, with supporting infrastructure within Temora, Arian Park and Springdale

#### **Council Policy/Legislation**

Temora Local Environmental Plan 2010

Temora Shire Development Control Plan 2012

#### **Options**

Council has the option to approve the development application, subject to conditions, or to refuse the application, or to defer their decision again. However, if deferred again, this is considered to be a deemed refusal, and the applicant has the option to seek for the Development Application to be determined by the Land and Environment Court.

#### **Budget Implications**

The budget implications for Council of approving the proposed development are Council income associated with the construction of a new dwelling.

The budget implications of refusal may be significant if Council is required to defend their decision of refusing the Development Application at the Land and Environment Court, due to the Development Application having no valid reason to be refused in accordance with the Temora Local Environmental Plan 2010.

**Risk Implications**

There is a risk to Council if a valid development application is refused and Council is required to defend their decision at the Land and Environment Court, which will require legal representation.

**RECOMMENDATION**

It is recommended that Council approve Development Application DA26/2025 proposed new dwelling, adaptive reuse of barn building for storage purposes and community title subdivision, 190 Hoskins Street Temora, subject to conditions.

***Report by Claire Golder***



7<sup>th</sup> June 2025

The General Manager  
Temora Shire Council  
PO Box 262  
TEMORA NSW 2666

Email: [temshire@temora.nsw.gov.au](mailto:temshire@temora.nsw.gov.au)  
[cgolder@temora.nsw.gov.au](mailto:cgolder@temora.nsw.gov.au)

Dear General Manager,

**Re: Response to Matters Raised by Council in relation to Development Application DA26/2025 for Subdivision of one (1) Lot into three (3) Community Title Lots, Erection of Single Storey Dwelling House and Change of Use of Existing Stable Building to a Storage Building at 190 Hoskins Street, Temora, NSW**

I am writing on behalf of my clients, Maree and John Booker, to address the matters raised by Council at its Ordinary Council Meeting, held on the 15<sup>th</sup> of May 2025 in relation to the abovementioned development.

I will respond, in turn to each of the matters raised by Council and trust that the responses provided will provide Council with the confidence required to make a favourable decision on what clearly is a supportable and permissible development type.

**Description of the Development:**

The application proposes the subdivision of 1 lot into 3 community title lots, erection of single storey dwelling house and change of use of an existing stables building into storage.

**Subdivision of 1 Lot into 3 Community Title Allotments:**

It is proposed that the existing lot be subdivided via community title to create the following allotments:

- Proposed Lot 1 – neighbourhood lot, utilised for shared access purposes and provides for an area of 90.8 m<sup>2</sup>
- Proposed Lot 2 – will house the existing Westpac Bank Building and provides for an area of 404.9 m<sup>2</sup>
- Proposed Lot 3 - will accommodate the proposed dwelling and storage building and provides for an area of 508.5 m<sup>2</sup>

The subdivision may require the creation of easements for services and the creation of a no build easement between the existing bank building (for fire separation purposes) and proposed dwelling house, and these will be provided for on final sketch plan of subdivision.

**Proposed Single Storey Dwelling House:**

The proposed single storey dwelling house will provide for a total floor area of 274.1 m2 and comprises the following areas

- Living: 189 m2
- Outdoor Living: 24.0 m2
- Garage: 37.7 m2
- Verandah: 23.4 m2

**Total:** 274.1 m2

The dwelling consists of the following spaces:

- Main bedroom with ensuite and WIR
- Bedroom 2
- Bedroom 3
- Main bathroom
- Open plan kitchen, dining and living area
- Laundry
- Garage
- Alfresco; and
- Front veranda

The dwelling will be constructed on a slab on ground footing system, utilising timber wall and roof framing, with the external walls clad in Hebel panel and the roof covered in colorbond steel or equivalent. The roof will incorporate gable ends facing the street with a 30-degree roof pitch.

The dwelling will be provided with dedicated private open space as denoted on the attached plans and will be separated from the public realm via the installation of both 1800 mm high colorbond fencing and open style heritage fencing (1200 mm high) along the Loftus Street site frontage.

It should be noted that the owners intend to utilise a portion of the dwelling as a *home business*, denoted as the Home Office, on the attached plans, the owner undertakes a small-scale book keeping business, on behalf of Legacy Financial Partners (ph.0422 042 639), and the office will be used for administrative and accounting purposes associated with this business.

The dwelling will be provided with a detached carport, accessed off Little Baker Street via an automatic gate.

Access to the proposed dwelling will be afforded via the rear lane and via proposed lot 1 (neighbourhood lot), this access will be constructed to Council standards and be an all-weather paved internal driveway access.

The development proposes irrigated low maintenance landscaping in accordance with the landscaping detail provided in the attached plans.

**Proposed Change of Use of Existing Stables Building to Storage:**

The application proposes an adaptive reuse or change of use of the existing stables building into storage.

The proposed storage building will be used for residential storage purposes associated with the dwelling house. The storage building is an existing structure formerly utilised as a stables building. The building is constructed of brick, with a steel roof.

Proposed works to the former stables building includes:

External -

- New Slab Over Existing Brick Floor to Engineers Specification.

- Maintain Existing Timber Beams/Frames to Existing Openings.
- Infill Existing Openings to Include New Entry Door UD1 and New Window UW2.
- Infill Existing Large Opening with Window UW1.
- Infill Under With 90mm Timber Frame with R2.5.
- Insulation and 75mm Hebel Power Panel Rendered RD2.
- Paint Existing High-Level Barn Doors EP3 – Dulux Palace Stone.
- Existing Roof, Fascia and Gutters to be Painted to Match the New Dwelling. Roof - Colorbond Shale. Grey, Fascia Colorbond Dover White and Gutters Colorbond Basalt.

Internal –

- Line underside of Existing Ceiling/Floor Above.
- Line And Insulate Between Existing Joist Leaving Existing Beam that Runs the Length of The Barn Exposed.
- Existing Brick Walls to Be Sealed With "Crommelin Brick & Render Sealer".
- Create New 1200mm Opening Between Existing Storage Spaces.

The storage building will provide for a total floor area of 35 m2 and comprises the following areas:

- Storage area 1: 19.52m2
- Storage area 2: 9.15m2
- Store area: 4.143m2

**Total:** 35m2

The development proposes irrigated low maintenance landscaping in accordance with the landscaping detail provided in the attached plans.

#### **Existing Westpac Bank Building:**

There will be no works undertaken on the existing bank building.

#### **Servicing:**

The site has access to all required services (sewer, water, electricity, gas and telecommunications) and any required augmentation to existing services as a result of this development, will be undertaken at the owners' costs and to the relevant authorities' requirements.

The development proposal, as previously mentioned will provide for a 'no build easement' for fire separation purposes between the existing Westpac Bank building and the proposed new dwelling. This will be created as a restrictive covenant and will serve the dual purpose of ensuring fire separation requirements under the NCC are met and that an appropriate curtilage is maintained between existing heritage building and proposed new dwelling house.

#### **Application Submission Documents and Statement of Compliance:**

The development application is accompanied by:

- Site Plan;
- Architectural Plans (with renders);
- BASIX Certificates;
- Landscape Plan; and
- Concept Plan of Subdivision.

The application has clearly demonstrated that the proposed development is compatible with existing and surrounding land uses and will have no adverse impacts on adjoining allotments or the locality.

The proposal will not adversely alter or detract from existing commercial/employment related land uses being conducted on adjoining land or adversely affect the amenity or character of the locality.

The proposed development is considered to be in accordance with relevant statutory and non-statutory planning provisions contained within the Temora Local Environmental Plan 2010 and the Temora Development Control Plan 2012.

The application has been supported by Councils Professional Staff (Town Planner) with a recommendation by staff to approve the development with conditions.

The applicants would like to work with Council to ensure that any questions are addressed as opposed to having any refusal by Council appealed to the NSW Land and Environment court at significant cost to Council and the community, especially when the development is a permissible development type and complies with all statutory and non-statutory development controls.

**Development Application Public Notification and Assessment Officers Recommendation:**

It is noted that the proposed development was notified to adjoining land owners in accordance with the provisions of Councils DCP and Community Notification Policy. No objections to the proposed development were received during the notification period.

It is further noted that Council employs the services of a well-respected, very experienced and competent Town Planner who has assessed the development application and recommended that the application be approved subject to conditions.

The above matters will be considered in any appeal application made to the NSW Land and Environment Court by the applicants, if Council decides to refuse the application.

**Matters Raised by the Elected Council:**

It should be noted that the development application was accompanied by a detailed Statement of Environmental Effects that addresses many of the matters raised by Council.

In addition to the responses provided below, it is suggested that the Council obtain copies of the application submission documents and review these documents in detail prior to considering the application at its next Council meeting.

**1. Traffic Impact**

The Statement of Environmental Effects adequately addresses traffic impacts associated with the development and the applicable provisions of the Temora Shire Council Development Control Plan 2012.

The site is located on the north – western side of Hoskins Street and is situated on the corner of the Loftus Street and Hoskins Street intersection, with pedestrian access to the site being provided via the Hoskins Street frontage, and Little Baker Street, and vehicular access being provided from the Little Baker Street Laneway.

Both Hoskins Street and Little Baker Street Road are sealed roads under the control of Council.

Internal site access to the existing Bank building will be provided by a 3.0-metre-wide paved internal access road and via a covenant over the land that secures in perpetuity access and off street carparking for the existing bank and any future land use.

The site and accesses comply with applicable Sight Safety Distances.

The NSW RTAs 'Guide to Traffic Generating Developments' identifies the following traffic generation rates in respect of dwelling houses:

RATES =

- Daily vehicle trips = 9.0 per dwelling Weekday peak hour vehicle trips = 0.85 per dwelling

The NSW RTAs 'Guide to Traffic Generating Developments' identifies the following traffic generation rates in respect of dwelling houses

So, at a worst-case scenario there will be up to 9 traffic movements from and to the site each day as a result of the new dwelling.

The owners have elected to undertake this development due to its accessibility to the main street and in town services being within walking distances which would obviously reduce the maximum anticipated movement rate to the site and thus reducing any traffic impact even further.

The NSW RTAs 'Guide to Traffic Generating Developments' identifies the following traffic generation rates in respect of Office and Commercial Development (the Bank Building and any future such uses):

RATES =

- Daily vehicle trips = 10 per 100 m2 gross floor area Evening peak hour vehicle trips = 2 per 100 m2 gross floor area

The bank encompasses, approximately 150 m2 of floor area and thus up to 15 movements could be expected per day at worst case scenario. These vehicle movements are expected as the site is established, contains an existing building that would likely be used for the purpose of Office and / or Commercial development (which included retail).

Given the location of the existing bank building and its proximity to the CBD and services contained therein it could be reasonably expected that employees would not rely on the use of vehicles for every trip and that vehicle movement frequency would be reduced as a result.

There will be no unacceptable vehicle movements / traffic generated by the development and the site will be frequented by a maximum of 9 additional vehicles per day, in addition to what is already expected from the site. The 9 additional vehicle movements from the site are not unacceptable and will not create or promote any unacceptable traffic impacts within the locality.

Vehicles can enter and exit the carparking area in a forward direction and that will be not traffic conflict with pedestrians promoted by the development there are ample Safe Sight Distances afforded to the accesses and at intersections for both pedestrians and vehicles.

Ample off-street parking is available on the site.

## **2. Future Barn Usage**

The original design intent for the project was for the existing barn building to be refurbished and restored into a 1-bedroom self-contained unit with parking to be used as an Air BNB style accommodation. The Barn/unit was to sit alongside the new proposed dwelling and be used as a business.

A submission was put to Essential energy for review by an external consultant employed by the client David Bridle from Delta Star Design. Essential energy did not approve the proposed design and did not permit the conversion of the Barn for the use of a living quarters.

Please see attached letter from Essential Energy and original design options from Katie Keith Designs contained in Appendix 1 to this document.

The close proximity to the power lines meant a clear zone of 7.5m was required for the drop zone and nothing is allowed to be built within this zone limiting the options for the use of the Barn and restricting the buildable area on the site.

It should be noted that restrictions for items within easement/power line zone by Essential Energy include:

- no power to be installed to building within the zone
- no bathrooms or wet areas
- no items to be built within the drop zone/7.5m exclusion zone
- max height of any item within the power line zone is 2500mm High
- Any item built within the power line zone cannot be climbable.

An additional option was explored but deemed unviable as it would require the relocation of the line underground which in this situation would require works to Loftus Street and be extremely expensive due to the urban environment and other assets in the area.

The design was revised, and the new building was placed outside of the 7.5m drop zone and to comply with the Essential Energy ruling the Barn will be restored and sealed with new doors and windows installed and used as a storage space.

### **3. That residences are not allowed for in current zone**

The development is permissible with consent under the provisions of the Temora Local Environmental Plan 2010 (TLEP 2010).

The Council is correct in its initial view that dwellings are not permitted under the E1 Local Centre Zone Land Use Table contained within the TLEP 2010, as dwelling houses are not nominated as permissible development types, and Residential Accommodation is prohibited with the zone within the land use table. A dwelling is a form of residential accommodation.

The development, and specifically the erection of a dwelling house is permitted under and by virtue of Clause 5.10, Subclause (10) of the Temora Local Environmental Plan 2010, which provides:

'Conservation incentives', of this section provides that:

***The consent authority may grant consent to development for any purpose of a building that is a heritage item or of the land on which such a building is erected, or for any purpose on an Aboriginal place of heritage significance, even though development for that purpose would otherwise not be allowed by this Plan, if the consent authority is satisfied that—***

- (a) the conservation of the heritage item or Aboriginal place of heritage significance is facilitated by the granting of consent, and*
- (b) the proposed development is in accordance with a heritage management document that has been approved by the consent authority, and*
- (c) the consent to the proposed development would require that all necessary conservation work identified in the heritage management document is carried out, and*



- (d) the proposed development would not adversely affect the heritage significance of the heritage item, including its setting, or the heritage significance of the Aboriginal place of heritage significance, and*
- (e) the proposed development would not have any significant adverse effect on the amenity of the surrounding area*

The Statement of Environmental Effects that accompanies the development application demonstrates the heritage conservation value that the development will provide to the bank and stables building:

*The bank and stables buildings are listed heritage items, and the buildings have been an important part of Temora's heritage since their construction. The proposal retains the main building (no changes proposed or required) and also preserves the stables building via an adaptive reuse of the building.*

*The development will ensure that the buildings significant architectural features and social significance to the town are retained.*

*Under the provisions of this clause, development consent is required for erecting a building on land on which a heritage item is located or that is within a heritage conservation area. The submission of this Development Application satisfies this requirement.*

*The consent authority must, before granting consent under this clause in respect of a heritage item or heritage conservation area, consider the effect of the proposed development on the heritage significance of the item or area concerned.*

*The subject development proposal retains the main building and stable buildings and their distinguishing features.*

*The application is seeking consent to undertake works on the site, to a listed item (stables building only) of environmental heritage and heritage has been assessed and discussed in various sections within this report. The development will result in improved outcomes to a heritage item. The stable buildings will be retained and reused, and the development will enable the owners to sustainably manage the 2 heritage items on the site.*

*The development works will result in the ongoing use and maintenance of the premises which will serve to conserve the buildings for use and appreciation of its heritage significance.*

**The development is permissible under Section 5.10 (10) of the Temora Local Environmental Plan 2010.**

#### **4. Parking impacts**

The development proposes the provision of 4 off street carparking spaces.

These spaces comprise of the following:

- 2 x spaces for the existing bank building
- 2 x spaces for dwelling (1 in garage and 1 in carport)

**It is noted that the site has not previously provided formalised car parking spaces and that car parking has been historically provided in the rear car park in an adhoc manner in combination with a reliance on the ample on street car parking spaces provided for on Hoskins Street.**

The NSW Roads and Maritime Services Guide to Traffic Generating Development provides that the following parking rate shall be provided for dwellings:

- A minimum of one parking space (preferably two) is recommended for dwelling houses. If there is dual occupancy on a residential lot, a minimum of two parking spaces is recommended.

The residential development component complies with this rate.

The NSW Roads and Maritime Services Guide to Traffic Generating Development provides that the following parking rate shall be provided for a commercial premises:

- unrestrained situation - 1 space per 40m<sup>2</sup> gross floor area.
- restrained situation - refer to council parking code and applicable local plans.

The proponents have made provision for 2 car spaces on the site, for the bank building – there is ample on street parking available in Hoskins Street for use by patrons of the bank, in fact most Country Towns encourage the use of on street carparking areas as this results in main street and CBD activation.

On street car parking is a 'good' problem to have. The lack of cars using on street car parks would in most instances indicate the sustainability of a CBD and provide for little economic development for businesses

It is considered that the development complies with parking requirements of Councils Development Control Plan.

What are the parking impacts that Council is concerned about? The development clearly provides for the required number of car parking spaces as required under Councils development control plan and the development is not relying on the use of on street parking in any form.

#### **5. The Bank can be separated out after subdivision**

The application proposes the Subdivision of 1 Lot into 3 Community Title Allotments.

It is proposed that the existing lot be subdivided via community title to create the following allotments:

- Proposed Lot 1 – neighbourhood lot, utilised for shared access purposes and provides for an area of 90.8 m<sup>2</sup>
- Proposed Lot 2 – will house the existing Westpac Bank Building and provides for an area of 404.9 m<sup>2</sup>
- Proposed Lot 3 - will accommodate the proposed dwelling and storage building and provides for an area of 508.5 m<sup>2</sup>

The subdivision may require the creation of easements for services and the creation of a 'no build easement' between the existing bank building (for fire separation purposes) and proposed dwelling house, and these will be provided for on final sketch plan of subdivision.

There is no minimum lot size map applying to the site and whilst it is technically possible to undertake a further subdivision of the site; this would not be supported by Council and the reality is that the community title allotment that the bank will be located upon comprises 404 m<sup>2</sup> approximately and is essentially all built over – **there is no further subdivision potential for the proposed bank lot and thus the bank cannot be further separated after the current proposed community title subdivision.**

**In addition, no developer in their right mind would propose a subdivision of land on a lot that is already essentially fully built over, this makes no economic sense and there is no value in such a proposal.**

The subdivision component of the development will support the future preservation of the bank building by reducing the overall maintenance costs of the site, due to reduced land area to manage, and a future high-quality building to be constructed alongside, which encourages this heritage building to also be well-presented.

## 6. Design Options for Noise

Given the nature of the development, and the introduction of a dwelling house land use, it is not anticipated that the development will create any adverse long-term noise, or vibration impacts on the existing bank, or its future uses or the locality in general.

There are no known existing noise impacts currently being experienced by surrounding development and it is expected that the potential for future noise issues is unlikely as a result of approving this development.

It is noted that Council has no Strategic Land Use Policies that prevent the introduction of a dwelling house on the site or that require that future development on an existing site (i.e. the Bank and any change of use) or within an existing building be protected by placing restrictions on a proposed development (the proposed dwelling).

A respective development should be assessed against the current status quo and not in regard to a potential future land use that may never eventuate, in instances where there are no statutory or non-statutory land use policy requirements for this – as is the current situation. Development would not be able to proceed anywhere if such a philosophy was applied to development in NSW.

The proposal will not result in any unacceptable impacts in regard to noise or vibration, it is for a residential dwelling house.

The proposed land use is compatible with the existing land uses, and there are numerous examples of this provided in the submission attached to this letter by Katie Keith Design.

External material selection:

It should however be noted that the proposed dwelling will be constructed out of 75mm Hebel power panel a 90mm timber stud with R2.5 bulk insulation and 10mm plasterboard internally.

Hebel has been selected due to its strength, durability, non-combustible nature and ability to endure extreme heat with a fire rating of up to 180/180/180 **as well as its exceptional soundproofing qualities.**

Windows & doors:

The proposed dwelling's windows and doors are all doubled glazed with the windows to the front (Loftus Street) being double glazed timber windows which provide additional acoustic attenuation for and to the dwelling.

## 7. Heritage Conservation

As identified in the Statement of Environmental Effects that accompanied the application, the bank and stables buildings are listed heritage items, and the buildings have been an important part of Temora's heritage since their construction.

The proposal retains the main building (no changes proposed or required) and also preserves the stables building via an adaptive reuse of the building.

The development will ensure that the buildings significant architectural features and social significance to the town are retained.

Under the provisions of clause 5.10 of the TLEP 2010, development consent is required for erecting a building on land on which a heritage item is located or that is within a heritage conservation area. The submission of this Development Application satisfies this requirement.

The consent authority must, before granting consent under this clause in respect of a heritage item or heritage conservation area, consider the effect of the proposed development on the heritage significance of the item or area concerned.

The subject development proposal retains the main building and stable buildings and their distinguishing features.

**The development will result in improved outcomes to a heritage item. The stable buildings will be retained and reused, and the development will enable the owners to sustainably manage the 2 heritage items on the site.**

**The development works will result in the ongoing use and maintenance of the premises which will serve to conserve the buildings for use and appreciation of its heritage significance.**

The development will have no adverse effects on the items, site or surrounding locality.

## 8. Other considerations

### Locality:

The site is adjoined by mixed used commercial and residential land uses (shop fronts with rear / combined residential accommodation) to the north, south and west (to the west there is a number of single storey detached unit development) and public parkland to the east.

The proposed development is located with the E1 zone Local centre; however, it is noted that the neighbouring properties across the lane (Little Baker) and next door (located at the back and or above the Hoskin Street shop fronts) are residential properties.

Please refer to aerial view below demonstrating location of existing dwellings in proximity to the site.



Figure 1: Image of Existing residential development in Proximity to the Site (Source: Katie Keith Design)

Noting the number of neighbouring residential properties and the Motel located across the road (as identified in Figure 1), it is highly unlikely that the Heritage Bank building would be sold off and turned into a facility such as a nightclub. However, if this was to occur there are other examples of this within the Temora Local centre – refer to attached document prepared by Katie Keith Design.

**Providing housing for individual needs and preferences:**

Temora is a town with a diverse range of demographics and with an aging population.

The proposed development has been designed to the adaptable living standard allowing for a safe comfortable purposefully designed house that would be suited to persons with a disability and the elderly allowing them to live longer in their own home.

Another consideration is locality the proposed site was selected by the client due to its close proximity to Hoskins Street and the local shopping hub as well as Woolworths, IGA, local churches, clubs and green spaces. All of which are within walking distance. Given that Temora currently has no public transport or taxi service this proximity to these essential items makes the proposed dwelling suitable for the intended occupants and future occupants.

Currently in town available greenfield land is on the out skirts of town not within walking distance to local facilities and are large size high maintenance blocks which do not suit everyone's needs.

It is important to provide the town and its people with a variety of housing options when it comes to where and how they would like to live.

Consideration should also be taken into account that the local centre of Temora was originally designed as mixed use with most of the heritage shopfronts having residential living above or behind. Or residential infilled in between as seen in the outer ends of Hoskins Street.

Please see images contained in Appendix 1 of below.

If Council proceeds to determine the subject application in its current form by way of refusal, it is highly likely that an appeal under the applicable provisions of **Division 8.3 'Appeals—development consents' of the Environmental Planning and Assessment Act 1979 will be initiated.**

Please confirm receipt of this response and advise my clients of any future opportunities to engage with Council or make any further representations on the development prior to its determination by Council.

Please do not hesitate to contact me on 0437 663 673 to discuss this matter further.

Yours sincerely



Colby Farmer

**CAF Building and Town Planning Consultancy**

## Appendix 1 – Essential Energy Response and Katie Keith Original Design Options

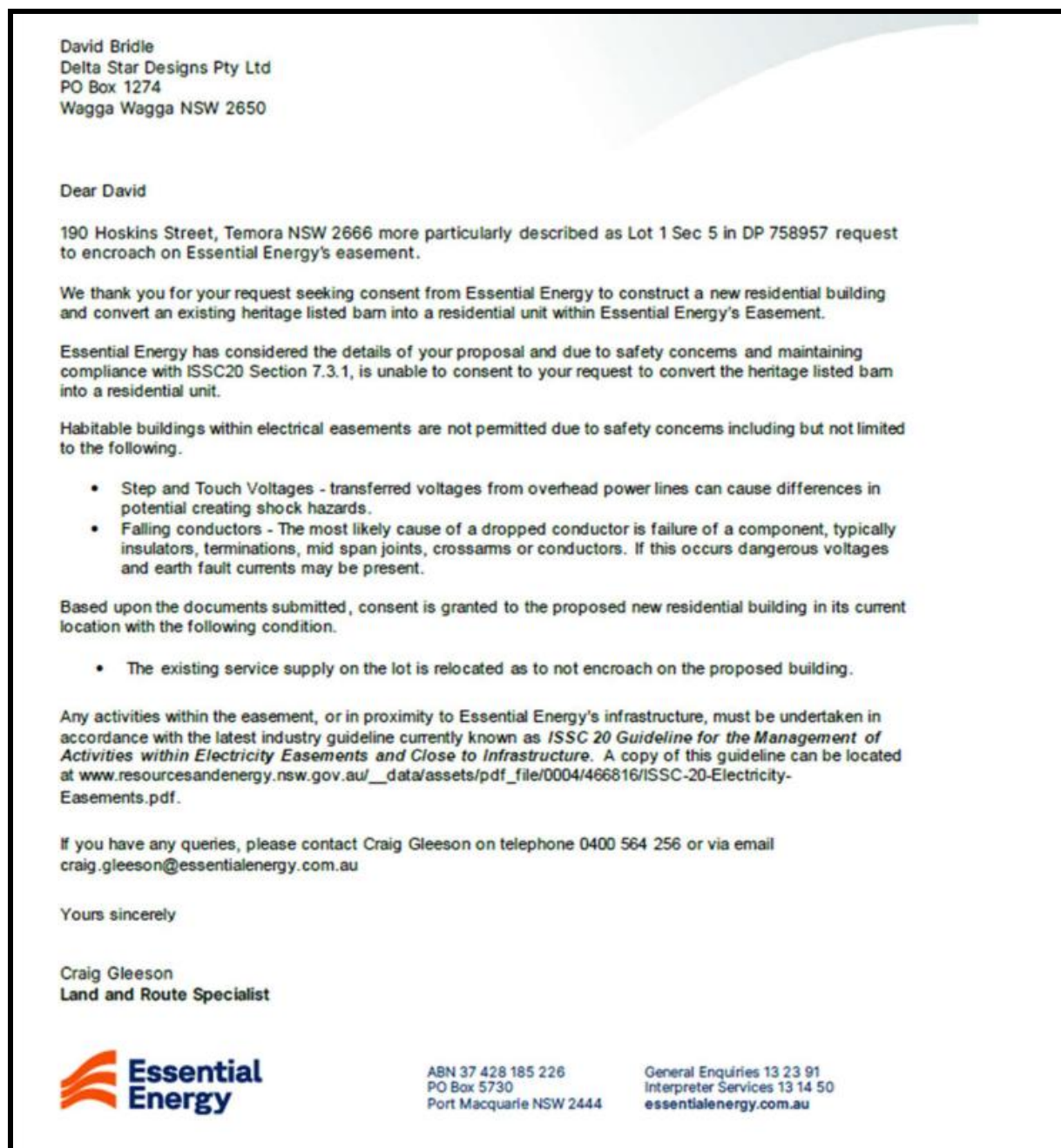


Figure 2: Letter and Ruling from Essential Energy (Source: Essential Energy)

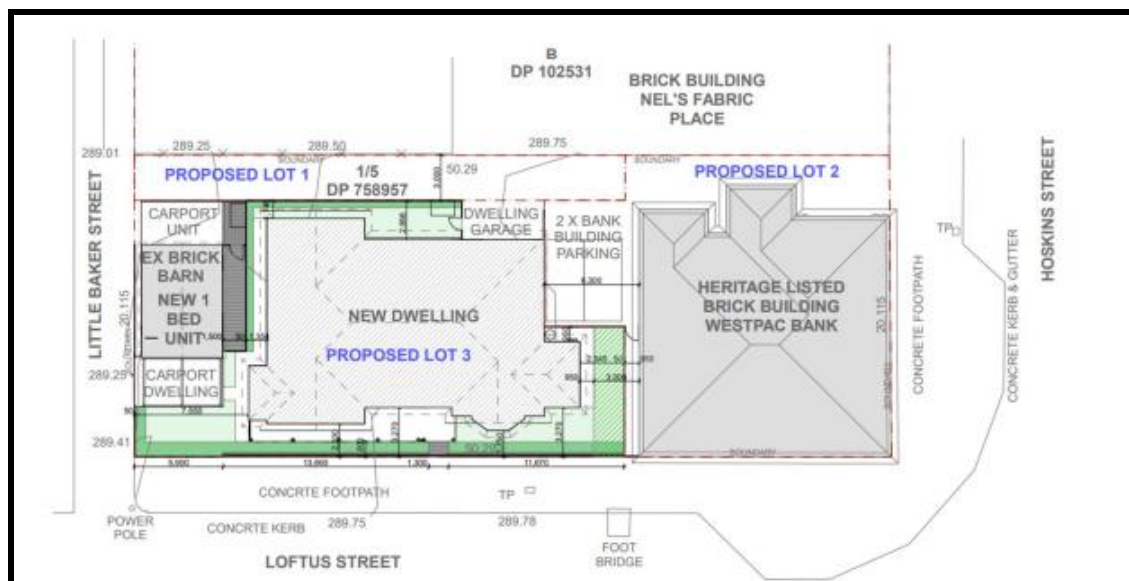


Image: KKD site plan of original design with 1 bedroom unit.

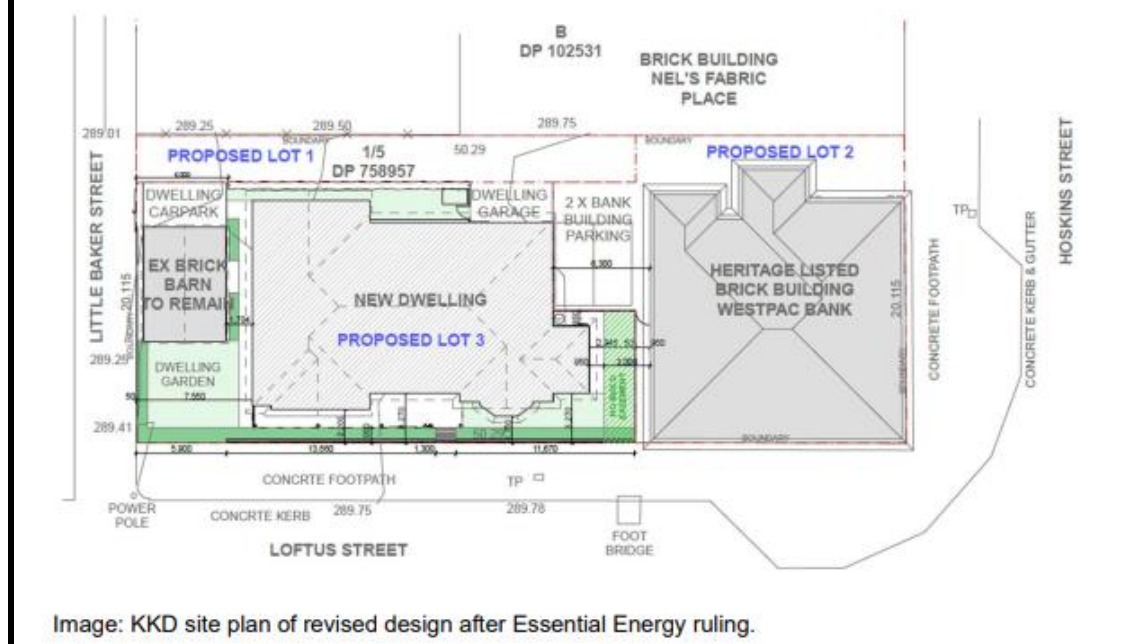


Image: KKD site plan of revised design after Essential Energy ruling.

Image 3: Original Design Options for Barn (Source: Katie Keith Designs)





## **Original design intent for 190 Hoskins Street Temora**

### **Proposed use for Barn**

The original design intent for the project was for the existing barn building to be refurbished and restored into a 1-bedroom self-contained unit with parking to be used as an Air BNB style accommodation. The Barn/unit was to sit along side the new proposed dwelling and be used as a business.

A submission was put to Essential energy for review by an external consultant employed by the client David Bridle from Delta Star Design. Essential energy did not approve the proposed design and did not permit the conversion of the Barn for the use of a living quarter. Please see attached letter from Essential Energy.

The close proximity to the power lines meant a clear zone of 7.5m was required for the drop zone and nothing is allowed to be built within this zone limiting the options for the use of the Barn and restricting the buildable area on the site.

#### **Restrictions for items within easement/power line zone include:**

- no power to be installed to building within the zone.
- no bathrooms or wet areas.
- no items to be built within the dropzone/7.5m exclusion zone.
- max height of any item within the power line zone is 2500mm H.
- Any item built within the power line zone cannot be climbable.

An additional option was explored but deemed unviable as it would require the relocation of the line underground which in this situation would require works to Loftus Street and be extremely expensive due to the urban environment and other assets in the area.

The design was revised and the new building was placed outside of the 7.5m drop zone and to comply with the Essential Energy ruling the Barn will be restored and sealed with new doors and windows installed and used as a storage space.

KKD





## Essential energy ruling

Ref: DAEP - 240700013

13 August 2024

David Bridle  
Delta Star Designs Pty Ltd  
PO Box 1274  
Wagga Wagga NSW 2650

Dear David

190 Hoskins Street, Temora NSW 2666 more particularly described as Lot 1 Sec 5 in DP 758957 request to encroach on Essential Energy's easement.

We thank you for your request seeking consent from Essential Energy to construct a new residential building and convert an existing heritage listed barn into a residential unit within Essential Energy's Easement.

Essential Energy has considered the details of your proposal and due to safety concerns and maintaining compliance with ISSC20 Section 7.3.1, is unable to consent to your request to convert the heritage listed barn into a residential unit.

Habitable buildings within electrical easements are not permitted due to safety concerns including but not limited to the following.

- Step and Touch Voltages - transferred voltages from overhead power lines can cause differences in potential creating shock hazards.
- Falling conductors - The most likely cause of a dropped conductor is failure of a component, typically insulators, terminations, mid span joints, crossarms or conductors. If this occurs dangerous voltages and earth fault currents may be present.

Based upon the documents submitted, consent is granted to the proposed new residential building in its current location with the following condition.

- The existing service supply on the lot is relocated as to not encroach on the proposed building.

Any activities within the easement, or in proximity to Essential Energy's infrastructure, must be undertaken in accordance with the latest industry guideline currently known as *ISSC 20 Guideline for the Management of Activities within Electricity Easements and Close to Infrastructure*. A copy of this guideline can be located at [www.resourcesandenergy.nsw.gov.au/\\_data/assets/pdf\\_file/0004/466816/ISSC-20-Electricity-Easements.pdf](http://www.resourcesandenergy.nsw.gov.au/_data/assets/pdf_file/0004/466816/ISSC-20-Electricity-Easements.pdf).

If you have any queries, please contact Craig Gleeson on telephone 0400 564 256 or via email [craig.gleeson@essentialenergy.com.au](mailto:craig.gleeson@essentialenergy.com.au)

Yours sincerely

Craig Gleeson  
Land and Route Specialist



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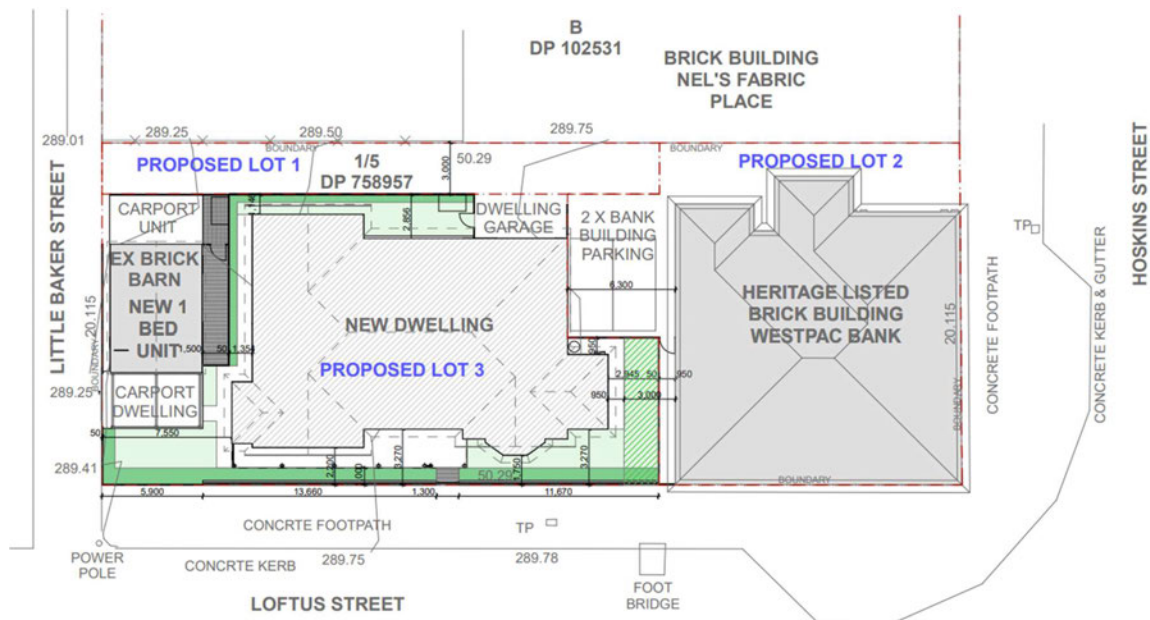


Image: KKD site plan of original design with 1 bedroom unit.

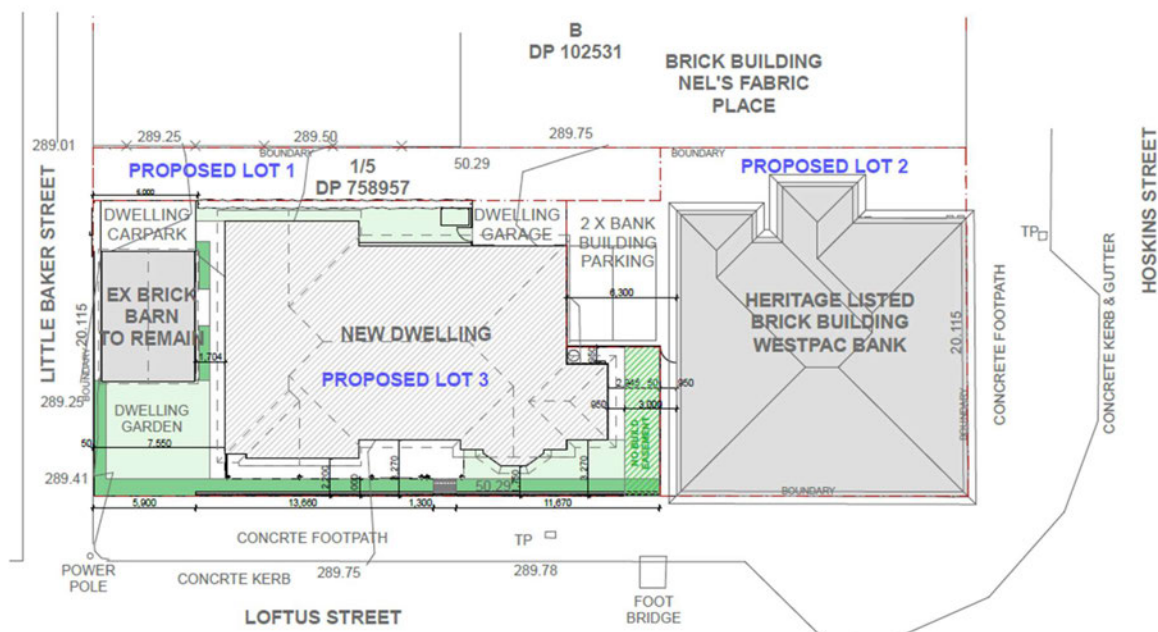


Image: KKD site plan of revised design after Essential Energy ruling.



## Design considerations for noise

### External material selection

The proposed dwelling will be constructed out of 75mm Hebel power panel a 90mm timber stud with R2.5 bulk insulation and 10mm plasterboard internally.

Hebel has been selected due to its strength, durability, non-combustible nature and ability to endure extreme heat with a fire rating of up to 180/180/180 as well as its exceptional soundproofing qualities.

### Windows & doors.

The proposed dwellings windows and doors are all doubled glazed with the windows to the front (Loftus Street) being double glazed timber windows which provide additional acoustics to the dwelling.

## Other considerations:

### Locality

The proposed development is located with the E1 zone Local centre however it is noted that the neighbouring properties across the lane (Little Baker) and next door (located at the back and or above the Hoskin Street shop fronts) are residential properties. Please refer to arial view.





Noting the number of neighbouring residential properties and the Motel located across the road it is highly unlikely that the Heritage Bank building would be sold off and turn into a facility such as a nightclub. However, if this was to occur there are other examples of this within the Temora Local centre. Please see images below.

### **Providing housing for individual needs and preferences.**

Temora is a town with a diverse range of residence and with an aging population. The proposed development has been designed to the adaptable living standard allowing for a safe comfortable purposefully designed house that would be suited to persons with a disability and the elderly allowing them to live longer in their own home.

Another consideration is locality the proposed site was selected by the client due to its close proximity to Hoskins Street and the local shopping hub as well as Woolworths, IGA, local churches, clubs and green spaces. All of which are within walking distance.

Given that Temora currently has no public transport or taxi service this proximity to these essential items makes the proposed dwelling suitable for the intended occupants and future occupants.

Currently in town available green fill land is on the out skirts of town not within walking distance to local facilities and are large size high maintenance blocks which do not suit everyone's needs.

It is important to provide the town and its people with a variety of options when it comes to where and how they would like to live.

Consideration should also be taken into account that the local centre of Temora was originally designed as mixed use with most of the heritage shopfronts having residential living above or behind. Or residential infilled in between as seen in the outer ends of Hoskins Street. Please see images below.



**Heritage infill examples:**

Image of heritage infill within the Local Centre from 1930s-1950s. Examples of residential infill within our Local Centre is represented well within the Auswild building strip including an individual dwelling between commercial premises, a two-story dwelling with accommodation under between commercial premises and a unit building between to commercial buildings.



Image of a freestanding heritage dwelling between to heritage commercial buildings in the township of Murrumburrah.



**Modern infill examples:**



Image of residential infill within the Local Centre and next door to a licensed premises that would generate after hours noise.



Image of residential infill within the Local Centre and next door to two commercial premises and within close proximity to a license after hours premises.



Image of new infill freestanding dwellings on Loftus Street down from the proposed development within close proximity to two licensed premises that operate after hours.



Image of new infill freestanding dwellings on Loftus Street down from the proposed development within close proximity to two licensed premises that operate after hours.



2024

# Development Application For Subdivision of one (1) Lot into three (3) Community Title Lots, Erection of Single Storey Dwelling House and Change of Use of Existing Stable Building to Storage

190 Hoskins Street, Temora NSW 2666  
Lot 1, Section 5, DP 758957

## Statement of Environmental Effects


Prepared for Maree and John Booker





Subdivision of one (1) Lot into three (3) Community Title Lots, Erection of Single Storey Dwelling House, and Change of Use of Existing Stable Building to Storage | October 2024

## Document Verification Schedule

		Project					
		Subdivision of one (1) Lot into three (3) Community Title Lots, Erection of Single Storey Dwelling House, and Change of Use of Existing Stable Building to a Storage  190 Hoskins Street, Temora NSW 2666  Lot 1, Section 5, DP 758957					
Revision	Date	Prepared By		Checked By		Approved By	
Final	20.12.23	Name	Colby Farmer	Name	Katie Keith	Name	Maree Booker
Updated Final	13.06.24	Name	Colby Farmer	Name	Katie Keith	Name	Maree Booker
Updated Final	12.10.24	Name	Colby Farmer	Name	Katie Keith	Name	Maree Booker



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Subdivision of one (1) Lot into three (3) Community Title Lots, Erection of Single Storey Dwelling House, and Change of Use of Existing Stable Building to Storage | October 2024

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Subdivision of one (1) Lot into three (3) Community Title Lots, Erection of Single Storey Dwelling House, and Change of Use of Existing Stable Building to Storage | October 2024

## 1 INTRODUCTION

### 1.1 OVERVIEW

This Statement of Environmental Effects (SEE) has been prepared on behalf of Maree and John Booker (the clients) to form part of a Development Application (DA) seeking Council's consideration for the Subdivision of one (1) Lot into three (3) Community Title Lots, Erection of Single Storey Dwelling House, and Change of Use of Existing Stable Building to Storage, located at 190 Hoskins Street, Temora, NSW (the site).

Surrounding properties consist of commercial land uses, as illustrated in the aerial image of the site and its surrounds provided in Figure 1 below.



Figure 1 Aerial Image of the development site and surrounds (Source: Mecone Mosaic)

The development site comprises of 1 allotment, being rectangular in shape, has frontage to Hoskins Street and is provided with rear lane access, via the Little Baker Street laneway. The site is zoned E1 Local Centre under the provisions of the Temora Local Environmental Plan 2010 (TLEP). Surrounding and adjoining lots are zoned also zoned E1 Local Centre, with the land adjacent to the site, being zoned RE1 Public Recreation (Paleface Park).

It is considered that the proposed development is compatible with existing and surrounding land uses and will have no adverse impacts on adjoining allotments or the locality. The proposal will not adversely alter or detract from existing commercial/employment related land uses being conducted on adjoining land, or adversely affect the amenity or character of the locality. The proposed development is considered to be in accordance with relevant statutory and non-statutory planning provisions contained within the Temora Local Environmental Plan 2010 and the Temora Development Control Plan 2012.

The development application is accompanied by:

- Site Plan;
- Architectural Plans (with renders);
- BASIX Certificates;
- Landscape Plan; and
- Concept Plan of Subdivision.

It is considered that the development is permissible with consent, subject to a merits assessment.

## 1.2 SCOPE OF STATEMENT OF ENVIRONMENTAL EFFECTS

This Statement of Environmental Effects accompanies a development application for the proposed development. It has been prepared on behalf of the client and includes the matters referred to in Section 4.15 of the *Environmental Planning and Assessment Act 1979* and the matters required to be considered by Council.

The purpose of this SEE is to:

- Describe the land to which the development application relates to and the character of the surrounding area;
- Describe the proposed development;
- Define the statutory planning framework within which the DA is to be assessed and determined; and
- Assess the proposal against the relevant heads of consideration as defined by Section 4.15 of the *Environmental Planning & Assessment Act 1979* (EP&A Act).

## 2 DESCRIPTION

### 2.1 DEVELOPMENT SITE AND LOCALITY

The development site is known as 190 Hoskins Street, Temora and is legally described as Lot 1, Section 5, DP 758957.

The land is approximately 1002 m<sup>2</sup> and currently contains an old bank building, brick stables building, and existing concrete slab. The site is highly modified and contains some existing vegetation in the form of trees and shrubs.

A base plan of the development site is illustrated in [Figure 2](#) below.

The site is adjoined by mixed used commercial and residential land uses (shop fronts with rear / combined residential accommodation) to the north, south and west (to the west there is a number of single storey detached unit development) and public parkland to the east.

The site, containing the existing bank building is listed as an item of environmental heritage under the Temora Shire Local Environmental Plan 2010 (Item I25). The building is Italianate stucco design, which was completed in 1907 as the Bank of NSW which was previously in a wooden building established at the outset of the goldrush.

The building it is considered to be a historically significant building as well as an architecturally impressive building in Hoskins Street. The heritage significance of the premises will be discussed elsewhere in this report.

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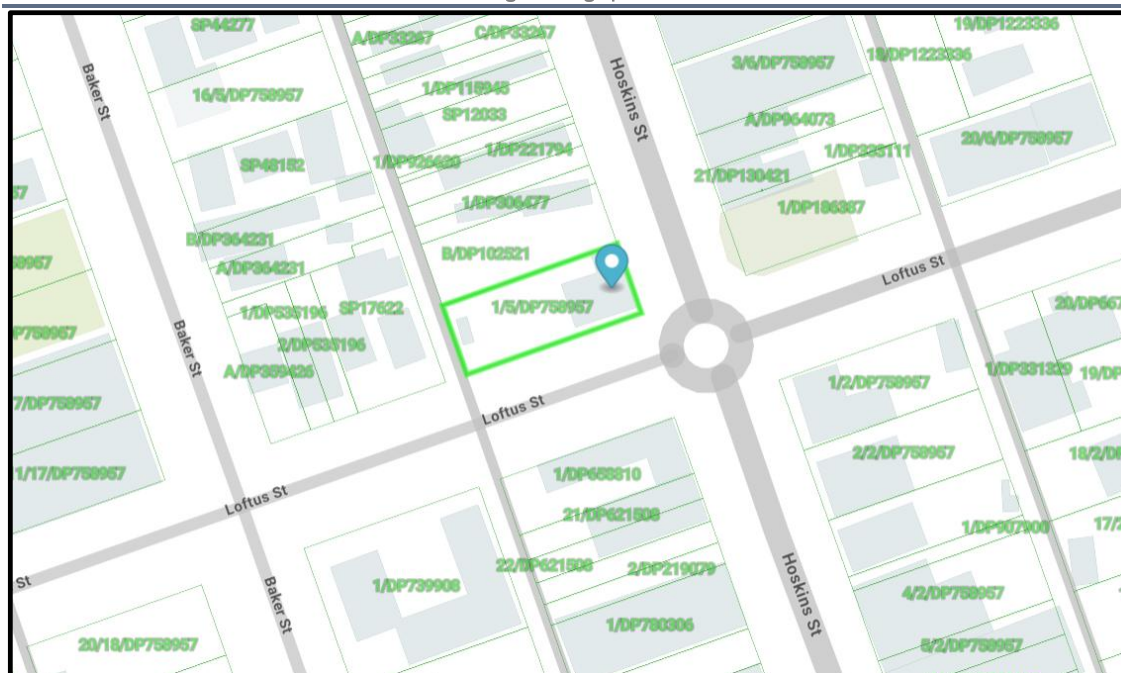


Figure 2 Locality Base Plan (Source: Mecone Mosaic)

The site is located on the north – western side of Hoskins Street and is situated on the corner of the Loftus Street and Hoskins Street intersection, with pedestrian access to the site being provided via the Hoskins Street frontage, and Little Baker Street, and vehicular access being provided from the Little Baker Street Laneway.

The site is relatively flat and incorporates a gentle, almost undistinguishable slope from east to west.

The site is not identified as being bushfire prone land, and nor is it identified as being subject to riverine flooding at a 1:100 ARI Event or as being located in a Riverine Flood Planning Area.

The site currently contains an old bank building, and brick stables building. The site is highly modified and contains some existing vegetation in the form of trees and shrubs.

A review of the deposited plans for the site identifies that there are no easements or restrictions over the allotment that comprises the development site.

A close-up aerial view of the development site is provided in [Figure 3](#) below.



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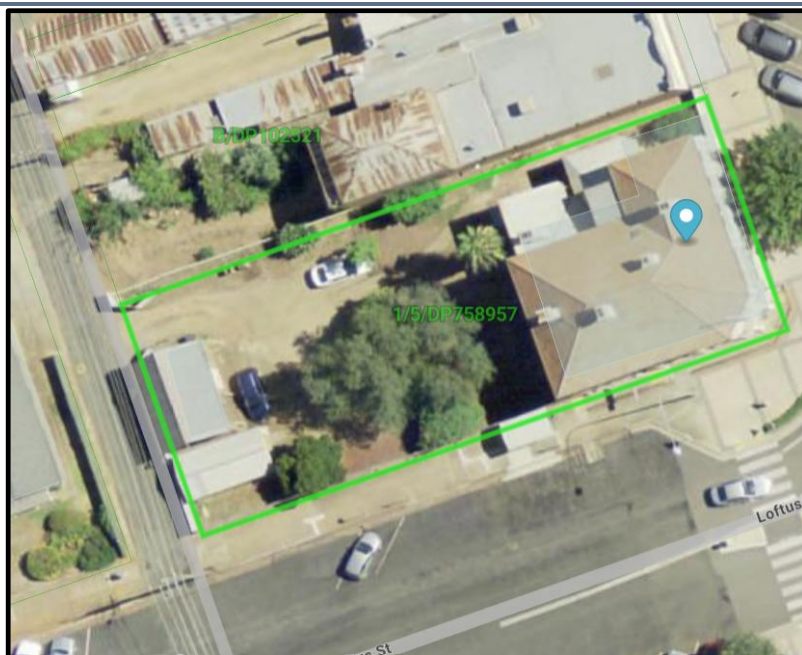


Figure 3 Close up Aerial Image of the Development Site and Surrounds (Source: Mecone Mosaic)

## 2.2 PROPOSED DEVELOPMENT

The application proposes the subdivision of 1 lot into 3 community title lots, erection of single storey dwelling house and change of use of an existing stables building into storage.

### Subdivision of 1 Lot into 3 Community Title Allotments:

It is proposed that the existing lot be subdivided via community title to create the following allotments:

- Proposed Lot 1 – neighbourhood lot, utilised for shared access purposes and provides for an area of 90.8 m<sup>2</sup>
- Proposed Lot 2 – will house the existing Westpac Bank Building and provides for an area of 404.9 m<sup>2</sup>
- Proposed Lot 3 - will accommodate the proposed dwelling and storage building and provides for an area of 508.5 m<sup>2</sup>

The subdivision may require the creation of easements for services and the creation of a no build easement between the existing bank building (for fire separation purposes) and proposed dwelling house, and these will be provided for on final sketch plan of subdivision.

### Proposed Single Storey Dwelling House:

The proposed single storey dwelling house will provide for a total floor area of 264.1 m<sup>2</sup> and comprises the following areas:

- Living: 189 m<sup>2</sup>
- Outdoor Living: 24.0 m<sup>2</sup>
- Garage: 37.7 m<sup>2</sup>
- Verandah: 23.4 m<sup>2</sup>

**Total:** 274.1 m<sup>2</sup>

The dwelling consists of the following spaces:

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- Main bedroom with ensuite and WIR
- Bedroom 2
- Bedroom 3
- Main bathroom
- Open plan kitchen, dining and living area
- Laundry
- Garage
- Alfresco; and
- Front and side veranda

The dwelling will be constructed on a slab on ground footing system, utilising timber wall and roof framing, with the external walls clad in Hebel panel and the roof covered in colorbond steel or equivalent. The roof will incorporate gable ends facing the street with a 30-degree roof pitch.

The dwelling will be provided with dedicated private open space as denoted on the attached plans and will be separated from the public realm via the installation of both 1800 mm high colorbond fencing and open style heritage fencing (1200 mm high) along the Loftus Street site frontage.

It should be noted that the owners intend to utilise a portion of the dwelling as a *home business*, denoted as the Home Office, on the attached plans, the owner undertakes a small-scale book keeping business, on behalf of Legacy Financial Partners (ph.0422 042 639), and the office will be used for administrative and accounting purposes associated with this business.

The dwelling will be provided with a detached carport, described more as an arbour structure, accessed off Little Baker Street via an automatic gate.

Access to the proposed dwelling will be afforded via the rear lane and via proposed lot 1 (neighbourhood lot), this access will be constructed to Council standards and be an all-weather paved internal access.

The development proposes irrigated low maintenance landscaping in accordance with the landscaping detail provided in the attached plans.

#### **Proposed Change of Use of Existing Stables Building to Storage:**

The application proposes an adaptive reuse or change of use of the existing stables building into storage.

The proposed storage building will be used for residential storage purposes associated with the dwelling house. The storage building is an existing structure formerly utilised as a stables building. The building is constructed of brick, with a steel roof.

Proposed works to the former stables building includes:

External -

- New Slab Over Existing Brick Floor to Engineers Specification.
- Maintain Existing Timber Beams/Frames to Existing Openings.
- Infill Existing Openings to Include New Entry Door UD1 and New Window UW2.
- Infill Existing Large Opening with Window UW1.
- Infill Under With 90mm Timber Frame with R2.5.
- Insulation and 75mm Hebel Power Panel Rendered RD2.
- Paint Existing High-Level Barn Doors EP3 – Dulux Palace Stone.
- Existing Roof, Fascia and Gutters to be Painted to Match the New Dwelling. Roof - Colorbond Shale. Grey, Fascia Colorbond Dover White and Gutters Colorbond Basalt.

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Internal –

- Line underside of Existing Ceiling/Floor Above.
- Line And Insulate Between Existing Joist Leaving Existing Beam that Runs the Length of The Barn Exposed.
- Existing Brick Walls to Be Sealed With "Crommelin Brick & Render Sealer".
- Create New 1200mm Opening Between Existing Storage Spaces.

The storage building will provide for a total floor area of 35 m2 and comprises the following areas:

- Storage area 1: 19.52m2
- Storage area 2: 9.15m2
- Toilet area: 4.143m2

**Total:** 35m2

The development proposes irrigated low maintenance landscaping in accordance with the landscaping detail provided in the attached plans.

#### **Existing Westpac Bank Building:**

There will be no works undertaken on the existing bank building.

#### **Servicing:**

The site has access to all required services (sewer, water, electricity, gas and telecommunications) and any required augmentation to existing services as a result of this development, will be undertaken at the owners' costs and to the relevant authorities' requirements.

The development proposal, as previously mentioned will provide for a 'no build easement' for fire separation purposes between the existing Westpac Bank building and the proposed new dwelling. This will be created as a restrictive covenant and will serve the dual purpose of ensuring fire separation requirements under the NCC are met and that an appropriate curtilage is maintained between existing heritage building and proposed new dwelling house.

Refer to attached plans and specifications for greater detail on the proposed development alterations and additions. An image of the proposed site plan is provided in [Figure 4](#) below.

#### **Essential Energy Comments on Proposal:**

It should be noted that the original proposal was to incorporate the conversion of the Stables Building to a Secondary Dwelling, as a result of electrical requirements imposed by EE, the proposal has been amended to remove the secondary dwelling component and replace this with the proposed conversion of the Stables to a Building that will be solely used for residential storage.

Essential Energy, has provided the following advice in correspondence dated the 13<sup>th</sup> of August 2024 in relation to the proposal (full letter has been uploaded to the Planning Portal):

*Habitable buildings within electrical easements are not permitted due to safety concerns including but not limited to the following:*

- *Step and Touch Voltages - transferred voltages from overhead power lines can cause differences in potential creating shock hazards.*
- *Falling conductors - The most likely cause of a dropped conductor is failure of a component, typically insulators, terminations, mid span joints, crossarms or conductors. If this occurs dangerous voltages and earth fault currents may be present.*



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Based upon the documents submitted, consent is granted to the proposed new residential building in its current location with the following condition:

- The existing service supply on the lot is relocated as to not encroach on the proposed building.

The development now ensures that there is no habitable building located within an electrical easement. Figure

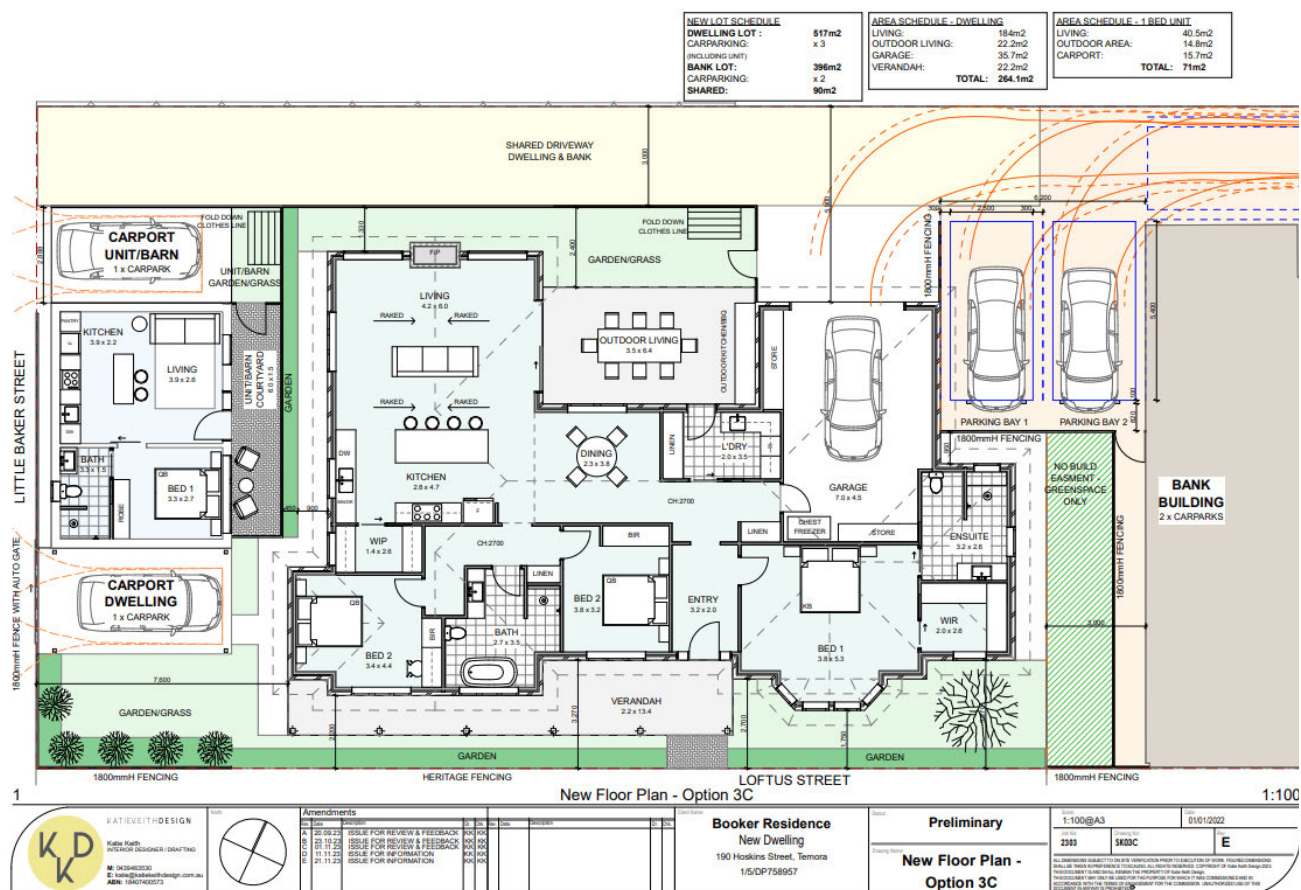


Figure 4 Original Site and Floor Plan Prior to EE Comments (Source; Katie Kieth Design)

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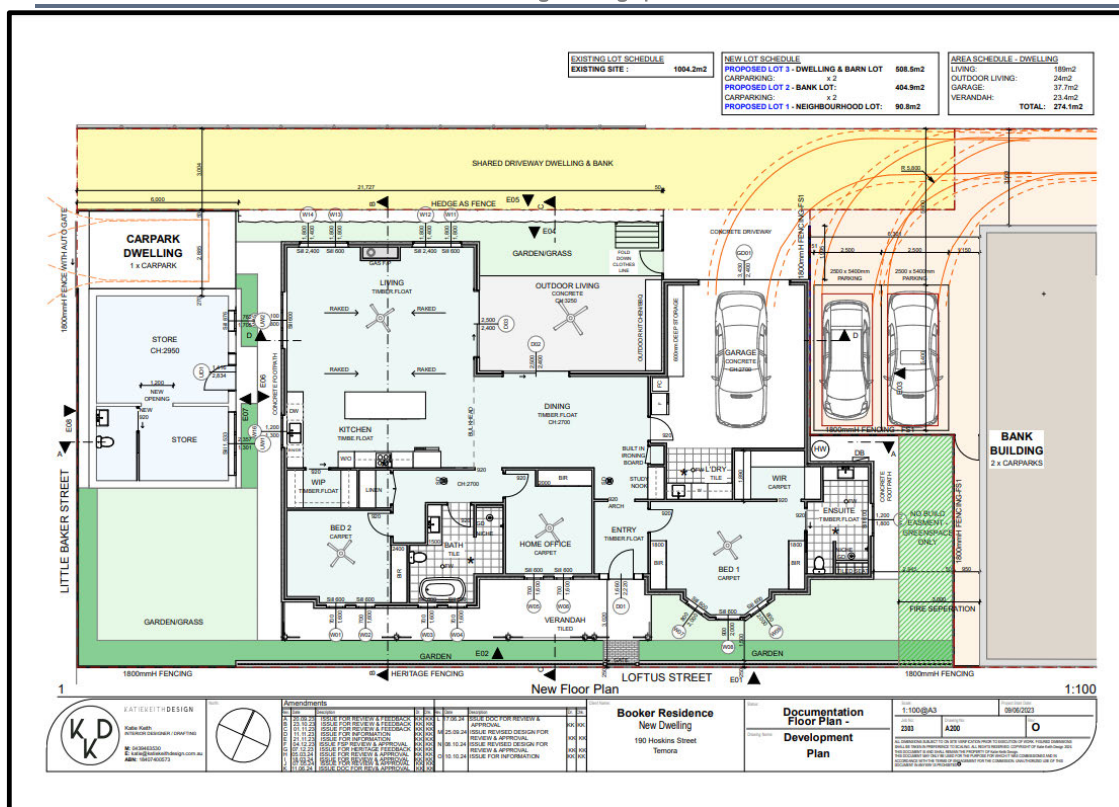


Figure 5 Proposed Site Plan (Source: Katie Keith Designs)

## 2.3 PRESENT AND PREVIOUS USES OF THE SITE

The allotment, comprising the development site has been used for commercial purposes for many years.

Under this development proposal, the site will be utilised for mixed use purposes, both residential and commercial land uses.

## 2.4 HERITAGE

The site, containing the existing bank building and stables is listed as an item of environmental heritage under the Temora Shire Local Environmental Plan 2010 (Item I25) and is also located in the heritage conservation area.

The building is Italianate stucco design, which was completed in 1907 as the Bank of NSW, which was previously a wooden building, established at the outset of the goldrush.

The building is considered to be a historically significant building as well as an architecturally impressive building in Hoskins Street.

The first Bank of New South Wales was opened on this site on 2nd August 1880. Being Lot 1, Section V, 66 ft. to Hoskins Street by 165 feet to Mack Street (the lane at the rear).

The lot was held under Business License No. 10, issued by the Mining Registrar on 6th August 1880.

Business opened in a prefabricated building sent from Sydney and the manager was instructed to make any alterations or additions required. The new branch opened with John Atchison as its Manager and G. R. E. Ferguson as Acting Accountant. From 8th to 17th August, Mr. A. G. Eagar, the Manager at Cootamundra assisted the staff in getting established. A junior hand, J. G. Haydon was sent from Head Office to join the staff in August also. This building was replaced in 1891 by a two-

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storey brick building. The architect was Mr. Varney Parkes, and the construction was done by the contractors, Falconer Bros. The office fittings were supplied by Wallach Ltd.

Another structure on the rear of the site is a brick stable, complete with feed loft. The bank building was extended in 1895. Gold buying was the bulk of the business during the gold rush period and Temora gold bought top prices. The building was extended on the western side in 1919. The Temora branch of the Bank of New South Wales took over the business of the Australian Joint Stock Bank, 23rd October 1899. It also took over the business of the Commercial Bank of Australia when the banks merged in 1981. The trading name changed to Westpac at the same time as all other Bank of New South Wales branches were changed. This bank has continued to serve this community up until recent years.

#### *Historical Context*

#### *Heritage Status*

The subject site, 190 Hoskins Street, Temora, is a listed heritage item in Schedule 5 of the Temora Local Environmental Plan. The site is listed as the Westpac Bank and is listed with Local heritage significance. The site is Item 25 in schedule 5 of the TLEP.

#### *Heritage Conservation Area*

The site falls within the Hoskins Street Heritage Conservation Area.

The State Heritage Inventory does not contain a statement of significance for the conservation area however, it is an area characterised by a very wide street lined with mixed retail and commercial uses.

The Hoskins Street, streetscape is consistent, with a number of local heritage items.



Figure 6 Heritage Conservation Area (Source: NSW State Heritage Inventory)

#### *Statement of Heritage Significance*

The information below has been taken from the NSW Heritage Database, accessed on 15<sup>th</sup> December 2023.

This information was uploaded to the Heritage Database in 2011.

*A historically significant building, occupying the site of the original Bank site on the corner from the gold rush days from 1880. It is architecturally significant and a prominent landmark on the corner of Hoskins and Loftus Streets.*

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*Physical description*

Walls - render.

Roof - replica tiles.

Finishes - render and paint. Details - architectural.

Detractions - pigeons, air conditioners.

Comments - fine Neo-Classical 2 storey bank on corner location.

*Architectural quality* - very high.

*Current use*

Commercial premises.

*Recommended management:*

A new external paint scheme and refurbishment is required - currently in reasonable/good condition. Pigeon system required although netting has been installed to the open verandahs.

The assessment below is based upon criteria specified by the NSW Office. The assessment indicates that the site meets at least one of the assessment criteria, indicating that it is a locally significant site.

CRITERION	ASSESSMENT
A. Historical Significance	The construction of bank branches illustrates the confidence which the major financial institutions had in regional Australia
B. Historical Association	The Bank of NSW
C. Aesthetic Significance	The building makes a valuable contribution to the streetscape as it is sited at the primary intersection within the Main Street. The building retains the original design and character despite poor maintenance and being in need of a good heritage paint colour scheme
D. Social Significance	The site is highly valued by the local community
G. Representative Assessment	A very good example of substantial Bak and associated Manager's residence in the region
F. Integrity/Intactness	Good/Good

*Table 1 Heritage Assessment of Significance (Source: NSW Heritage Inventory Database)*

*The Proposal*

The proposed works have been described in detail under Section 2.2 of this report.

The building designer has been in consultation with Council's heritage advisor and this consultation has informed the design of the subject development.

*Heritage Impact of Proposed Works*

Land Use:

The existing land use on the subject site is used for commercial purposes – currently as Westpac Branch.

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The site will be used for mixed use purposes (commercial and residential) under this development proposal – retaining its commercial bank use whilst also introducing a residential use via the erection of a residential dwelling house and the change of use of an existing building (stables) to a storage building.

The site is culturally significant as the site of a bank and the proposed development continues / retains that use therefore, we conclude that the cultural heritage significance is maintained under the proposal.

**There are no works proposed to or required to the existing Westpac Bank Building.**

Demolition:

No demolition works are proposed or required.

Curtilage:

The bank and stables are located on an area of land incorporating 1002m<sup>2</sup>, which is a reasonable curtilage for such a building.

The development proposal proposes the creation of a 3-lot community title subdivision which will result in the creation of the following lots:

- Proposed Lot 1 – neighbourhood lot, utilised for shared access purposes and provides for an area of 90.8m<sup>2</sup>
- Proposed Lot 2 – will house the existing Westpac Bank Building and provides for an area of 404.9m<sup>2</sup>
- Proposed Lot 3 - will accommodate the proposed dwelling and storage building and provides for an area of 508.5m<sup>2</sup>

It is considered that proposed new community title allotments, specifically lot 2, that will house the existing bank building and proposed lot 3 that will accommodate the existing stables building will still provide ample and satisfactory curtilage that will allow for the interpretation of the heritage buildings located on the site.

*Major Additions*

*How is the impact of the addition of the dwelling on the heritage significance of the item to be minimised?*

The erection of the new dwelling will be single storey, with a pitched gabled end roof that is subservient to the existing bank building. The dwelling will utilise new materials in the construction process providing interpretation between old and new, via use of new lightweight materials.

The proposed new dwelling is / has been sensitively placed, is of an appropriate bulk and scale, and will not impact heritage significance in a negative way.

*Can the additional area be located within an existing structure? If no, why not?*

Yes, in respect of the stables building. The proposed new storage building will be located within the existing stables building – this will preserve the stable building via an adaptive reuse of the building.

The proposed storage building is an existing structure formerly utilised as a stable building. The building is constructed of brick with a steel roof.

Proposed works to the former stables building includes:

External -



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- New Slab Over Existing Brick Floor to Engineers Specification.
- Maintain Existing Timber Beams/Frames to Existing Openings.
- Infill Existing Openings to Include New Entry Door UD1 and New Window UW2.
- Infill Existing Large Opening with Window UW1.
- Infill Under With 90mm Timber Frame with R2.5.
- Insulation and 75mm Hebel Power Panel Rendered RD2.
- Paint Existing High-Level Barn Doors EP3 – Dulux Palace Stone.
- Existing Roof, Fascia and Gutters to be Painted to Match the New Dwelling. Roof - Colorbond Shale. Grey, Fascia Colorbond Dover White and Gutters Colorbond Basalt.

Internal –

- Line underside of Existing Ceiling/Floor Above.
- Line and Insulate Between Existing Joist Leaving Existing Beam that Runs the Length of The Barn Exposed.
- Existing Brick Walls to Be Sealed With "Crommelin Brick & Render Sealer

The adaptive reuse of the stables building is considered to be a positive heritage outcome and will ensure the survival of the building through the use and maintenance of the building – for residential storage purposes.

No, in respect of the new dwelling. The proposed dwelling cannot be located within the existing bank building due to the size of the existing bank building and its use for commercial purposes. The use of this building for commercial purposes will assist in maintaining the primacy of the main street and this commercial use should not be extinguished.

*Will the additions of the dwelling visually dominate the heritage item?*

The dwelling is single storey and will utilise different materials to the original so will not dominate the 2-storey main heritage building and will be clad in a lightweight cladding material to differentiate between old and new.

The proposed storage building is an existing structure formerly utilised as a stable building. The building is constructed of brick with a steel roof.

Internal non-structural refurbishment works will be undertaken, with only external modifications being the creation of a small window in the proposed toilet.

*Are the additions sympathetic to the heritage item? In what way (e.g., form, proportions, design)?*

The dwelling has been designed to appear lightweight and will utilise materials that differentiate between old and new.

The proposed storage building is an existing structure formerly utilised as a stables building. The building is constructed of brick with a steel roof.

Internal non-structural refurbishment works will be undertaken, with the only external modifications being the creation of a small window in the proposed toilet.

The development is sympathetic to the main heritage item and stables building.

*Colour Scheme*

*Have previous (including original) colour schemes been investigated?*

The proposed colours for the development, new dwelling house, are as indicated in the below image:



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*Have previous (including original) roofing/cladding materials been investigated (through archival and physical research)?*

The original roof is in place, the roofing / cladding for the stables and bank building will remain – no changes are proposed or required.

*Are all details in keeping with the heritage significance of the item (e.g. guttering, cladding profiles)?*

All details are intended to be retained on bank building and any changes to the stables building (if new guttering is proposed) will be in keeping with the heritage significance of the item.

*How has the impact of the new services on the heritage significance of the item been minimised? Are any of the existing services of heritage significance? In that way? Are they affected by the new work?*

There are no existing services that are of heritage significance.

*How has the impact of the new work on the heritage significance of the existing landscape been minimised?*

In investigating the history of the site, there have been no clear photographs of the rear yard found that identified any substantial or significant landscaping.

Under the proposal, the yard will be formally landscaped – as per attached plans.

*How does the work impact on views to, and from, adjacent heritage items?*

The proposed new works will have no impact on views to and from adjacent heritage items due to the distance between the items.

There are no works being undertaken to the main heritage building (bank) and streetscape is maintained from Hoskins Street.

The proposed development will not have any adverse effect on the existing Hoskins street - streetscape.

The development, dwelling house will front Loftus Street, and the existing stables building will continue to front the laneway (no changes proposed to the laneway streetscape).

The proposal will not detract from the Loftus Street, streetscape in this instance and its impact would be acceptable.

The works proposed at 190 Hoskins Street (Loftus Street and Little Baker Frontages), will provide for positive streetscape and public domain interactions.

*How has the impact of the new signage on the heritage significance of the item been minimised?*

There is no new signage proposed under this application.

While some of the works are contemporary in nature, the proposed works are sympathetic towards the character of the conservation area and the items themselves. The new building works do not mimic the architecture like for like but respond to the dominant character through appropriate form, scale and materials.

Overall, the development will maintain the consistency of form and scale found in the streetscape of the Hoskins Street Heritage Conservation Area and its surrounds and will have a minor and inconsequential impact on heritage significance as a result.



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## 2.5 LAND HAZARDS

### 2.5.1 BUSHFIRE

The site is not mapped as bushfire prone land (BFPL) according to the NSW Rural Fire Services Bush Fire Prone Mapping layer.

### 2.5.2 FLOODING

The site is not identified/mapped as being subject to flooding according to Councils Flood Maps.

Refer to Figure 7 below.



Figure 7 Flood Map - 1% AEP (Source: TSC)

## 3 PLANNING PROVISIONS

### 3.1 STATE ENVIRONMENTAL PLANNING POLICIES

Table 2 Relevant State Environmental Planning Policy Requirements

SEPP	COMMENTS
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<p><i>State Environmental Planning Policy (Resilience and Hazards) 2021</i></p>	<p>When assessing an application for development Council must consider whether the land is contaminated, and if so, that it is suitable in its contaminated state (or will be after remediation) for the purposes of the development. The development site is and has previously been utilised for commercial purposes and will be utilised for the same purposes with the addition of a residential land use component if this development is approved.</p> <p>The site, nor any adjoining sites are included in the EPA's Contaminated Land Register as 'significantly contaminated' or 'remediated land'. The site, nor any adjoining sites are included in the EPA's Contaminated Land Register as 'potentially contaminated land'.</p> <p>The current owners have no knowledge of the site having been subject to either a preliminary or detailed site contamination investigation in the past. The past and existing land use of the property does not relate to an activity which would suggest the land would be contaminated. The current zoning, permissible land uses, and existing use of the site do not suggest that contamination may be an issue for this or adjoining sites.</p>
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### 3.2 TEMORA LOCAL ENVIRONMENTAL PLAN 2010

The subject site is zoned B2 Local Centre under the provisions of the Temora Local Environmental Plan 2010 (TLEP2010), as illustrated in Figure 8 below.

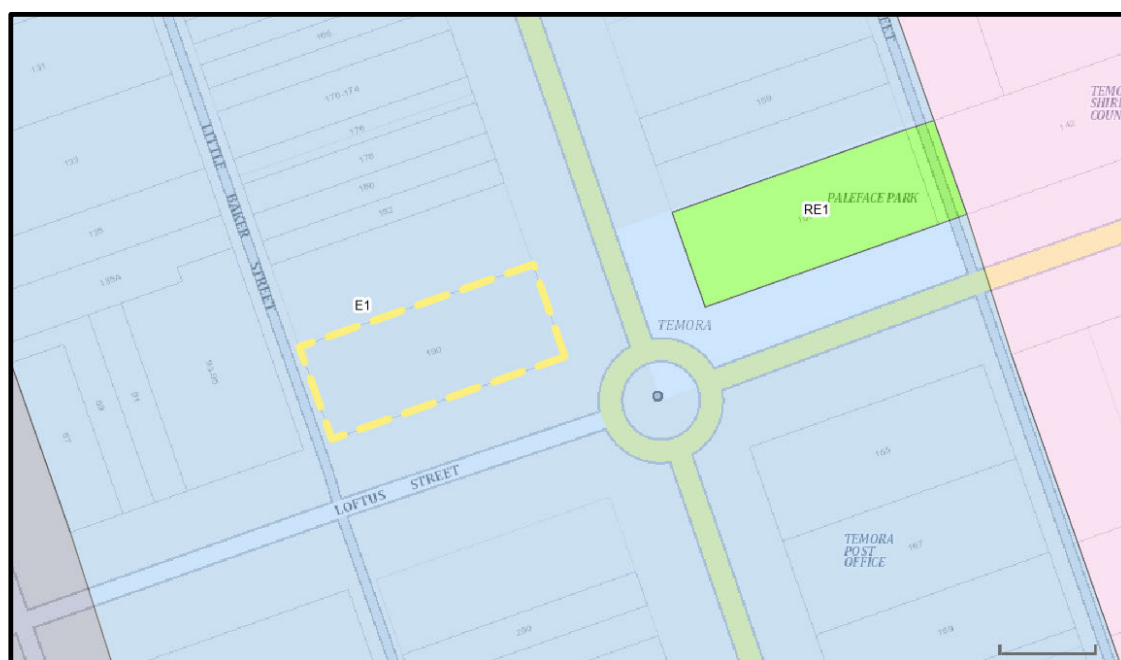


Figure 8 TLEP 2010 Zoning Map (Source: e Planning Spatial Viewer)

The development is for the Subdivision of one (1) Lot into three (3) Community Title Lots, Erection of Single Storey Dwelling House, and Change of Use of Existing Stable Building to a Storage building.

The development would be most appropriately characterised as comprising of:

- Dwelling House

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- Ancillary Storage Building Component
- Commercial Premises (Existing Use to remain)
- Subdivision

A dwelling house is defined as:

*dwelling house means a building containing only one dwelling.*

*Note—*

*Dwelling houses are a type of residential accommodation—see the definition of that term in this Dictionary.*

A storage is considered to be ancillary development to a dwelling house.

The Environmental Planning and Assessment Act 1979, defines the meaning of subdivision under Section 6.2 as:

*For the purposes of this Act,*

*"subdivision" of land means the division of land into 2 or more parts that, after the division, would be obviously adapted for separate occupation, use or disposition. The division may (but need not) be effected--*

*(a) by conveyance, transfer or partition, or*

*(b) by any agreement, dealing, plan or instrument rendering different parts of the land available for separate occupation, use or disposition.*

*(2) Without limiting subsection (1),*

*"subdivision" of land includes the procuring of the registration in the office of the Registrar-General of--*

*(a) a plan of subdivision within the meaning of section 195 of the Conveyancing Act 1919, or*

*(b) a strata plan or a strata plan of subdivision within the meaning of the Strata Schemes Development Act 2015.*

*Note : The definition of*

*"plan of subdivision" in section 195 of the Conveyancing Act 1919 extends to plans of subdivision for lease purposes (within the meaning of section 23H of that Act) and to various kinds of plan under the Community Land Development Act 2021.*

*(3) However,*

*"subdivision" of land does not include--*

*(a) a lease (of any duration) of a building or part of a building, or*

*(b) the opening of a public road, or the dedication of land as a public road, by the Crown, a statutory body representing the Crown or a council, or*

*(c) the acquisition of land, by agreement or compulsory process, under a provision of an Act (including a Commonwealth Act) that authorises the acquisition of land by compulsory process, or*

*(d) a division of land effected by means of a transaction referred to in section 23G of the Conveyancing Act 1919, or*

*(e) the procuring of the registration in the office of the Registrar-General of--*

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(i) a plan of consolidation, a plan of identification or a miscellaneous plan within the meaning of section 195 of the Conveyancing Act 1919, or

(ii) a strata plan of consolidation or a building alteration plan within the meaning of the Strata Schemes Development Act 2015.

Development consent for the subdivision component of this development is made under Clause 2.6 'Subdivision—consent requirements' of the TLEP 2010.

Dwelling houses are a form of residential accommodation which is prohibited in the zone; however the development is permissible under the Heritage Conservation Provisions of Clause 5.10 (10) of the LEP.

An extract from the Land Use Table for the E1 Local Centre Zone is provided below:

<b>Zone E1 Local Centre</b>	
<b>1 Objectives of zone</b>	<ul style="list-style-type: none"> <li>To provide a range of retail, business and community uses that serve the needs of people who live in, work in or visit the area.</li> <li>To encourage investment in local commercial development that generates employment opportunities and economic growth.</li> <li>To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council's strategic planning for residential development in the area.</li> <li>To encourage business, retail, community and other non-residential land uses on the ground floor of buildings.</li> <li>To promote the conservation and enhancement of heritage items.</li> </ul>
<b>2 Permitted without consent</b>	Roads
<b>3 Permitted with consent</b>	Amusement centres, Attached dwellings, Boarding houses, Centre-based child care facilities, Commercial premises, Community facilities, Entertainment facilities, Function centres, Group homes, Hostels, Hotel or motel accommodation, Information and education facilities, Light industries, Local distribution premises, Medical centres, Multi dwelling housing, Oyster aquaculture, Places of public worship, Public administration buildings, Recreation facilities (indoor), Residential flat buildings, Respite day care centres, Semi-detached dwellings, Service stations, Shop top housing, Tank-based aquaculture, Veterinary hospitals, Any other development not specified in item 2 or 4
<b>4 Prohibited</b>	Agriculture, Air transport facilities, Airstrips, Animal boarding or training establishments, Biosolids treatment facilities, Boat launching ramps, Cemeteries, Charter and tourism boating facilities, Correctional centres, Crematoria, Eco-tourist facilities, Electricity generating works, Exhibition homes, Exhibition villages, Extractive industries, Farm buildings, Farm stay accommodation, Forestry, Freight transport facilities, Heavy industrial storage establishments, Helipads, Highway service centres, Home occupations (sex services), Industrial training facilities, Industries, Mainas, Mooring pens, Moorings, Open cut mining, Port facilities, Recreation facilities (major), Research stations, Residential accommodation, Rural industries, Rural workers' dwellings, Sewage treatment plants, Sex services premises, Storage premises, Transport depots, Truck depots, Warehouse or distribution centres, Waste or resource management facilities, Water recreation structures, Water recycling facilities, Water treatment facilities, Wharf or boating facilities, Wholesale supplies

Figure 9 Land use Table E1 Zone

The objectives of the E1 Local Centre Zone are outlined in the below table.

Table 3 Objectives of the E1 Local Centre Zone

ZONE OBJECTIVES	COMMENTS
<i>To provide a range of retail, business and community uses that serve the needs of people who live in, work in or visit the area.</i>	The development is consistent with this objective, the development will ensure the continued use of the Westpac bank building which will provide the opportunity for banking services to be conducted from the premises that will serve the needs of people who live in, work in and visit the local area.
<i>To encourage investment in local commercial development that generates employment opportunities and economic growth.</i>	The development is consistent with this objective and will ensure that employment opportunities are retained from the bank premises for people who live within the community in a highly accessible location (Hoskins Street).
<i>To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council's strategic planning for residential development in the area.</i>	The development is consistent with this objective and will ensure the erection of a new dwelling house on the site and the adaptive reuse of an existing heritage item (stables building). The use of the site for continued commercial purposes (bank), combined with the introduction of the residential land use, will contribute to the vibrancy of the local centre and main street. The residential development



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	is consistent with the Council's strategic planning for residential development in the area – it is permitted in the LEP – Councils key Strategic Land Use Planning Document.
<i>To encourage business, retail, community and other non-residential land uses on the ground floor of buildings.</i>	Not applicable – the existing bank building operates from the ground floor – this will remain unchanged.
<i>To promote the conservation and enhancement of heritage items.</i>	<p>The proposal is consistent with this objective and will ensure that the unused stable building is renovated and updated to be used as a storage building.</p> <p>The proposed development will also ensure that the new owners of the site are available and located on the site to conserve the environmental heritage of existing Westpac bank building and the development will ensure the future sustainability of the bank and stables building on the site – custodians will now live on the site.</p> <p>The proposed development is in keeping with the heritage significance of the premises.</p>

Table 3 below considers the clauses of the TLEP 2010 applicable to the subject development.

*Table 4 TLEP 2010 clauses applicable to the subject development*

PART 2: PERMITTED OR PROHIBITED DEVELOPMENT			
	CLAUSE	COMMENTS	APPLICABLE
2.4	<i>Unzoned Land</i>	Not applicable.	N/A
2.5	<i>Additional permitted uses for particular land</i>	Not applicable.	N/A
2.6	<i>Subdivision – consent requirements</i>	This clause is applicable, and the development is seeking consent for a community title subdivision.	✓
2.7	<i>Demolition requires development consent</i>	Not applicable.	N/A
2.8	<i>Temporary use of land</i>	Not applicable.	N/A
PART 3: EXEMPT AND COMPLYING DEVELOPMENT			
	CLAUSE	COMMENTS	APPLICABLE
3.1	<i>Exempt development</i>	Not applicable.	N/A
3.2	<i>Complying development</i>	Not applicable.	N/A
3.3	<i>Environmentally sensitive land</i>	Not applicable.	N/A
PART 4: PRINCIPAL DEVELOPMENT STANDARDS			
	CLAUSE	COMMENTS	APPLICABLE
4.1	<i>Minimum subdivision lot size</i>	<p>This clause is not applicable.</p> <p>This clause does not apply in relation to the subdivision of any land—</p>	N/A

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		(a) by the registration of a strata plan or strata plan of subdivision under the Strata Schemes Development Act 2015, or (b) by any kind of subdivision under the Community Land Development Act 2021.	
4.1AA	Minimum lot size for community title schemes	Not applicable.	N/A
4.2	Rural subdivision	Not applicable.	N/A
4.2A	Erection of dwelling houses on land in certain rural and residential zones	Not applicable.	N/A
4.2B	Subdivision of unsewered land in Zones RU1 and RU5	Not applicable.	N/A
4.2C	Minimum subdivision lot size for strata subdivision of residential or tourist and visitor accommodation in certain zones	Not applicable.	N/A
4.3	Height of buildings	Not applicable.	N/A
4.4	Floor space ratio	Not applicable.	N/A
4.5	Calculation of floor space ratio and site area	Not applicable.	N/A
4.6	Exceptions to development standards	Not applicable.	N/A
<b>PART 5: MISCELLANEOUS PROVISIONS</b>			
	CLAUSE	COMMENTS	APPLICABLE
5.1	Relevant acquisition authority	Not applicable.	N/A
5.2	Classification and reclassification of public land	Not applicable.	N/A
5.3	Development near zone boundaries	Not applicable.	N/A
5.4	Controls relating to miscellaneous permissible uses	Not applicable.	N/A
5.6	Architectural roof features	Not applicable.	N/A
5.7	Development below mean high water mark	Not applicable.	N/A
5.8	Conversion of fire alarms	Not applicable.	N/A
5.10	Heritage conservation	This clause is applicable.  The proposed development is considered to be consistent with the heritage objectives.  The bank and stables buildings are listed heritage items, and the buildings have been an important part of Temora's heritage since their construction. The proposal retains the main building (no changes proposed or required) and also preserves the stables	✓

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		<p>building via an adaptive reuse of the building.</p> <p>The development will ensure that the buildings significant architectural features and social significance to the town are retained.</p> <p>Under the provisions of this clause, development consent is required for erecting a building on land on which a heritage item is located or that is within a heritage conservation area. The submission of this Development Application satisfies this requirement.</p> <p>The consent authority must, before granting consent under this clause in respect of a heritage item or heritage conservation area, consider the effect of the proposed development on the heritage significance of the item or area concerned.</p> <p>The subject development proposal retains the main building and stable buildings and their distinguishing features.</p> <p>The application is seeking consent to undertake works on the site, to a listed item (stables building only) of environmental heritage and heritage has been assessed and discussed in various sections within this report.</p> <p>The development will result in improved outcomes to a heritage item. The stable buildings will be retained and reused, and the development will enable the owners to sustainably manage the 2 heritage items on the site.</p> <p>The development works will result in the ongoing use and maintenance of the premises which will serve to conserve the buildings for use and appreciation of its heritage significance.</p> <p>A heritage conservation management plan is not considered to be required or necessary in relation to this application.</p> <p>It is noted that sub clause 10 'Conservation incentives', of this section provides that:</p> <p><i>The consent authority may grant consent to development for any purpose of a building that is a heritage item or of the land on which such a building is erected, or for any</i></p>	
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		<p><i>purpose on an Aboriginal place of heritage significance, even though development for that purpose would otherwise not be allowed by this Plan, if the consent authority is satisfied that—</i></p> <p><i>(a) the conservation of the heritage item or Aboriginal place of heritage significance is facilitated by the granting of consent, and</i></p> <p><i>(b) the proposed development is in accordance with a heritage management document that has been approved by the consent authority, and</i></p> <p><i>(c) the consent to the proposed development would require that all necessary conservation work identified in the heritage management document is carried out, and</i></p> <p><i>(d) the proposed development would not adversely affect the heritage significance of the heritage item, including its setting, or the heritage significance of the Aboriginal place of heritage significance, and</i></p> <p><i>(e) the proposed development would not have any significant adverse effect on the amenity of the surrounding area.</i></p> <p>As previously mentioned, the conservation of the existing heritage items on the site will be facilitated by granting consent to this development as the development will result in improved outcomes to a heritage item. The stable buildings will be retained and reused, and the development will enable the owners to sustainably manage the 2 items on the site. The site will have full-time, on-site custodians who will manage and preserve the items.</p> <p>The development will have no adverse effects on the items, site or surrounding locality.</p>	
5.11	<i>Bush fire hazard reduction</i>	Not applicable.	N/A
5.12	<i>Infrastructure development and use of existing buildings of the crown</i>	Not applicable.	N/A
5.13	<i>Eco-tourist facilities</i>	Not applicable.	N/A
5.14	<i>Siding Spring Observatory – maintaining dark sky</i>	Not applicable.	N/A
5.15	<i>Defence communications facility</i>	Not applicable.	N/A



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5.16	<i>Subdivision of, or dwellings on, land in certain rural, residential or conservation zones</i>	Not applicable.	N/A
5.17	<i>Artificial waterbodies in environmentally sensitive areas in areas of operation of irrigation corporations</i>	Not applicable.	N/A
5.18	<i>Intensive livestock agriculture</i>	Not applicable.	N/A
5.19	<i>Pond-based, tank-based and oyster aquaculture</i>	Not applicable.	N/A
5.20	<i>Standards that cannot be used to refuse consent—playing and performing music</i>	Not applicable.	N/A
5.21	<i>Flood planning</i>	Not applicable.	N/A
5.22	<i>Special flood considerations</i>	Not applicable.	N/A
<b>PART 6: ADDITIONAL LOCAL PROVISIONS</b>			
CLAUSE		COMMENTS	APPLICABLE
6.1	<i>Biodiversity</i>	Not applicable.  It is noted that there are some existing trees on the site that will require removal – these trees are located in an urban environment and have no conservation value.	N/A
6.2	<i>Land</i>	Not applicable.	N/A
6.3	<i>Water</i>	Not applicable.	N/A
6.4	<i>Earthworks</i>	This clause is applicable.  Minor earthworks will be carried out in association with this development namely in the form of the demolition of some existing structures on the site and the excavation for foundations, slab and essential services. The earthworks will have no adverse effect on: <ul style="list-style-type: none"> <li>existing drainage patterns and soil stability in the locality,</li> <li>the likely future use or redevelopment of the land,</li> <li>the existing and likely amenity of adjoining properties,</li> <li>disturbing of relics,</li> <li>any watercourse, drinking water catchment or environmentally sensitive area.</li> </ul> The use of fill on the site will be minimal and the use of a retaining wall at the rear boundary of the property will serve to further reduce / eliminate any drainage	✓

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		<p>impacts resulting from the site / development.</p> <p>It is expected that the level of excavation will be ancillary to the development and within the limits of the exempt development provisions.</p>	
6.5	<i>Essential Services</i>	<p>This Clause is applicable.</p> <p>The clause provides that:</p> <p>‘Development consent must not be granted to development unless the consent authority is satisfied that those of the following services that are essential for the proposed development are available or that adequate arrangements have been made to make them available when required—</p> <ul style="list-style-type: none"> <li>(a) the supply of water,</li> <li>(b) the supply of electricity,</li> <li>(c) the disposal and management of sewage,</li> <li>(d) stormwater drainage or on-site conservation,</li> <li>(e) suitable road access’.</li> </ul> <p>The site is currently serviced by all required services and has suitable road access from both Little Baker Street and Hoskins Street.</p> <p>Any augmentation required for the development will be at the applicants’ costs and to the satisfaction of relevant authorities.</p>	✓
6.7	<i>Development in areas subject to airport noise</i>	Not applicable.	N/A

### 3.3 TEMORA DEVELOPMENT CONTROL PLAN 2012

The following applicable provisions of the Temora Development Control Plan 2012 (TDCP2012) have been identified as being relevant to the proposed development and are discussed in the below table.

*Table 5 TDCP Clauses applicable to the subject development*

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SECTION C: DEVELOPMENT CONTROLS			
CLAUSE/CONTROLS		COMMENTS	COMPLIES
	<i>Carparking</i>		
2	<i>Car parking requirements</i>	<p>The development proposes the provision of 4 off street carparking spaces.</p> <p>These spaces comprise of the following:</p> <ul style="list-style-type: none"> <li>• 2 x spaces for the existing bank building</li> <li>• 2 x spaces for dwelling (garage and space next to storage building)</li> </ul> <p>It is noted that the site has not previously provided formalised car parking spaces and that car parking has been historically provided in the rear car park in an adhoc manner in combination with a reliance on the ample on streetcar parking spaces provided for on Hoskins Street.</p> <p>The NSW Roads and Maritime Services Guide to Traffic Generating Development provides that the following parking rate shall be provided for dwellings:</p> <ul style="list-style-type: none"> <li>• A minimum of one parking space (preferably two) is recommended for dwelling houses.</li> </ul> <p>The residential development component complies with this rate.</p> <p>The NSW Roads and Maritime Services Guide to Traffic Generating Development provides that the following parking rate shall be provided for a commercial premises:</p> <ul style="list-style-type: none"> <li>• unrestrained situation - 1 space per 40m2 gross floor area.</li> <li>• restrained situation - refer to council parking code and applicable local plans.</li> </ul> <p>The proponents have made provision for 2 car spaces on the site, for the bank building – there is ample on street parking available in Hoskins Street for use by patrons of the bank.</p> <p>It is considered that the development complies with parking requirements of this section.</p>	✓
3	<i>Loading and unloading facilities</i>	<p>There is no loading and unloading facilities provided for on the site – it is contended that no such facilities are required as loading and unloading can be safely and efficiently undertaken from the Loftus and Hoskins Street frontages.</p>	✓

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4.	<i>Historic Parking Deficiency</i>	<p>It is obvious, that the site and existing development has an historic parking deficiency – the site was first established in 1907 and motor vehicles were a most uncommon form of transport for the period. It is requested that Council give consideration to the historical parking deficiency when considering car parking requirements for this development. The potential benefits of the development in terms of heritage conservation for the site far outweigh any car parking deficiency and the development will provide</p> <ul style="list-style-type: none"> <li>• Is located in an accessible part of the main street and township and is accessible by walking.</li> <li>• The surrounding streets are wide, with sufficient parking area for overflow parking.</li> </ul> <p>It is noted that the historic parking deficiency is determined by calculating the number of parking spaces required for a lawfully established existing building and subtracting the number of parking spaces currently available on site or elsewhere for use in association with such building. It is contended that there is no determined carparking number or requirement for the use of the site and as such car parking should be considered on its merits and considered with regard to the positive heritage and social benefits that the development will ensure to the community of Temora.</p>	
9.	<i>On site and off-site parking</i>	<p>As previously discussed, the site will be provided with 4 designated off-street carparking spaces. It is considered that this amount of parking will be sufficient for the development for the following reasons:</p> <ul style="list-style-type: none"> <li>• The location of the development means that most of the town of Temora is within a 1 km distance, which is walking distance for most commercial customers.</li> <li>• The surrounding streets are wide, with sufficient parking area for overflow parking.</li> </ul> <p>The site has historically not provided formalised onsite carparking and on site carparking has limited due to the size of the allotment that the development is sited on.</p> <p>Car parking should be considered on its merits and considered with regard to the positive heritage and social benefits that the development will ensure to the community of Temora.</p>	✓
10	<i>Car parking design requirements</i>	<p>Carparking has been provided and designed with acknowledgement to limited available space on the site and will be provided in accordance with Australian Standard 2890.1.</p>	✓
11	<i>Pedestrian movement</i>	<p>The development complies with this control and pedestrian movements from car parks are not to conflict with major vehicle aisles.</p>	✓

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12	<i>Design of access for commercial and industrial development</i>	The development complies with this control. Vehicles can enter and exit the carparking area in a forward direction and that will be not traffic conflict with pedestrians promoted by the development.	✓
13	<i>Car parking design for commercial and industrial development</i>	The site is an established site and car parking cannot be provided in the front setback.  All carparking facilities are located behind the required landscaped setback.	✓
14	<i>Loading and unloading for commercial/industrial development</i>	There is no loading and unloading facilities provided for on the site – it is contended that no such facilities are required as loading and unloading can be safely and efficiently undertaken from the Loftus and Hoskins Street frontages.	✓
	<i>Contaminated Land</i>	This has been discussed elsewhere within this report and the development is consistent and complies with this section	✓
	<i>Commercial Development</i>		
3	<i>Specific Development Controls</i>	The development is consistent with the objectives and controls of this section.  <b>It should be noted that the commercial development on the site is existing, and no changes are proposed to this development.</b>	N/A
	<i>Building Setbacks</i>	The controls specify that land within Zone, No B2 (E1 Zone), Local Centre is generally permitted to have a zero-building line.  It should be noted that the commercial development on the site is existing, and no changes are proposed to this development.  The development is located in the B2 Local Centre Zone and complies with section, refer to attached plans.	N/A
	<i>Aesthetics, streetscape, building design and materials</i>	It should be noted that the commercial development on the site is existing, and no changes are proposed to this development.	N/A
	<i>Heritage items and Temora Heritage Conservation Area</i>	Noted.	✓
	<i>Commercial Food Premises</i>	Not applicable.	N/A
	<i>Commercial Regulated Premises</i>	Not applicable	N/A
	<i>Nuisance</i>	Noted. The development is existing and does not interfere with the amenity of the locality be reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, wastewater, waste products or grit, oil or otherwise.	✓
	<i>Use of Council's footpaths</i>	Noted – the use of council's footpaths is not proposed under this application.	N/A

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<i>Storage of material/goods/rubbish</i>	<p>Noted.</p> <p>It should be noted that the commercial development on the site is existing, and no changes are proposed to this development.</p> <p>All materials, goods, rubbish, etc., will be stored within the curtilage of the building at all times. Waste material will be stored in appropriate receptacles and removed on a regular basis so as to not provide a harbour for vermin. The site is serviced by Councils garbage collection contractor.</p>	✓
<i>Use of a commercial building or premises</i>	<p>Noted and not applicable.</p> <p>It should be noted that the commercial development on the site is existing, and no changes are proposed to this development.</p>	N/A
<i>Car parking and loading/unloading</i>	Noted and discussed in detail elsewhere within this report.	✓
<i>Consolidation of Land</i>	Not applicable.	N/A
<i>Development Applications</i>	The development complies with all requirements of this part and all required/identified and applicable information as identified in this part accompanies this development application.	✓
<i>Engineering Standards</i>	<p>The development complies with all requirements of this part and all required/identified and applicable information as identified in this part accompanies this development application.</p> <p>All internal driveways will be sealed and constructed to a width suitable for the vehicles anticipated to use the site</p> <p>All internal driveways are / will be suitably drained.</p> <p>All vehicles are able to enter and leave the site in a forward direction.</p> <p>Consideration has been given to pedestrian movement in and around the development.</p> <p>All car parking spaces will be line-marked using 100 mm wide lines, with a minimum width of three (3) metres.</p> <p>Signs indicating the location of car parking will be erected.</p> <p>The dimensions of off-street car parking spaces comply with the design standards contained within the NSW Roads and Traffic Authority's Guide to Traffic Generating Developments.</p> <p>The development will be located and designed to ensure connection to Council's sewer mains</p> <p>The site has a separate internal sewer and drainage line, the development will require the creation of an independent connections to external mains for the new development.</p> <p>Surface stormwater will be captured onsite and directed to Council's stormwater system</p> <p>An interceptor drain will be provided across all driveways at the street boundary. All water from the interceptor pit will be directed to the stormwater drainage system.</p> <p>All required services are available to the site.</p>	✓

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	<i>Erosion and Sediment Control</i>	An erosion and sediment control plan will be provided to Council for review and approval at construction certificate application stage.	✓
	<i>Flood Prone Land</i>	Not applicable.	N/A
	<i>Food Premises Fitout and Construction</i>	Not applicable.	N/A
	<i>Engineering Standards</i>		
		The development complies with the applicable provisions of this section.	
	<i>Heritage and Conservation</i>		
5	<i>Colour schemes</i>	The development is consistent with this section and colour schemes for the proposed development have been discussed with and formulated in conjunction with Councils Heritage Advisor – Mr. David Scobie.	✓
7.	<i>Heritage items</i>	Heritage has been discussed in detail elsewhere within this report.  The subject site is a listed heritage item in Schedule 5 of the Temora Local Environmental Plan. The site is listed as the Westpac Bank and is listed with Local heritage significance. The site is Item 25 in the schedule.  The development site is also located in an HCA.	✓
7.1	<i>Alterations and additions to heritage items</i>	The development complies with the applicable provisions of this section and: <ul style="list-style-type: none"> <li>No works proposed to the Bank Building.</li> <li>The design of new work for the stables building and new dwelling has been undertaken with respect to the scale, form, massing and style of the existing buildings, and does not visually dominate the original buildings.</li> <li>The original roof line of the bank and stables will remain identifiable and distinct from the new works.</li> <li>All chimneys and significant roof elements have been retained in the existing buildings.</li> <li>New work is recognisable as new, "blending in" with the original building and does not mimic the existing building.</li> <li>New materials are compatible with the existing finishes. New materials differentiate new work from original building sections.</li> </ul>	✓
7.2	<i>Materials, finishes and colours</i>	<ul style="list-style-type: none"> <li>All materials have been selected to be compatible, but not necessarily matching the materials of the existing buildings.</li> <li>It is considered that all new materials complement the period and style of the heritage item.</li> <li>Colour schemes have been selected in consultation with Councils Heritage Advisor.</li> </ul>	✓



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7.4	<i>Development in the vicinity of a heritage item</i>	<ul style="list-style-type: none"> <li>The proposed development has been designed to respect and complement the heritage items in terms of building envelope, proportions, materials, colours, finishes and building street alignment.</li> <li>It is noted that the development is also in the vicinity of other heritage items. The development will have no adverse impact on any such item, as it is located a sufficient distance from these items.</li> </ul>	✓
8.1	<i>Temora CBD</i>	The development is in the CBD and within a heritage conservation area. The development complies with the controls listed in this section.	✓
8.8	<i>Fences in the Temora Heritage Conservation Area</i>	<p>A new front fence is proposed along the Loftus Street frontage which forms part of the development site. The proposed fence is open heritage style fencing, 1200 mm in height.</p> <p>The development – front fence component is generally compliant with the controls listed in this section.</p>	✓
	<i>Landscaping</i>	The development complies with the applicable controls of this section – refer to attached plans.	✓
	<i>Notification of Development Applications</i>	It is noted that the application may be notified to adjoining landowners in accordance with this section.	✓
	<i>Sewage Management</i>	The site is serviced by Councils reticulated sewerage system and all works will be carried out in accordance with this section, the Plumbing Code of Australia and AS 3500.	✓
	<i>Subdivision</i>		
2	<i>Subdivision Layout</i>	<p>The development complies with the objectives and controls listed in this section.</p> <p>The development proposes a 3-lot community title subdivision, this has been discussed elsewhere within this report.</p> <p>The site will be serviced by all required infrastructure services identified in this section.</p>	✓

#### 4 STATEMENT OF ENVIRONMENTAL EFFECTS

The likely impacts of the development are considered in the below table.

*Table 6 Likely Impacts of the Development*

PRIMARY MATTER	COMMENTS	IMPACT
CONTEXT AND SETTING	<p>The proposed development will create no adverse impacts in terms of context and setting, the land is appropriately zoned, and the surrounding area consists of predominately commercial development.</p> <p>The site is adjoined by mixed used commercial and residential land uses (shop fronts with rear / combined residential accommodation) to the north, south and west (to the west there is a number of single storey detached unit development) and public parkland to the east.</p>	Acceptable



Subdivision of one (1) Lot into three (3) Community Title Lots, Erection of Single Storey Dwelling House, and Change of Use of Existing Stable Building to Storage | October 2024

	<p>The scale and bulk of the development is considered appropriate in terms of adjoining and surrounding development and is appropriate in context and setting.</p> <p>The existing buildings will remain, and only small scale and complimentary additions are proposed to the stable building to facilitate an adaptive reuse of the building. The development will improve the functionality and usability of the site. The proposal is considered to be consistent with the character of the area and entirely compatible with adjacent land uses.</p>	
<i>STREETSCAPE</i>	<p>The proposed development will not have any adverse effect on the existing Hoskins street - streetscape.</p> <p>The development, dwelling house will front Loftus Street and the existing stables building will continue to front the laneway (no changes proposed to the laneway streetscape).</p> <p>The proposal will not detract from the Loftus Street, streetscape in this instance and its impact would be acceptable.</p> <p>The works proposed at 190 Hoskins Street (Loftus Street and Little Baker Frontages), will provide for positive streetscape and public domain interactions.</p> <p>The development will not create any adverse impacts to the streetscape.</p>	Acceptable
<i>TRAFFIC, ACCESS, AND PARKING</i>	<p>This has been discussed elsewhere within this report.</p> <p>There will be no adverse traffic, access or parking impacts resulting from this proposal.</p>	Acceptable
<i>PUBLIC DOMAIN</i>	<p>The development will not result in any adverse impacts to the public domain.</p>	Acceptable
<i>UTILITIES</i>	<p>The subject site has access to all required services and any augmentation will be carried out to the satisfaction of the relevant authority.</p>	Acceptable
<i>HERITAGE</i>	<p>Satisfactory and has been discussed elsewhere within this report.</p>	Acceptable
<i>OTHER LAND RESOURCES</i>	<p>The development will have no impact on other land resources.</p>	Acceptable
<i>WATER QUALITY AND STORMWATER</i>	<p>The development is not anticipated to have a long-term impact on water quality. Stormwater will be adequately managed via onsite collection and disposed of to the kerb and gutter in accordance with AS 3500 and Council requirements.</p>	Acceptable
<i>SOILS, SOIL EROSION</i>	<p>Erosion control will be in accordance with TSC requirements. A sediment and erosion control plan will be provided to Council for review and approval at construction certificate lodgement stage.</p>	Acceptable
<i>AIR AND MICROCLIMATE</i>	<p>The development is not anticipated to have ambient air quality and microclimate impacts.</p>	Acceptable
<i>FLORA AND FAUNA</i>	<p>No adverse flora and fauna impacts are anticipated. The proposal will result in the removal of both native and non-native tree species from the site. These trees are located in a highly urbanised environment and have little to no conservation value.</p>	Acceptable
<i>WASTE</i>	<p>The builder will be required to appropriately dispose of any waste or rubble generated during the construction process at a licenced waste disposal facility.</p> <p>The site is serviced by a council waste collection service, and this will be utilised for post construction operations.</p>	Acceptable
<i>NOISE AND VIBRATION</i>	<p>No adverse noise or vibration impacts are anticipated as a result of the proposal.</p>	Acceptable

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<i>HOURS OF OPERATION</i>	Operating hours for the existing commercial premises will remain unchanged and as previous approvals.	Acceptable
<i>NATURAL HAZARDS (FLOOD AND BUSHFIRE)</i>	This has been discussed previously in this report.	Acceptable
<i>TECHNOLOGICAL HAZARDS</i>	The development is unlikely to create any technological hazards.	Acceptable
<i>SAFETY, SECURITY AND CRIME PREVENTION</i>	No adverse safety and security impacts are anticipated as a result of the proposal.	Acceptable
<i>SOCIO-ECONOMIC IMPACT IN THE LOCALITY</i>	Short-term economic benefits of this development are expected to result due to expenditure and employment of local contractors in the construction. The development will ensure the retention of a significant heritage item and buildings that have an important historical connection with the community. The development will also provide for quality residential accommodation for the use by the landowners.	Acceptable
<i>SITE DESIGN AND INTERNAL DESIGN</i>	Internal and site design are considered compatible with the intended use and the expected design outcomes for the area.	Acceptable
<i>OVERLOOKING AND OVERSHADOWING</i>	Nil impacts expected. Ample setbacks to adjoining properties.	Acceptable
<i>LANDSCAPING</i>	Landscaping is proposed in accordance with attached landscaping plan and BASIX Certificate and is considered satisfactory.	Acceptable
<i>CONSTRUCTION</i>	All works would be carried out in conjunction with the relevant BCA and Australian Standards. The construction works would be executed during approved construction hours only and be limited to minor alterations and additions.	Acceptable
<i>CUMULATIVE IMPACTS</i>	The development, when considered simultaneously with other developments on the site, adjoining, in the locality, or in the local area generally, is considered to have marginal and acceptable cumulative impacts.	Acceptable
<i>DISABLED ACCESS</i>	Not applicable – existing for commercial premises and not required for the proposed residential accommodation.	Acceptable
<i>SIGNAGE</i>	Not applicable. No signage is proposed.	Not applicable
<i>SETBACKS AND BUILDING ENVELOPES</i>	The setbacks proposed for the development have been discussed elsewhere in this report. All setbacks are compliant with Council and NCC requirements.	Acceptable

## 5 CONCLUSION

This SEE report has been prepared to support a Development Application for the Subdivision of one (1) Lot into three (3) Community Title Lots, Erection of Single Storey Dwelling House, and Change of Use of Existing Stable Building to a Storage building located at 190 Hoskins Street, Temora NSW.

The proposal has been described and discussed in previous sections of this report and has been considered in respect of the relevant planning framework that is applicable to this proposed development. The proposal is considered to be permissible for the following reasons:

- The proposal is permissible under the provisions of the Temora Local Environmental Plan 2010 and meets the objectives of the applicable E1 Local Centre Zone;
- The proposal complies with the applicable controls of the Temora Development Control Plan 2010;

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and

- The proposal would not have any significant adverse environmental consequences, nor would it have an adverse effect on the area or surrounding residents.
- The proposal is in the public interest. The proposal will enhance the activation of Temora's main street and provide an appropriate use of the site.

As demonstrated throughout this report, the development is permissible with consent, subject to a merit's assessment.

## 15 ADMINISTRATION AND FINANCE

### 15.1 RATES AND CHARGES 2025/2026

**File Number:** REP25/415  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

#### REPORT

After resolving to adopt the Operational Plan for 2025/2026, it is a legal requirement that Council resolve to make the Rates and Annual Charges for the 2025/2026 financial year.

#### Farmland Rate

Council make an Ad Valorem rate of 0.001143 cents in the dollar and a minimum rate of \$243.60 on each parcel of rateable land in the Council area categorised as “Farmland” for the 2025/2026 year.

#### Residential Rates

Residential Temora: Council make an Ad Valorem rate of 0.00457 cents in the dollar and a base amount of \$284.60 (33.7% of total sub-category rate income) on each parcel of rateable land in the area categorised as “Residential” for the 2025/2026 year with the exception of the following sub-categories:

Residential Aria Park: Council make an Ad Valorem rate of 0.005197 cents in the dollar and a base amount of \$236.30 (47.53% of total sub-category rate income) on each parcel of rateable land in the area categorised as “Residential Aria Park” for the 2025/2026 year.

Residential Springdale: Council make an Ad Valorem rate of 0.002999 cents in the dollar and a base amount of \$148.00 (49.66% of total sub-category rate income) on each parcel of rateable land in the area categorised as “Residential Springdale” for the 2025/2026 year.

Residential Rural: Council make an Ad Valorem rate of 0.000999 cents in the dollar and a base amount of \$264.60 (48.73% of total sub-category rate income) on each parcel of rateable land in the area categorised as “Residential Rural” for the 2025/2026 year.

Residential Temora Aviation: Council make an Ad Valorem rate of 0.005241 cents in the dollar and a base amount of \$97.70 (13.01% of total sub-category rate income) on each parcel of rateable land in the area categorised as “Residential Temora Aviation” for the 2025/2026 year.

#### Business Rates

Business Other: Council make an Ad Valorem rate of 0.002197 cents in the dollar and a base amount of \$90.30 (29.50% of total sub-category rate income) on each parcel of rateable land in the area categorised as “Business” for the 2025/2026 year with the exception of the following sub-categories:

Business Temora Hoskins Street: Council make an Ad Valorem rate of 0.030327 cents in the dollar with no base amount on each parcel of rateable land in the area categorised as “Business Temora Hoskins Street” for the 2025/2026 year.

Business Temora Town: Council make an Ad Valorem rate of 0.014384 cents in the dollar with no base amount on each parcel of rateable land in the area categorised as “Business Temora Town” for the 2025/2026 year.

Business Temora Aviation: Council make an Ad Valorem rate of 0.005823 cents in the dollar and a base amount of \$97.70 (9.84% of total sub-category rate income) on each parcel of rateable land in the area categorised as “Business Temora Aviation” for the 2025/2026 year.

Business Arianh Park: Council make an Ad Valorem rate of 0.006494 cents in the dollar and a base amount of \$273.50 (48.86% of total sub-category rate income) on each parcel of rateable land in the area categorised as “Business Arianh Park” for the 2025/2026 year.

### Waste Management Charges

Domestic Waste Management Service Charge: Council make an annual Domestic Waste Management Service Charge of \$320.60 for each parcel of occupied (developed) rateable land and \$30.00 for each parcel of vacant rateable land for which the service is available for the 2025/2026 year.

Trade Waste Management Service Charge: Council make an annual Trade Waste Management Service Charge (other than Domestic Waste Management services) of \$320.60 for each parcel of occupied (developed) rateable and non-rateable land and \$30.00 for each parcel of vacant rateable land for which the service is available for the 2025/2026 year.

Rural Waste Management Service Charge: Council make an annual Rural Waste Management Service Charge of \$373.10 for each parcel of land outside of the town limits and on route to the villages of Springdale, Reefton and Arianh Park where, on request of the ratepayer and by agreement of Council, a service is provided.

### Sewerage Service Charges

Council make a two-part charge based on an annual access charge and a charge based on water consumption as detailed below for each parcel of land on which the service is available for the 2025/2026 year as detailed below:

Sewer Charge	Annual Access (\$)	Quarterly Access (\$)	Usage \$ per k/l Rate
Residential	667.00		
Commercial vacant	667.00		
Commercial 20mm	526.60	131.65	1.57
Commercial 25mm	822.81	205.70	1.57
Commercial 32mm	1,348.10	337.02	1.57
Commercial 40mm	2,106.40	526.60	1.57
Commercial 50mm	3,291.25	822.81	1.57
Commercial 80mm	8,425.60	2,106.40	1.57
Commercial 100mm	13,165.00	3,291.25	1.57

For non-residential customers, sewerage bills should not be less than residential sewerage bills as per Best Practice Guidelines for Sewer Management, so a minimum rate of \$667.00 applies to all non-residential customers.

**Stormwater Levy**

Council make a Residential Stormwater Management Service Charge of \$25.00 for each developed residential assessment in the Temora, Aria Park & Springdale urban areas, and \$12.50 for every dwelling that forms part of a strata plan within the Temora Urban area.

Council make a Business Stormwater Management Service Charge of \$25.00 for the first 350m<sup>2</sup> and \$25.00 for each additional 350m<sup>2</sup> or part thereof – capped at \$300.00 for each developed business assessment in the Temora, Aria Park & Springdale urban areas.

**Integrated Planning and Reporting**

Community Strategic Plan Theme 2: Providing local leadership

Delivery Program Strategy 2.1: A community with strong local leadership

**Council Policy/Legislation**

The making and levying of ordinary rates is prescribed by section 494 of the Local Government Act 1993. The making and levying of annual charges is prescribed by sections 496, 496A and 501 of the Local Government Act 1993.

**Options**

1. Make the rates and charges as outlined in the report.
2. Make the rates and charges following amendments.

**Budget Implications**

This forms the legal basis for striking rates and charges for 2025/2026.

**Risk Implications**

Council must make the rates and charges prior to 1 August each year. There is a risk that by delaying the making of rates and charges, Council may experience cash flow issues resulting from the non-payment of rates and charges, impacting Council's ability to deliver services to the community. Further, Our Plan for the Future has been on public exhibition for the statutory requirement of 28 days, with no submissions received in relation to the rates and charges at the date of writing this report. If Council were to make amendments to the rates and charges following exhibition, Council's reputation may be impacted.

**RECOMMENDATION**

It is recommended that Council make the above rates and charges for 2025/2026.

***Report by Elizabeth Smith***

**15.2 MAXIMUM INTEREST RATING 2025/2026**

**File Number:** REP25/416  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

**REPORT**

The Minister for Local Government has determined that the maximum rate of interest payable on overdue rates and charges for the 2025/2026 rating year will be 10.5%. This is the same rate as applied for the 2024/2025 rating year.

**Integrated Planning and Reporting**

Community Strategic Plan Theme 2: Providing local leadership  
Delivery Program Strategy 2.1: A community with strong local leadership

**Council Policy/Legislation**

The rate of interest on outstanding rates and charges in accordance with section 566(3) of the Local Government Act 1993.

**Options**

1. Adopt the maximum interest rate of 10.5%.
2. Adopt an alternate interest rate, not exceeding 10.5%.

**Budget Implications**

N/A

**Risk Implications**

Council must adopt the interest rate prior to issuing rates notices each year. Our Plan for the Future has been on public exhibition for the statutory requirement of 28 days, with no submissions received in relation to the rate of interest on outstanding rates and charges at the date of writing this report. If Council were to make amendments to the rate of interest on outstanding rates and charges following exhibition, given no submissions were received, Council's reputation may be impacted.

**RECOMMENDATION**

It is recommended that Council adopts the maximum interest rate of 10.5% for 2025/2026.

***Report by Elizabeth Smith***

**15.3 DRAFT FEES & CHARGES 2025/2026****File Number:** REP25/451**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** Nil**REPORT**

The draft Schedule of Fees & Charges 2025/2026 has been on public display since 19 May 2025. At the time of writing this report no submissions have been received. Any submissions received prior to the closing date will be considered at the Council meeting.

Several items have been identified by staff members as requiring consideration by Council.

**Pinnacle - Laundry Services**

Advice has been received during the exhibition period that laundry costs will increase from \$16.50 per load to \$25.00 per load. The exhibited Schedule of Fees & Charges provided for a fee of \$9.00, noting that government funding is used to recoup the remainder of the cost. Staff recommend the fee be revised to \$12.50 per load.

**193 Baker Street Cleaning Fees**

As noted above, advice has been received during the exhibition period that laundry costs will increase from \$16.50 per load to \$25.00 per load. This will impact the cleaning costs associated with the rental of the Baker Street units. The exhibited Schedule of Fees & Charges provided for a fee of \$190 per clean which includes the cost of cleaning contractors and laundry services. Staff recommend the fee be revised to \$200.00 per clean.

**Mother Shiptons Charges**

Staff recommend that a half day rate be included in the Schedule of Fees & Charges for the hire of the Mother Shipton (commercial) Kitchen. The table below outlines the recommended fees.

<b>Description</b>	<b>Exhibited Fees (Incl GST)</b>	<b>Recommended Fees (Incl GST)</b>
Mother Shipton's & VL Gallery, terrace & grounds (excludes kitchen)	\$275.00	\$275.00
Mother Shipton's & VL Gallery, terrace & grounds (excludes kitchen) (half day)	N/A	\$137.50
Mother Shipton's	\$42.00	\$42.00
Mother Shipton's (half day)	N/A	\$21.00
Kitchen	\$70.00	\$70.00
Kitchen (half day)	N/A	\$35.00

Further to the staff suggestions outlined above, Council has been advised by the Department of Planning, Housing & Infrastructure of changes to statutory fees including fees for Section 10.7 Planning Certificates and the fee unit amount for Development Application Fees. These fees will be updated accordingly. Council's Fees and Charges Pricing Policy includes a clause that Council



reserves the right to increase or decrease statutory fees in line with changes to these statutory charges.

**RECOMMENDATION**

It is recommended that Council adopt the Schedule of Fees & Charges for 2025/2026 including the amendments noted in the report.

***Report by Elizabeth Smith***

**16      CORRESPONDENCE**

Nil

**17      BUSINESS WITH NOTICE**

Nil

**18      NOTICE OF MOTION**

Nil

**19      BUSINESS WITHOUT NOTICE - URGENT**

**20 COUNCILLORS INFORMATION PAPER****20.1 ROAD SAFETY OFFICER - MAY 2025**

**File Number:** REP25/458

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Road Safety Officer [↓](#) 

**TEMORA SHIRE COUNCIL****ROAD SAFETY OFFICER REPORT – MAY 2025****Activities:**

This month I have continued to familiarize myself with the local area with a view to identifying any road safety issues/ trends.

I have been working on 9 project proposals for the 2025-2026 financial year which will be relevant and appropriate to Temora Shire. Projects will relate to speed/ fatigue/ drink driving, child restraint safety, cyclist safety, old and young driver education and pre-harvest education sessions. The approval process involves considerable back-and-forth with TfNSW to obtain funding and support but I anticipate approval will occur within the next few weeks.

I have also:

- Visited local aged care facilities to introduce myself and explain the Road Safety Officer role.
- Visited local child care facilities to introduce myself and explain the Road Safety Officer role.
- Visited Temora Hospital and Community Health Centre to introduce myself and explain the Road Safety Officer role.
- Had discussions with A/Insp Adam White, NSW Police to introduce myself and explain the Road Safety Officer role. A/Insp White is the acting OIC of the Temora police sector.
- Attended the Temora TAFE Careers Day and participated in Temora Shire Council display where I networked with other agencies and students regarding road safety and the Road Safety Officer role.
- Had discussions with a member of public regarding concerns about ongoing seatbelt non-compliance in Aria Park. Discussions with Wagga Highway Patrol to arrange some mobile enforcement in the area. If the issue becomes more prevalent, I will initiate some type of education/ program to address it.
- Met with Altor Pty Ltd to discuss pre-harvest road safety presentations. They were very keen to participate. Arrangements made to attend similar function held by Lachlan Road Safety Officer at Forbes in June.
- Request by A/Insp White regarding the inclusion of sporting clubs into local Road Safety Officer safety programs. Issues raised in recent liquor accord meetings. Explained that the 'Off the Field Road Safety' project (addressing drink driving, speed, fatigue and distraction) is one of the projects proposed and submitted for 2025-2026 financial year. Pending approval by TfNSW.
- Arranged promotions of National Road Safety Week and Fatality Free Friday. Temora Shire Council Lauren Carr facilitated social media posts/ video collage showing CSC

staff and community members committing to NRSW principles by wearing yellow ribbons and making road safety pledges. NRSW banner displayed in Temora CBD for duration of week.

- Enquiries conducted regarding re-accreditation of council child restraint fitters. TfNSW may be in a position to arrange refresher course. Recommended as this is a valuable resource for the community.
- Discussion with Sgt Horsley, Wagga Highway patrol regarding speeding in a number of Temora residential streets. He requested that placement of portable speed sign be arranged. Attempts to establish condition of mobile speed checking sign. Equipment appears to be malfunctioning and not feasible to repair. Temora Shire Council recommends writing off asset. Quotes to replace obtained then a proposal will be submitted to Temora Shire Council for replacement. Funding potentially to be shared by all 4 councils.
- Observations of railway crossings show that motorists are not heeding stop signs. Concerns raised by railway personnel suggest that this is a regional problem. Consideration to implementing an ongoing local awareness campaign.
- Discussions with local Rotary and Freemasonry representatives who have expressed interest in having a presentation by Road Safety Officer.
- Attended meeting with TfNSW in Wagga to discuss 2025-26 Road Safety Officer project submissions and approval process.
- Had meeting with Cootamundra Shire Road Safety Officer.

Speed and fatigue remain the biggest contributors to serious crashes on local roads and will be addressed accordingly. Mobility scooter use seems to be the main issue of interest within the community, road safety wise. I have discussed this with TfNSW and arranged to participate in the NSW Health 'Stepping Out' program in July where scooter use will be addressed during RSO presentations.

I've also continued to review VMS sites within the shire to confirm their ongoing suitability for VMS placements

I look forward to further involvement with the Council and community. The ongoing commitment of Council staff towards improving road safety is appreciated.

Steven R. BLOOMFIELD  
30 May, 2025

**20.2 WORKS REPORT - MAY 2025**

**File Number:** REP25/468  
**Author:** Engineering Technical Officer  
**Authoriser:** Engineering Asset Manager  
**Attachments:** Nil

Project	Funding Source
<b>Main Roads</b>	
MR 57 Goldfields Way / MR 84 Burley Griffin Way – inspection and routine maintenance	Routine Maintenance Council Contract (RMCC)
<b>Local Roads</b>	
Howards Road upgrade	Fixing Country Roads (FCR) / Roads to Recovery (RTR)
Flood repairs Springdale (north) area	DRFA / Council Maintenance
Glynburn Road, Boundary Road & Coddington's Lane resheet	DRFA and Regional Emergency Road Repair Program (RERRP)
Fraters Speedway resheet	LRCI4 / DRFA
Mary Gilmore Way (Box Culvert Extensions)	Regional Road Block Grant
Thanowring Road causeway replacement	Council
<b>Urban Temora &amp; Ariah Park</b>	
Urban slashing, sweeping and spraying	Council and RMCC
Victoria Street/Melaleuca Street drainage works ( <i>weather impacted</i> )	Transport for NSW, Developer, RTR
Twynam Street Seg 1 upgrade ( <i>weather impacted</i> )	Local Roads & Community Infrastructure 4B (LRCI4B)
Camp Street Seg 1 upgrade	LRCI 4B
Stadium hoist	Council
Temora Cemetery G H I J row upgrade	Council
Sewer CCTV / Cleaning (Temora)	Council
Sewer junction replacement program	Council

Works planned for June 2025	
Howards Road upgrade – road construction	Fixing Country Roads (FCR)
Glynburn Road, Coddingtons Lane and Boundary Road resheet	DRFA and RERRP
Fraters Speedway resheet	LRCI4 / DRFA
Mary Gilmore Way (Box Culvert Extensions)	Regional Road Block Grant
Twynam Street Seg 1 upgrade ( <i>weather impacted</i> )	Local Roads & Community Infrastructure 4B (LRCI4B)
Camp Street Segment 1 upgrade	Local Roads & Community Infrastructure 4B (LRCI4B)
Urban Heavy Patching	RMCC (inc Hoskins Street Upgrade Detour Routes)
Sewer Main CCTV / Cleaning (Temora)	Council

***Report by Rob Fisher***

**20.3 BUILDING APPROVALS - MAY 2025**

**File Number:** REP25/435  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**ENVIRONMENTAL PLANNING & ASSESSMENT ACT, 1979**

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

**DEVELOPMENT APPLICATIONS ISSUED**

- ✓ DA/CC 31/2025 – Lot 4; DP 1067428 – 22 Joffre Street, Temora – Construction of a Carport
- ✓ DA/CC 34/2025 – Lot 7; Section 10; DP 758957 – 185 De Boos Street, Temora – Construction of a Residential Storage Shed/Garage
- ✓ DA 36/2025 – Lot 16; DP 13521 – 14 View Street, Temora - Construction of a Carport

**COMPLYING DEVELOPMENT CONSENTS ISSUED**

- ✓ CDC 11/2025 – Lot 7; Section 11; DP 758957 – 243 Hoskins Street, Temora – Construction of a Residential Storage Shed/Garage



**20.4 REGULATORY CONTROL - MAY 2025****File Number:** REP25/466**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** Nil

Item	Inspection/ Incidents (Number)	Orders Issued Y/N	Penalty Infringement Y/N	Notes
Illegal Parking	8	No	No	5x inspections
Scooters & Bikes	1	No	No	1x inspection - No issues
School Zones	49	No	No	49x School zone inspections
Noise	8	Yes	No	8x noise complaints - 1x barking dog
Air Quality	0	No	No	NIL
Illegal Dumping/Littering	5	No	No	5x reports - Bottles - 2 TV's
Overgrown/Untidy Blocks	5	No	No	5x inspections - 5x monitor but clean up had started
Lake Walking Track	26	No	No	26x inspections - TV dumped
Animal Welfare	16	No	No	16x inspections
Dangerous Dogs	3	No	No	3x reports - 1x no such address - 2x owners contacted
Impounded	9	No	No	9x pound (animals)
Noise Animals	9	No	No	9x reports - 1x monitor
Nuisance Animals / Trapping	8	No	No	7x reports/traps issued - 1 x goats not found
Dead Animal Removal	2	No	No	2x cats – no ID
Keeping of Horses in Residential Areas	2	No	No	2x inspection – all okay
Main Street Sign Approvals Inspections	0	No	No	NIL
Rural Stock Incidents	8	No	No	8x inspections/call outs
Fruit Fly	0	No	No	NIL
Euthanised	3	No	No	1x kangaroo 2x feral cat
Other	25	No	No	16x pound clean/feed 1x speeding 1x goats 2x rescue drop off 1 x housing issue 1x netting 3 x various

**Report by Ross Gillard**

**20.5 BORROWINGS**

**File Number:** REP25/387  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

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

Purpose	Loan Amount	Interest Rate	Annual P + I Payments	Balance @ 31/5/2024	Term	End Date
Depot Purchase	\$2,000,000	3.1%	\$283,242	\$345,968	8 yrs	2026
SIL House	\$1,000,000	1.45%	\$132,616	\$388,631	8 yrs	2028
Swimming Pool Upgrade	\$1,210,280	3.29 %	\$82,831	\$1,075,242	20 yrs	2042
Totals			\$498,689	\$1,809,841		

***Report by Elizabeth Smith***

**20.6 CASH AND INVESTMENTS - PERIOD ENDED 31 MAY 2025****File Number:** REP25/461**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Cash and Investments [↓](#) 



**Temora Shire Council**  
**Cash & Investments**  
 For the period ended 31st May, 2025

	Original Budget 2024/25	Revised Budget 2024/25	Actual YTD Figures
<b>Externally Restricted</b>			
Sewerage Services	5,511,830	5,428,531	4,661,341
Domestic Waste Management	1,451,750	1,635,310	1,716,207
Stormwater Drainage Flood Studies & Construction Programs	325,994	314,674	477,624
S94 Contributions	615,213	615,213	977,035
Unspent Restricted Grants	1,618,963	438,559	966,191
Pinnacle Externally Restricted	1,023,562	1,023,562	697,091
<b>Total Externally Restricted</b>	<b>10,547,312</b>	<b>9,455,849</b>	<b>9,495,488</b>
<b>Internally Restricted</b>			
Pinnacle Internally Restricted	4,149,927	3,993,082	4,057,180
Other Waste Management	518,473	606,316	623,282
Leave Reserves	1,943,878	1,943,878	1,943,878
Roads Reserve	500,000	500,000	500,000
Local Roads	2,299,382	2,840,202	(0)
FAGS Received in Advance	2,814,358	0	0
Industrial Development	103,126	103,126	0
Plant & Vehicle	500,000	439,455	439,309
Gravel Royalty	1,335,068	1,415,068	938,678
Ariah Park Tip Fee Contributions	9,840	13,152	5,392
Medical Complex Development	41,009	41,009	41,009
Infrastructure *	669,317	494,430	1,422,222
Infrastructure - Airpark Estate	203,565	203,565	199,868
Digital Two Way Radio Upgrade	95,000	95,000	95,000
Computer Upgrade	121,447	121,447	167,326
Sports Council Requirements	62,217	62,217	41,698
Youth Donations	2,427	1,277	4,386
Revotes	854,150	147,150	634,411
Airside Maintenance	187,511	187,511	195,351
Temora Agricultural Innovation Centre Maintenance Reserve	3,669	3,581	17,504
Regional Local & Emergency Roads Repair Program	1,499,065	1,499,065	2,132,987
Verandah Reinstatement Fund	25,000	15,000	15,000
Ariah Park Light Show	0	0	3,000
<b>Total Internally Restricted</b>	<b>17,938,429</b>	<b>14,725,531</b>	<b>13,477,481</b>
<b>Total Restricted Reserves</b>	<b>28,485,741</b>	<b>24,181,380</b>	<b>22,972,969</b>
*Infrastructure reserve contains \$269,430 of funds which are not allocated to specific projects			
<b>Cash &amp; Investments</b>			
Westpac Cheque Account			701,893
AMP Business Saver Account			552,674
AMP Notice Account			921,605
Macquarie Bank Cash Management Accelerator Account			786,894
Macquarie Bank Cash Management Account			100,695
Westpac Cash Reserve			2,256,592
Term Deposits held with:			
Bank of Queensland			1,527,081
National Australia Bank			11,789,410
Northern Territory Treasury Bonds			500,000
My State			1,040,869
Rabobank			2,019,447
ING Bank			1,000,000
<b>Total Cash &amp; Investments</b>	<b>28,485,741</b>	<b>24,181,380</b>	<b>23,197,160</b>
<b>Less Funds required for operational purposes</b>			<b>(1,000,000)</b>
<b>Cash &amp; Investments Available for Reserves</b>	<b>28,485,741</b>	<b>24,181,380</b>	<b>22,197,160</b>
<b>Funding Deficit</b>			<b>(775,809)</b>

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

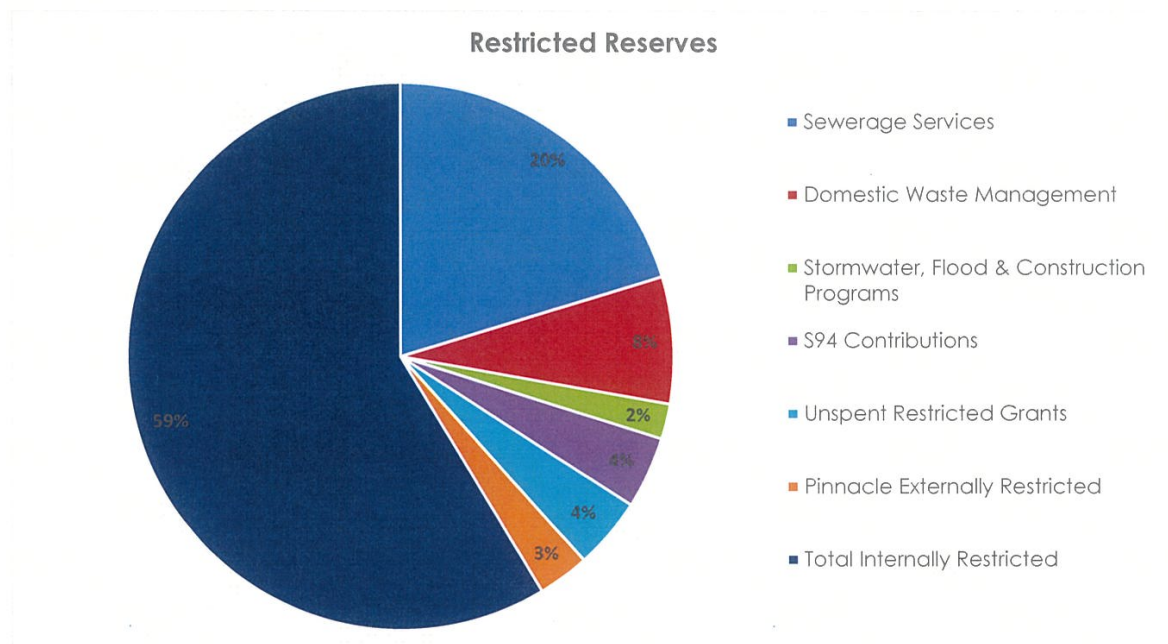
  
 Elizabeth Smith  
 Director Administration & Finance



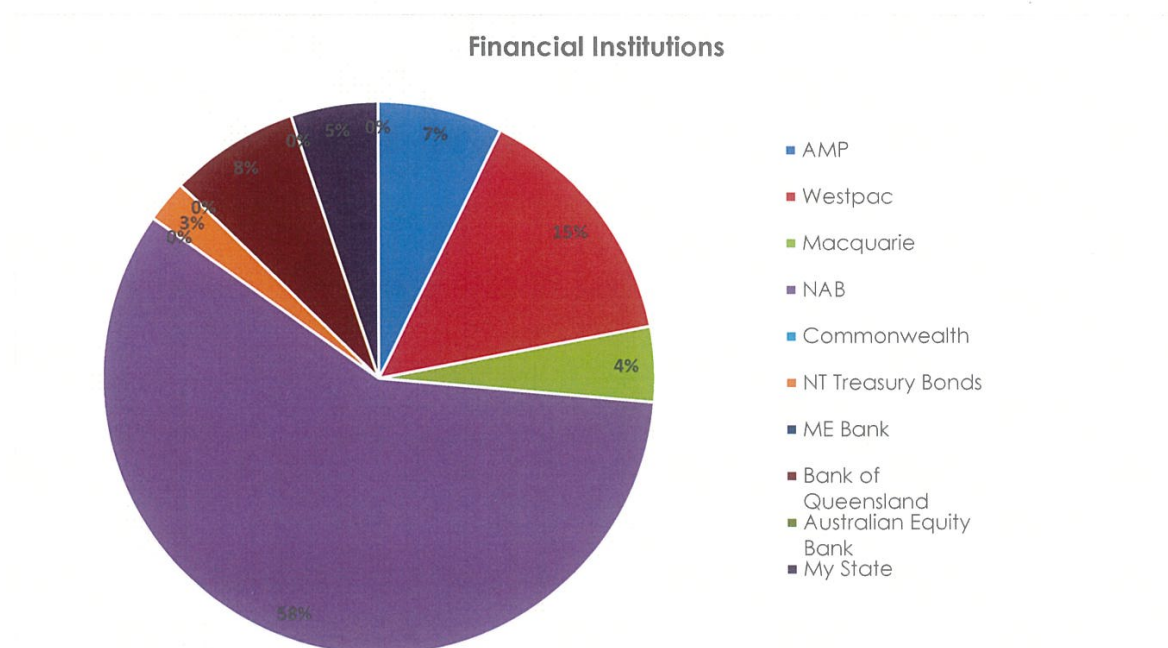
Temora Shire Council

**Cash & Investments**

For the period ended 31st May, 2025



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



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

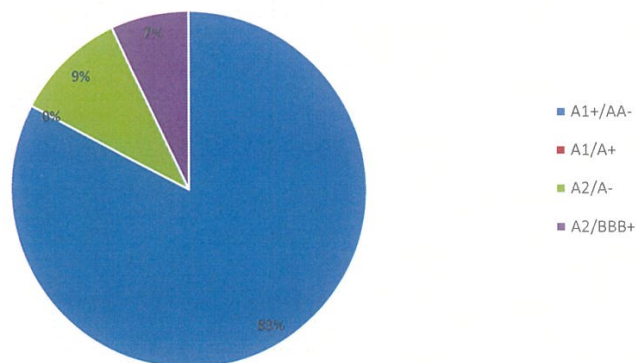




**Temora Shire Council**  
**Cash & Investments**  
 For the period ended 31st May, 2025



Institution	Rating	Type	Date Lodged	Rate	Term (days)	Maturity Date	Amount Invested	Institution Total
<b>Cash Held</b>								
Westpac Bank	A1+/AA-	Cheque account		0.00%			701,892.98	
Westpac Bank	A1+/AA-	Cash Reserve		0.80%			2,256,591.97	2,958,484.95
Macquarie Bank	A1/A+	Cash Management Accelerator Account		4.15%			786,894.31	
Macquarie	A1/A+	Cash Management Account		2.25%			100,694.76	887,589.07
AMP Bank	A2/BBB+	Business Saver		4.25%			552,674.43	
AMP Bank	A2/BBB+	31 Day Notice Account		4.50%	31		921,604.72	1,474,279.15
							<b>Total Cash Held</b>	<b>5,320,353.17</b>
<b>Investments Held</b>								
Bank of Queensland	A2/A-	Term Deposit	22/06/23	5.25%	1096	22/06/26	500,000.00	
Bank of Queensland		Term Deposit	19/06/24	4.95%	735	24/06/26	500,000.00	
Bank of Queensland		Term Deposit	11/12/24	5.10%	231	30/07/25	527,080.95	1,527,080.95
National Australia Bank	A1+/AA-	Term Deposit	26/03/25	4.70%	245	26/11/25	500,000.00	
National Australia Bank		Term Deposit	28/05/25	4.15%	364	27/05/26	619,184.02	
National Australia Bank		Term Deposit	14/08/24	5.10%	364	13/08/25	556,588.18	
National Australia Bank		Term Deposit	9/09/24	4.95%	366	10/09/25	504,415.11	
National Australia Bank		Term Deposit	14/11/24	5.10%	365	14/11/25	556,949.04	
National Australia Bank		Term Deposit	28/05/25	4.15%	364	27/05/26	576,773.02	
National Australia Bank		Term Deposit	27/01/21	1.30%	1727	20/10/25	504,622.90	
National Australia Bank		Term Deposit	28/03/22	3.15%	1824	26/03/27	530,000.00	
National Australia Bank		Term Deposit	14/05/25	4.30%	273	11/02/26	572,319.90	
National Australia Bank		Term Deposit	27/03/25	4.70%	181	24/09/25	502,250.00	
National Australia Bank		Term Deposit	22/06/23	4.90%	1825	20/06/28	517,576.86	
National Australia Bank		Term Deposit	16/04/25	4.44%	161	24/09/25	567,943.63	
National Australia Bank		Term Deposit	3/04/25	4.55%	363	1/04/26	557,828.60	
National Australia Bank		Term Deposit	25/09/24	4.95%	273	25/06/25	500,863.01	
National Australia Bank		Term Deposit	14/08/24	5.10%	364	13/08/25	535,889.73	
National Australia Bank		Term Deposit	25/09/24	4.95%	273	25/06/25	539,355.16	
National Australia Bank		Term Deposit	16/10/24	4.98%	287	30/07/25	511,155.48	
National Australia Bank		Term Deposit	30/04/25	4.15%	364	29/04/26	1,039,641.10	
National Australia Bank		Term Deposit	12/03/25	4.60%	364	11/03/26	545,333.95	
National Australia Bank		Term Deposit	18/12/24	5.00%	364	17/12/25	1,050,720.55	11,789,410.24
Northern Territory Treasury		Treasury Bonds	31/05/21	1.30%	1841	15/06/26	500,000.00	500,000.00
My State Bank	A2/BBB+	Term Deposit	8/01/25	4.90%	336	10/12/25	540,869.14	
My State Bank		Term Deposit	3/06/24	5.25%	365	3/06/25	500,000.00	1,040,869.14
Rabobank		Term Deposit	2/10/24	4.45%	1098	5/10/27	1,000,000.00	
Rabobank		Term Deposit	9/10/24	4.95%	280	16/07/25	500,000.00	
Rabobank		Term Deposit	14/02/25	4.82%	194	27/08/25	519,446.58	2,019,446.58
ING Bank		Term Deposit	14/10/24	5.01%	345	24/09/25	500,000.00	
ING Bank		Term Deposit	14/10/24	5.03%	380	29/10/25	500,000.00	1,000,000.00
							<b>17,876,806.91</b>	<b>17,876,806.91</b>
<b>Total Cash &amp; Investments</b>								<b>23,197,160.08</b>

Standard & Poors Short Term/Long Term Credit Ratings



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

**20.7 RATES - MAY 2025****File Number:** REP25/464**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:**  

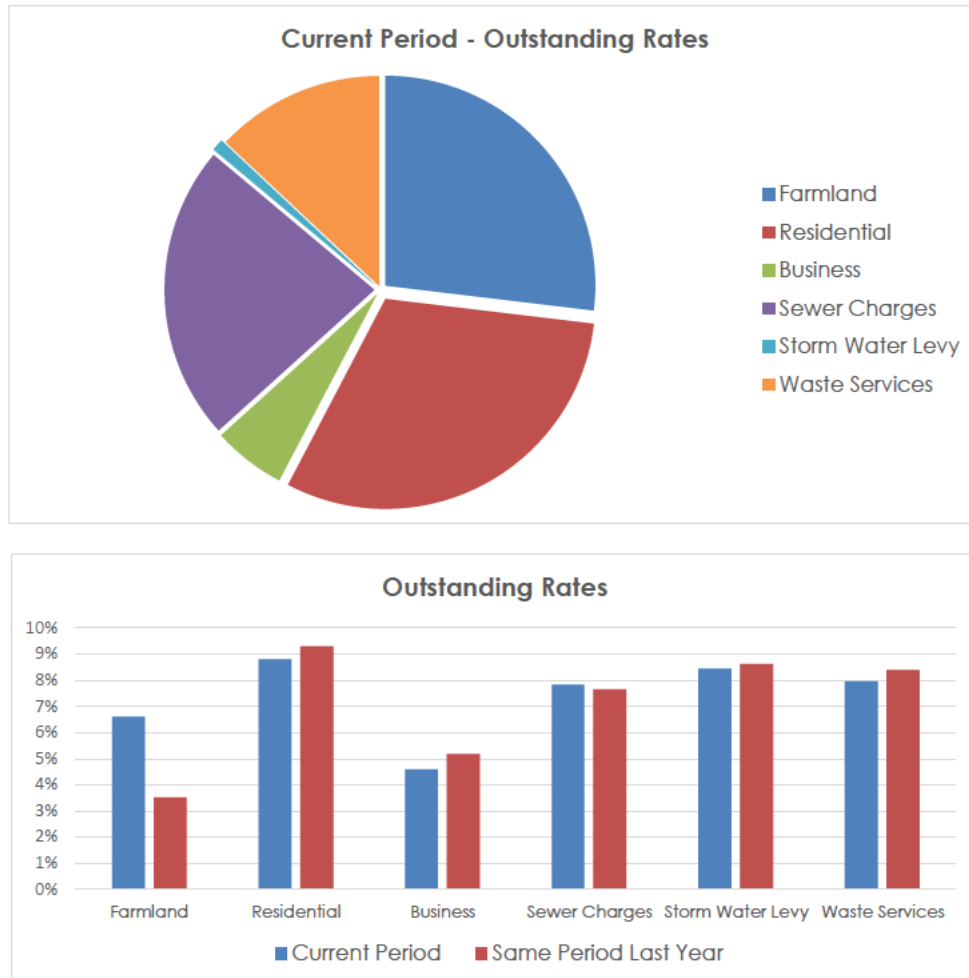
1. Rates Collection [↓](#) 
2. Rates Chart [↓](#) 




Temora Shire Council  
**Rates Collections**  
 For the period ended 31st May, 2025

General Rates Category	Total Rates Levied (Incl Arrears)	Pension Rebates	Payments	Rates		Same Period last year	
				Outstanding \$	Outstanding %	Outstanding \$	Outstanding %
<b>General Rates</b>							
<b>Category</b>							
Farmland	2,233,826.89	(2,987.27)	(2,083,187.35)	147,652.27	7%	75,230.33	4%
Residential Temora - Occupied	1,576,132.27	(74,666.28)	(1,381,091.67)	120,374.32	8%	118,689.49	8%
Residential Temora - Vacant	99,505.00	(17.55)	(87,394.37)	12,093.08	12%	7,060.59	10%
Residential - Ariah Park	92,395.43	(7,021.69)	(73,501.14)	11,872.60	14%	13,278.39	16%
Residential - Springdale	15,719.34	(1,066.77)	(12,053.95)	2,598.62	18%	4,137.76	30%
Rural Residential	177,669.14	(9,294.38)	(148,638.44)	19,736.32	12%	18,648.89	12%
Residential - Temora Aviation	51,696.70	(860.60)	(48,402.07)	2,434.03	5%	3,920.42	8%
Business Temora - Hoskins Street	301,694.69		(287,247.64)	14,447.05	5%	14,292.45	5%
Business Temora - Town	304,021.72		(295,774.66)	8,247.06	3%	11,724.80	4%
Business Temora - Aviation	30,267.69		(29,581.88)	685.81	2%	0.00	0%
Business - Ariah Park	26,254.70		(18,814.32)	7,440.38	28%	6,012.32	26%
Business - Other	11,051.23		(11,027.23)	24.00	0%	2.96	0%
<b>Services</b>							
Residential Sewer Charges	1,280,344.15	(36,513.14)	(1,140,462.67)	103,368.34	8%	95,650.36	8%
Non-Residential Sewer Access & Usage Charges	354,112.67		(332,360.11)	21,752.56	6%	16,011.93	5%
Storm Water Levy	58,520.21		(53,572.91)	4,947.30	8%	4,965.52	9%
Domestic & Rural Waste Services	773,471.10	(38,580.92)	(673,673.07)	61,217.11	8%	60,182.95	9%
Trade Waste Services	161,093.75		(150,928.48)	10,165.27	6%	9,761.37	6%
Overpayments	(133,402.25)		14,671.46	(118,730.79)	89%	(97,742.03)	82%
Legal charges	32,608.12		(9,301.94)	23,306.18	71%	12,963.06	57%
<b>Total</b>	<b>7,446,982.55</b>	<b>(171,008.60)</b>	<b>(6,822,342.44)</b>	<b>453,631.51</b>	<b>6%</b>	<b>374,791.56</b>	<b>6%</b>





**20.8 TEMORA MEMORIAL TOWN HALL INCOME AND EXPENDITURE - MAY 2025****File Number:** REP25/443**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Town Hall [↓](#) 




Temora Shire Council

**Temora Memorial Town Hall****Income & Expenditure**

For the period ended 31st May, 2025

	Current YTD	Prior YTD
<b>Income</b>		
Facility Hire	17,114	23,765
Other Sundry Income	-	-
<b>Total Income</b>	<b>17,114</b>	<b>23,765</b>
<b>Expenditure</b>		
Utilities		
Electricity & Gas	(4,638)	(6,454)
Rates	(5,938)	(5,373)
Water	(758)	(627)
Cleaning	(10,507)	(11,673)
Maintenance	(26,727)	(13,056)
Administration		
Employee Costs	(5,759)	(5,870)
Depreciation	(79,443)	(77,697)
Insurance	(28,642)	(28,424)
Organisation Support Costs	(38,923)	(36,436)
Other/Miscellaneous	-	-
<b>Total Expenditure</b>	<b>(201,335)</b>	<b>(185,610)</b>
<b>Total Town Hall Surplus/(Deficit)</b>	<b>(184,221)</b>	<b>(161,845)</b>
Internal Hire/Donation	3,191	3,087

**20.9 TEMORA TOWN HALL THEATRE - MAY 2025****File Number:** REP25/449**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Cinema [↓](#) 



Temora Shire Council

**Temora Town Hall Theatre  
Operating Statement**

For the period ended 31st May, 2025

	Current YTD	Previous YTD
<b>Candy Bar</b>		
Income	35,957	29,486
Purchases	(10,997)	(10,431)
	24,959	19,055
<b>Admissions</b>		
Income	58,590	52,077
Gold Class Ticket Sales	2,495	1,842
Audio Visual Purchases	(30,401)	(32,808)
	30,684	21,111
<b>Other Income</b>		
Facility Hire	3,877	2,685
Donations	-	736
Event Catering Income	500	990
Sale of Advertising	273	-
	4,650	4,412
<b>Other Costs</b>		
Advertising	(33)	-
Bank Fees	(1,151)	(1,203)
Building Maintenance	(7,067)	(459)
Cleaning	(2,491)	(2,756)
Computer Costs	(5,525)	(4,256)
Employee Costs	(27,935)	(29,255)
Event Catering Expenses	(2,326)	(2,326)
General Maintenance	(240)	(404)
Insurance	(7,520)	(7,446)
Licences & Permits	(436)	(448)
Materials Purchased	(682)	(2,392)
Rates & Electricity	(6,495)	(6,301)
Stationery & Office Consumables	-	(8)
Sundry Expenses	25	15
Telephone & Internet	(1,292)	(1,208)
Volunteer Support	(137)	(599)
Depreciation	(1,917)	(1,723)
	(65,219)	(60,769)
<b>Total Cinema Surplus/(Deficit)</b>	<b>(\$ 4,926)</b>	<b>(\$ 16,192)</b>
Internal Hire/Donation	436	-

**20.10 MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE HELD 24 MARCH 2025****File Number:** REP25/469**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** 1. ARIC Meeting Minutes 24 March 2025 [↓](#) 

MINUTES OF THE TEMORA SHIRE COUNCIL AUDIT RISK AND IMPROVEMENT COMMITTEE  
MEETING HELD VIA TEAMS ON MONDAY 24 MARCH 2025 AT 4:30PM

ATTENDANCE:

Nick Tobin (Independent Chair and Member), Kylie McRae (Independent Member and A/Chairperson), Phil Thomas (Independent Member), Cr Nigel Judd (Councillor) Melissa Boxall (General Manager), Elizabeth Smith (Director Administration and Finance), Grant Nicholson (Enterprise Risk Manager) and Josh Jongma (Internal Audit Coordinator)

Guests: Stephen Prowse (National Audits Group), Craig Richardson (National Audits Group)

**1. WELCOME**

The Chair, Mr Nick Tobin opened the meeting at 4:31PM and advised that he is not eligible to chair the meeting in accordance with the *Local Government (General) Regulation 2021* s 216D(k) as he has been recently appointed as an employee of a NSW Local Council in an interim capacity. Therefore, Mr Tobin advised that he would hand the chair role to a member of the Committee and remain as a member for this meeting.

**ELECTION OF CHAIRPERSON**

It was moved by Nick Tobin that the Committee appoint an independent chairperson for the meeting of 24 March 2025.

---

**RESOLVED** That the Committee appoint an independent chair for the meeting of 24 March 2025.

**CARRIED (unanimous)**

---

It was moved by Nick Tobin and seconded Phil Thomas that the Committee appoint Kylie McRae as an independent chairperson for the meeting of 24 March 2025.

---

**RESOLVED** That the Committee appoint Kylie McRae as an independent chairperson for the meeting of 24 March 2025.

**CARRIED (unanimous)**

---

**2. APOLOGIES**

No apologies were received.

**3. DISCLOSURES OF INTEREST**

**4. REPORTS**

**4.1 Confirmation of the Minutes**

It was moved by Nick Tobin and seconded Phil Thomas that Minutes from the Audit, Risk and Improvement Committee Meeting held 4 December 2024 be confirmed.

MINUTES OF THE TEMORA SHIRE COUNCIL AUDIT RISK AND IMPROVEMENT COMMITTEE  
MEETING HELD VIA TEAMS ON MONDAY 24 MARCH 2025 AT 4:30PM

---

**RESOLVED** that the minutes of the Audit, Risk and Improvement Committee meeting held 4 December 2024 be confirmed.

**CARRIED (unanimous)**

---

#### **4.2 2025 Engagement Plan**

It was moved by Nick Tobin and seconded by Phil Thomas that the letter be noted.

---

**RESOLVED**

**That the ARIC notes the External Audit Engagement letter.**

**CARRIED (unanimous)**

---

#### **4.3 Internal Audit Report - Accounts Payable and Sundry Creditors**

Stephen Prowse provided an overview of the Internal Audit report on accounts payable and sundry creditors.

The recommendation was moved by Nick Tobin and seconded by Phil Thomas.

---

**RESOLVED**

**That the ARIC note the report on Accounts Payable and Sundry Creditors.**

**CARRIED (unanimous)**

---

#### **4.4 Internal Audit – Workers Compensation**

Craig Richardson provided an overview of the Internal Audit report on workers compensation.

Craig Richardson and Cr Nigel Judd raised a non-pecuniary, non-significant conflict of interest as they are previously known to each other through work.

The recommendation was moved by Nick Tobin and seconded by Phil Thomas.

---

**RESOLVED**

**That the ARIC note the report on Workers Compensation Claims Management.**

**CARRIED (unanimous)**

---

#### **4.5 Internal Audit Actions Update**

It was moved by Nick Tobin and seconded by Phil Thomas that the ARIC notes the updated actions register and includes a standing item for disclosures of interest at future meetings.

---

**RESOLVED**



MINUTES OF THE TEMORA SHIRE COUNCIL AUDIT RISK AND IMPROVEMENT COMMITTEE  
MEETING HELD VIA TEAMS ON MONDAY 24 MARCH 2025 AT 4:30PM

1. That the ARIC notes the updated actions register.
2. That disclosures of interest be included as a standing item for future ARIC agendas.

**CARRIED (unanimous)**

---

#### **4.6 External Audit Management Letter Recommendations Update**

The recommendation was moved by Nick Tobin and seconded by Phil Thomas.

**RESOLVED**

That the ARIC notes the updated actions register.

**CARRIED (unanimous)**

---

#### **4.7 Draft Internal Audit Plan For Consultation**

The recommendation was moved by Nick Tobin and seconded by Phil Thomas.

**RESOLVED**

1. That the ARIC provides feedback on the draft Internal Audit Plan to the Internal Audit Coordinator.
2. That the ARIC endorses the consultation draft to be circulated to management of the Audit Alliance for comment.
3. That the plan be amended based upon feedback received and brought back to the ARIC in at the June 2025 meeting for endorsement with a report outlining the consultation and any amendments.

**CARRIED (unanimous)**

---

#### **4.8 Internal Audit Scope – Waste Facility Operations**

The recommendation was moved by Nick Tobin and seconded by Phil Thomas.

**RESOLVED**

That the ARIC provides advice and endorses the Internal Audit scope of Waste Management Facility Operations.

**CARRIED (unanimous)**

---

#### **4.9 Draft Business Continuity Plan**

The Enterprise Risk Manager provided a brief overview of the business continuity plan and its development.

MINUTES OF THE TEMORA SHIRE COUNCIL AUDIT RISK AND IMPROVEMENT COMMITTEE  
MEETING HELD VIA TEAMS ON MONDAY 24 MARCH 2025 AT 4:30PM

The recommendation was moved by Nick Tobin and seconded by Phil Thomas.

---

**RESOLVED**

**That the Committee gives feedback on the draft Business Continuity Plan.**

**CARRIED (unanimous)**

---

**4.10 NOTIFIABLE INCIDENTS**

The recommendation was moved by Nick Tobin and seconded by Phil Thomas.

---

**RESOLVED**


**That the Committee notes the report on notifiable incidents.**

**CARRIED (unanimous)**

---

**5. CLOSE OF MEETING**

The meeting closed at 5:29PM. The next meeting is currently scheduled for 12 June 2025 in person at Coolamon Shire Council.

**20.11 TEMORA & DISTRICT SPORTS COUNCIL MINUTES HELD 16 APRIL 2025****File Number:** REP25/456**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Sports Council [↓](#) 

**TEMORA AND DISTRICT SPORTS COUNCIL****REPORT OF THE GENERAL MEETING OF THE TEMORA AND DISTRICT SPORT & RECREATION COUNCIL HELD ON WEDNESDAY, 16<sup>th</sup> April 2025, AT 6.30 PM AT THE TEMORA EX-SERVICES CLUB**

**PRESENT:** Denise Breust (Basketball) Judy Gilchrist, Rick Firman, Tony Stringer, (TSC) Michelle Mawbey, Stephen Mawbey (Swimming) Bruce Lack (Bowling Club) Michele Stewart, Raymond Wells (Tennis) Alicai Goodfellow (Basketball) Toni Scott, Brad Scott (TJAFNC) Marnie Smith, Trudy Hartwig (TTNA) Bill Schwenke (Greyhounds) Peter Hartwig (TAFNC) Alison McCrone (Little Athletics) Nicola Curry (Tuskers Junior & Senior) Jack Morton (Temora Rugby League) Narelle Djukic (TSC)

**Apologies:** Kate Bruce, Megan Hawksworth, Linda Robinson, Hack Hetherington, Linc Macauley, Michael Gilchrist.

Moved Michele Stewart seconded Jack Morton carried

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

Moved Jack Morton Seconded Peter Hartwig Carried

**BUSINESS ARISING FROM THE MINUTES:**

Bruce Lack was added to the February attendance list.

**Executive Minutes:**

A meeting was held regarding the fess and charges re sporting grounds in the Temora Shire Council. The meeting was attended by 30 sporting club delegates. Rick Welcomed everyone to the meeting. He then handed it over to Mel Boxall the GM. Mel outlined all the new fees and charges. Mel went through the document reading each item. Current issues regarding sport & Recreation fees for council consideration. Questions were asked from the meeting to Mel, Liz, Claire and Rob. These were answered accordingly. All clubs seemed happy and realise that things must be adjusted. Only 3 clubs requested private meetings with the council to discuss their issues. Mel and Rick thanked everyone for their attendance.

MOVED Peter Hartwig seconded Bill Schwencke carried

**TREASURERS' REPORT:**

Balance as per bank statement \$26,329.89

The Treasures Report was read and confirmed on the motion of Denise Breust

Seconded Nickola Curry Carried

**CORRESPONDENCE:**

**Outgoing:**

Business Papers

Trophy Return letters

Invitations for Presentation Night

**Incoming:**

Nomination forms

Building & Equipment grant applications

Sponsorship letters

Moved Raymond Wells seconded Jack Morton carried

**REC CENTRE BUSINESS:**

The pool has closed.

The Stadium is very busy most days, with swimming lessons, gym upstairs, pickleball and life ball. Plus, lots more, something for everyone.

Rick passed on his condolences to Jack Morton and the Rugby League Club on the passing of Danny Pinney. Danny had been a tireless worker for many years for the Temora Rugby League Club. RIP Danny.

Rick also passed on his congratulations to Mr Bill Schwencke that Stalwart of the Greyhound Club. Bill was awarded a very special award for all he does for the greyhound club. Bill is a very dedicated worker and always does his best for whatever needs to happen at the club. Bill still enjoys his role in keeping the club going. Congratulation Bill very well deserved you are a such a very worthy recipient.

**GENERAL BUSINESS:**

We had a good number of nominations for the grants.

Voting was held by the delegates that attended the meeting.

2 x \$500. Building and Equipment grants.

1 x \$1000 Building and Equipment kindly sponsored by Temora's "Altora Ag".

Recipients spoke on behalf of the nomination submitted by the clubs.

It is just a shame that more club representatives don't, attend the meeting to vote on the grants.

**Presentation Night:**

A brief Overview on how things are going so far.  
Great nominations 7 Junior & 7 Intermediate & 3 Senior Sports person.  
10 Nominations for Junior Team, 3 Nominations for senior teams.  
5 coach nominations. 1 x Sports Official. 1 x Administrator.  
No new nominations for Lifetime Achievement, but we still have some that are being held over.  
Tickets same price.  
Quote for the 2-course meal received and accepted.

We would also like to thank the SWS Bank for once again sponsoring our Guest Speaker.  
The Ex-Services Club have generously sponsored again this year.  
And once again "Altor Ag" have sponsored our Building and Equipment Grant.

Thank you very much.

**TAFNC:**

Season underway. 1sts and Reserves 3 wins straight, Un18's 2 wins and Netball doing very well also.

Zac Oliver is the 1<sup>st</sup> Grade coach and Dean Ward is the reserve coach. Liam McKelvie is the U18's coach.

Temora Hotel and Nathan Stimson are the major sponsors of the club. The Calcutta has been held, and the Ladies Day was held on the day that we play Arian Park. It was a huge day. Bellinda Gilchrist played her 300<sup>th</sup> game of netball last Saturday. Belinda is a wonderful asset to the club and the game. Great effort Belinda.

Women's AFL successful season made it to the preliminary final. Michael Gilchrist, Ross Devereux and Dallas McKelvie are the coaches, and they are a proud as punch. Jordan Barrett and Chelsea Walker nominated into the team of the year. 15 teams in the women's all this year. North Wagga next weekend at home on the 26<sup>th</sup> of April. Annual Ball June the 21<sup>st</sup>. Roo Day on Sunday 10<sup>th</sup> August.

**Temora Tennis Club:**

Temora Tennis Club had a 25<sup>th</sup> anniversary of Social Tennis recently, it was a great day weather wise, a huge turnout of older and present players. They put on a BBQ and morning tea. And celebrated with a beautiful cake, which was cut by Lionel Moses. And there was lots of chatter and happy faces all round. Thank you, Michele and Raymond for inviting Rick and myself to attend your special celebration.

**Temora High School:**

Sasha Curry competed in the NSWCHSSA Triathlon; she placed 9<sup>th</sup> in CHS. Not a bad effort for her first triathlon. Ava McCrone, Sasha Curry and Tyler Banks were selected into the 15's Riverina Touch football team who competed in the NSWCHS championships last week in Nelsons Bay. Both teams played well and faced some strong competition from Sydney. A special mention goes to Ava McCrone, who received the Solider Award for her exceptional efforts throughout the championships. Ava trained diligently on the wing but showcased her versatility by excelling in all positions.

NSWCHS Swimming Championships reps in the Medley Relay, we have Ainslie Bray, Imogen Christmas, Violet Muller, and Chelsea Kite. We also have an impressive lineup for the Girls all age 6x50m event. Sarah Bruner, Violet Muller, Ainslie Bray, Georgia Reid, Imogen Christmas and Chelsea Kite. The girl 13 years 4 x 50, we have another strong team consisting of Violet Muller, Willow Heinrich, Lucy Potter, and Harper Block. Lastly 17 years 4 x 50 team. Monique Weckert, Abbee Piggott, Georgia Reid, and Chelsae Kite. In addition to our relay teams, we are proud to announce our individual competitor. Sarah Bruner will be competing in the 100m backstroke, while Chelsea Kite will showcase, her skills in the 100m butterfly. Rhyder McCrae will be swimming in both the 100m backstroke and 200m freestyle events. Violet Muller is set to make waves in the pool with an impressive lineup of events, including the 50m freestyle, 100 breaststroke, 100m freestyle, 100m freestyle, 100m butterfly, 100m backstroke and 200m freestyle. Abbee Piggott will be competing in the 100m Freestyle. Finally, Ainslie Bray will join the ranks in the 100m backstroke as well. Congratulations to all competitors on your selection, and all the very best for your events.

Meeting closed at 7.25pm

Next Meeting 18<sup>th</sup> June 2025

6.30pm Temora Ex-Services Club.

**20.12 TEMORA HERITAGE COMMITTEE MINUTES 7 MAY 2025****File Number:** REP25/409**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 – 7<sup>th</sup> May 2025

**Present:** David Scobie (Chair), Ailsa Hudson, Michael Collins  
Merryl Graham, Bill Speirs, Wilma McCubbin,  
Ros Hartwig, Anthony Irvine, Jenny Rea and Claire Golder

**Apologies:** Jason Goode, Kris Dunstan and Sally Hurst

**Commenced:** 12:00 pm

**Confirmation of Minutes:**

It was **Moved** by Merryl Graham that the minutes be accepted,  
this was **Seconded** by Jenny Rea

**Business Arising:**

Nothing to report.

**Meeting Notices:** Current Projects  
General Business arising to discuss.

*Self-Drive Tours/Satellite Airfields*

- Driving times being finalised
- Precise locations of the airfields to be confirmed with markers and approval of installation required
- Once printed the brochure will be available to purchase from VIC, also moving forward will be available to download.
- Step 2 – small panels with text/story. Ancillary signage if needed.

*Heritage Books*

- Temora Library will be running a month-long campaign to promote local history and digitised newspapers.

*Indigenous Map*

- Bill and Lauren are working on the Indigenous names, pronunciation and artwork for 3 to 4 signs to be made up

in panel form (funding from LLS) this project needs to be completed by 30<sup>th</sup> June.

*Chinaman's Hut*

- Date for visit to the Chinaman's Hut inspection set for Tuesday 27<sup>th</sup> May 2025, meet at the Council office at 1.30pm for 2pm start onsite.  
Ensure you have gloves and appropriate footwear. (trailer).

*Hoskins Street Business Occupancy*

- Currently with Council's Communication and Media Officer.

*Main Street Verandah Re-Instatement*

- Nothing further with the progress of the Westminster Hotel at this point.

*Reefton Book*

- Proofreading continuing. Next step is to seek quotes for printing.

*Marie Narelle Statue*

- Nothing further at this time.

*Temora & District Hospital*

- Merryl, Ailsa and Anthony have attended the Hospital Arts Working Group Meeting.
- Display in new hospital likely to include a graphic timeline. Historic items of interest from the hospital are being transferred to the Bundawarra Centre.
- Professional photography of the hospital has been completed. Working Group members will conduct a gap analysis.

*Murals*

- David and Bill will continue to discuss.

*Oral History*

- Nothing further at this time.

*Meeting with Communications and Tourism team*

- Meeting held

*Heritage Assistance Fund*

- No applications were received.
- Almost finalised the spreadsheet for allocated funds.
- Claire will email the Committee with the balance amount to be allocated to newspaper digitisation

*Heritage Advisors Report*

- As per report.  
Moved Ros, Seconded Ailsa

**Correspondence:**

- Nil

**General Business:**

- **Merryl** – Is interested to put up a sign to identify the Trungley Hall Cemetery, including some history of the site.
- **Ros** – Mentioned that the Trungley Hall Cemetery may have been known as Narraburra Cemetery previously
- **Bill** – Plans for Night at the Museum event coming along well. Pam Adams will be holding an exhibition of old and new art at the Bundawarra Centre, starting on 31 October.

- **Meeting Closed:** 1:06 pm

**Meeting Closed:**

12:57pm

**Next Meeting:**Wednesday 4<sup>th</sup> June 2025

This will be David Scobie's last meeting before his retirement. We will hold a farewell lunch for David after the Heritage Committee Meeting, at Diamonds and Dust, from 1pm, as well as the option to meet up with David for dinner on Tuesday 3<sup>rd</sup> June at 6pm at the Railway Hotel.

**20.13 TEMORA WOMENS NETWORK MINUTES 15 MAY 2025****File Number:** REP25/413**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Womens Network [↓](#) 

## TEMORA WOMEN'S NETWORK

GENERAL MEETING 15<sup>th</sup> MAY, 2025

2.30pm at Frank Matthews Room, Ex Svcs Club, Temora.

Present: Susan, Sally, Norma, Lyn, Catherine, Jean , Shontayne Ward.

Apology:

Minutes for the last two Informal and one General meeting were read and confirmed.

Motion passed by Sally, Seconded by Lyn.

Treasurer's Report: Lyn provided an income and expenditure report with a remaining balance of \$155.00 on 15<sup>th</sup> May. This was later corrected by Shontayne as being \$251.00

Correspondence:

Melissa Boxall Appointment of Shontayne Ward , Council Staff Member, to attend committee meetings.

Mayor, Ricky Firman.....Invitation to attend Volunteers Mayoral Reception,  
at 2.00.pm in the Foyer at the Temora Memorial Town Hall.

Correspondence received: moved by Jean, seconded by Lyn.

It was agreed that the 8<sup>th</sup> March function meeting with Sandwiches and Slices was a happy event with 36 people, plus the committee, were present.

Lengthy discussion was held re: ideas for activities for the remainder of the year and International Women's Day, 8<sup>th</sup> March, 2026.

Shontayne had found a new grant for Women's International week. So will, apply.

Shontayne suggested we look at social media.

Shontayne suggested we look at an EXPO day with doctors or dieticians.

Suggestions: a film night or morning or afternoon teas.

:a gathering at the Rural Museum, Friday 13<sup>th</sup> June, at 5pm

Next meeting to be the AGM, Thursday, 14th August, 2025, 2.30pm at the Ex Svcs Club.

Catherine Thompson.


Secretary. Temora Women's Network.

**20.14 LAKE CENTENARY MANAGEMENT COMMITTEE AGM MINUTES 27 MAY 2025**

**File Number:** REP25/430

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. LCMC AGM [↓](#) 



### **Lake Centenary Management Committee Annual General Meeting**

27/05/2025 – Temora Hotel - Meeting opened at 6.55pm

Simon welcomed those attending.

**Present:** Simon Forsyth, Blake Forsyth, Amber Crawford, Brent Crawford, Brett Cornford, Paul Mahon, Amanda Blachut, Adam Blachut, Lachlan Tait.

**Apologies:** Grant Kelly & Peter Heinrich.

Review of the actions from the previous AGM held on the 28/05/2024 was read and accepted.

Moved: Amanda B Seconded: Brett C

#### **Chairman's Report:**

Good evening members,

How quickly another 12 months has passed, and although it has been a somewhat quiet year there have been a number of community events that Lake Centenary has been able to host.

We also have seen the installation of the much-anticipated foot bridges to the northwestern corner of the lake. These bridges we completed in February after multiple attempts were interrupted due to wet conditions. These bridges complete to walking track around Lake Centenary and remove the need for pedestrians to cross the Trigalong creek alongside vehicle traffic on the Goldenfields Way footpath.

The TSC held an official opening of the bridges last Friday and it was great to be able to attend this event along with founding chairman Brendan Fritsch be invited to give a short talk on the lake and the role of the LCMC. The event was well attended by both current and past committee as well as Mayor Rick Firman, Miss Steph Cooke MP and MR Stephen Lawrence MLC. The LCMC again thanks the support of the state government and TSC for funding enabling this project to come to fruition.

The Jet Boat racing continues to go from strength to strength. I have been in regular contact with Justin Roylance and believe the two committees will continue to support one another thus making the facility more user friendly as the events grows year on year.

Again, Shan and the Sugar and Spice van have continued to provide a great meal and coffee service at the Lake. It is very encouraging to see the number of people enjoying a coffee or cake on the grounds of Lake Centenary. I hope they continue to offer this tremendous service over the coming 12 months.



To the Temora Shire Council, firstly Graham Sinclair and more recently Pail Mahon for donating their time as council delegates, attending our meetings and especially the staff who continue to maintain the facility and grounds, the LCMC really appreciate your support. As no doubt has been stated many a times, I believe the Council thoroughly understand what an asset Lake Centenary is and hope they continue to provide excellent support to the facility.

Ampol Temora continue with their exceptional service that they provide for the Lake Committee by recording the Launch Passes. To Collette and all off the staff, a huge Thank You.

Thanks to Brett for managing the members list and dealing with the odd boom gate issue. To Buffy and Amanda, thanks again for your Secretary and Treasurer roles that you continue to do to keep the LCMC functioning.

Lastly to everyone here tonight, as part of the LCMC Committee, I would like to thank you all personally for the time you give up attending meetings, to attend working bees and contribute to making Lake Centenary, the supreme attraction that it is.

#### **Treasurer's Report:**

For the 12 months from 1 May 2024 to 30 April 2025, Lake Centenary was in a comfortable position with \$57,902.41 in the bank. We have strengthened our cash position by \$8,405.36. There are no active Term Deposits at this time.

Memberships were slightly up from last year, up by \$1,618.18 to total \$11,977.27.

37% of our memberships were paid via bank deposit (LY 35%), 63% by cash at the local Ampol in Hoskins St (LY 65%). We are very lucky to have them to safely administer the cards and bank the cash in a timely manner – making it easier for out-of-town users.

This year the major project organised by the committee was to replace the shade sail, and new cards for the boom gate.

A big thank you to all the lake committee members for your time and effort, ideas for the lake, and keeping the lake user's safe.

And lastly thank you to the Temora Shire Council for keeping the grounds and amenities in pristine condition, this reflects your investment into the lake, and the people of Temora.

Thank you,

Amanda Blachut





### Election of LCMC office Bearers, 2025

Chairman, Simon Forsyth declared all positions vacant. Paul Mahon was appointed as interim chairman to conduct the elections.

POSITION	OUTGOING	INCOMING	NOMINATION	SECONDED	Vote
Chairperson	Simon Forsyth	<b>Simon Forsyth</b>	Adam Blachut	Amanda Blachut	Unanimous
Vice Chairperson	Adam Blachut	<b>Adam Blachut</b>	Simon Forsyth	Brett Cornford	Unanimous
Treasurer	Amanda Blachut	<b>Amanda Blachut</b>	Amber Crawford	Brent Crawford	Unanimous
Secretary	Amber Crawford	<b>Amber Crawford</b>	Adam Blachut	Amanda Blachut	Unanimous
Publicity Officer	Grant Kelly	<b>Grant Kelly</b>	Simon Forsyth	Amanda Blachut	Unanimous
Committee	Brent Crawford Brett Cornford Blake Forsyth	<b>Brent Crawford Lachlan Tait Blake Forsyth</b>	Simon Forsyth Amber Crawford Brett Cornford	Adam Blachut Amanda Blachut	Unanimous

Paul then thanked all outgoing committee members & congratulated all incoming committee members. He also thanked those who attended the Lake footbridge opening.

**The Annual General Meeting closed at 7:14pm**

**20.15 LAKE CENTENARY MANAGEMENT COMMITTEE MINUTES 27 MAY 2025**

**File Number:** REP25/431

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. LCMC [!\[\]\(a870788d6ed9b8fd294b7654a8c8526b\_img.jpg\)](#) 

**Lake Centenary Management Committee Meeting**

27/05/2025 – Temora Hotel

Meeting opened: 7.15 PM

**Present:** Simon Forsyth, Adam Blachut, Amanda Blachut, Amber Crawford, Brent Crawford, Paul Mahon, Blake Forsyth, Brett Cornford, Lachlan Tait & Grant Kelly.

**Apologies:****Last Meeting minutes read & accepted:**

Moved: Amber Crawford

2<sup>nd</sup>: Brent Crawford

**Treasures report:**

Bank balance of \$57902.41

Expenses:

Incoming:

Moved: Amanda Blachut

2<sup>nd</sup>: Amber Crawford

**Correspondence in:**

Brett received an email & forwarded to Simon from Stuart Waters from regarding the Holden nationals to be held in Temora over the June long weekend. They will use the carpark from 8.30-11am on the Saturday morning for registration. Brett noted that the TSC had already approved this before coming to LCMC.

**Correspondence out:**

Simon has emailed Anne Rands at TSC regarding the amenities at the Lake. Anne replied in agreeance that amenities are currently not ideal & she will come back with info. On the 10.3.2025 there was an email from Kris Dunstan agreeing that amenities are far from satisfactory and a meeting was scheduled with Craig Whitton on the following day 11.3.2025 – no further correspondence since.

**General Business:**

Amanda commented wash away on the path & all the damage to the lights around the lake.

Dog poo on the paths & even horse manure on the bridge.

Ethan McKinnon has offered to spend a weekend at the Lake doing a ski school once the weather warms up.

Simon has spoken to Ram & Rob at TSC regarding money that we can potentially put somewhere. They advised there is some possible projects coming up & will advise.

LCMC are looking at potentially putting a rock wall against the brick wall to stop further damage.

Potential camera upgrade in the future.

Next meeting: TBA

**General Meeting closed at 7.42pm**

**20.16 TEMORA HERITAGE COMMITTEE MINUTES 4 JUNE 2025****File Number:** REP25/450**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Heritage Committee [↓](#) 



## MINUTES OF THE MEETING OF THE TEMORA HERITAGE COMMITTEE

**Meeting Held:** Temora Shire Council Chambers – 4<sup>th</sup> June 2025

**Present:** Kris Dunstan (Chair), Michael Collins, Cr Nigel Judd, Merryl Graham, Bill Speirs, Wilma McCubbin, David Scobie, Ros Hartwig, Claire Golder and Sally Hurst.

**Apologies:** Jason Goode, Jenny Rea and Ailsa Hudson.

**Commenced:** 12:04 pm

**Confirmation of Minutes:**

It was **Moved** by Merryl Graham that the minutes be accepted, this was **Seconded** by Ros Hartwig.

**Business Arising:**

Nothing to report.

**Meeting Notices:** Current Projects  
General Business arising to discuss.

*Self-Drive Tours*

- Ready to go – commit to numbers printed. Complete tour booklet with gloss cover.
- 250 copies (saleable for \$5 each) **Moved** Merryl Graham and **Seconded** Wilma McCubbin.
- Advise Mark Rayner to proceed to print.

**ACTION - Sal**

*Satellite Airfields*

- Sal to follow up with Irvine Signs regarding completion and installation of panel.
- Additional information in regard to future panels summarized in David's report.

*Heritage Books*

- Temora Library has an area set up promoting the heritage books available to purchase – thank you to the staff for producing such a wonderful display.

*Indigenous Map*

- Lauren Carr has the opportunity to talk to the public, Council and schools during NAIDOC week.
- Outcome for the proposed mapping will be a large formatted, printed plaque with names listed local knowledge and indigenous names.

*Chinaman's Hut*

- Successful working bee held at the Mimosa property on 3<sup>rd</sup> June 2025. Termite damaged material has been removed and disposed of. Thank you to those who helped with this clean-up.
- Moving forward, further discussions and decisions on how to preserve the heritage portion of the hut.

*Hoskins Street Business Occupancy*

- Currently with Council's Communication and Media Officer.

*Main Street Verandah Re-Instatement*

- Nothing further with the progress of the Westminster Hotel at this point.
- Railway Hotel funds were disbursed.
- Further funding is available for future projects.

*Reefton Book*

- Received a quotation from Active Print. Options of 250 or 300 copies with costings. B5 in size.
- Decision to purchase 250 copies initially (saleable for \$40 each) **Moved** Merryl Graham and **Seconded** Ros Hartwig.
- Order an edited copy as a proof for viewing.  
**ACTION – Sal to provide Merryl with a PO number.**

*Marie Narelle Statue*

- Nothing further at this time.

*Mural Project*

- Set criteria – location, safely accessible, does not compete against other graphics.
- Promote the project as a whole to the community.

*Temora & District Hospital*

- Arts Board – no meeting advised to date.
- Submission made, no response.
- Remediation DA approved and issued, story relating to this on the front page of the local paper – saving of the old children's ward.

- Discussion in regard to the environmental issue – demolished materials. Emphasis on recycling/re-use materials.

*Oral History*

- Discuss options with Councils IT team to have the recordings uploaded to Councils website.

*Meeting with Communications and Tourism team*

- Meeting invitation to be sent for update and further discussion – 10<sup>th</sup> July 2025 at 11.00am in the Chambers.

**ACTION - Sal**

*Heritage Assistance Fund*

- No applications were received.
- Claire finalized the report, and the fund acquittal document signed.

*Heritage Advisors Report*

- As per report.

**Correspondence:**

- Nil

**General Business:**

- **Wilma** – asked if an allocation of funds is set for the replacement/update of any deteriorating interpretive panels.
- **Merryl** – lowering of the time capsule to take place in Barmedman this Saturday at 2:00pm.
- **Nigel** – advised the first heritage committee meeting was held 7<sup>th</sup> June 2000.
- **Bill** – reminder for the upcoming 'Night at the Museum' to be held Friday 13<sup>th</sup> June 2025. Local school catering, jazz player and projector from Arian Park – numbers of attendees building. Launch of the Shire Art Prize Thursday 12<sup>th</sup> June 2025.
- **Kris** – extended his thanks on behalf of the committee for David's time with Council as the Heritage Advisor – since June 2000. We can look back proudly of the many achievements between Council, the committee and the community.

**Meeting Closed:**

1:05 pm

**Next Meeting:**

Thursday 10<sup>th</sup> July 2025



**20.17 LOCAL GOVERNMENT WEEK MINUTES HELD 10 JUNE 2025**

**File Number:** REP25/467

**Author:** Executive Assistant

**Authoriser:** General Manager

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

**MINUTES OF THE LOCAL GOVERNMENT WEEK COMMITTEE MEETING HELD ON TUESDAY 10 JUNE 2025 IN THE COUNCIL CHAMBERS AT 4:30PM.**

- 1. Present:** Cr Graham Sinclair
- 2. In Attendance:** Melissa Boxall – General Manager  
Cr Brenton Hawken  
Shontayne Ward – Economic & Community Development Officer (E&CDO)  
Lauren Carr – Communications Officer (CO)

- 3. Meeting Opened:** 4:35PM

- 4. Apologies** Mayor Rick Firman

- 5. Business arising from the previous meeting.** Nil

- 6. Correspondence - inward and outward:** Nil

**7. Discussion for 2025 Events**

It is noted that Cr Graham Sinclair advised he would not be available for any of the Local Government activities this year due to family commitments.

It is noted that the E&CDO and CO have had many conflicting priorities since the last LGW meeting and have not progressed with much planning for the challenge, however, they are comfortable with where the planning is at.

**8. Mayor's Public Speaking Challenge**

It is noted that all five Temora Shire Schools will participate in the challenge, with St Anne's will only be participating in the Secondary challenge due to a conflict with the Catholic Schools Primary speaking competition.

It is noted that three judges had been approached for this year's challenges, with Pam Adams confirming her availability so far. The committee discussed other potential judges that could be approached to fill the roles.

**9. Councillors Engagement opportunities**

It is noted that MB had sent out an email to all Councillors requesting their availabilities for filming with LCO and TSC activities they could attend.

CR Hawken is the first and only to respond to the email. MB to follow up with councillors.

**10. Other Business**

Nil

- 11. Next Meeting:** 8<sup>th</sup> July 2025, time TBC

- 12. Meeting Closed:** 4:57pm

**20.18 TEMORA ANZAC DAY COMMITTEE - THANK YOU****File Number:** REP25/404**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Anzac Day Committee [↓](#) 

Temora Anzac Day Committee would like to thank Council for the support given towards Anzac Day Services.

ALAN RANDS

F

Secretary:

ANNE RANDS

Ph: 02 69773669

RETURNED AND SERVICES LEAGUE



OF AUSTRALIA

NEW SOUTH WALES BRANCH INCORPORATED

*"The price of liberty is eternal vigilance"*

IN CONJUNCTION WITH

THE TEMORA ANZAC DAY COMMITTEE

Temora, NSW  
2666ABN:  
71 546 389 758

14 May 2025

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

Dear Melissa

**RE: ANZAC DAY 2025**

Temora Anzac Day Committee would like to thank the Temora Shire Council for the continued support that is given towards Anzac Day Services in closing roads, loaning chairs and dais for the day.

The Committee would like to thank outdoor staff members for their contribution on the day. With the support of Council makes the day a great success.

It was wonderful to see so many people in attendance at both services.

Regards

Anne Rands  
SECRETARY

**20.19 ROTARY CLUB OF TEMORA - THANK YOU****File Number:** REP25/457**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Rotary Club of Temora [!\[\]\(0aff635c4179ba9e710b00f4b01d3b20\_img.jpg\)](#) 

Rotary Club of Temora would like to thank Council for the use of Teal Street Depot to store their Moo Poo and the use of equipment. Special thanks to Rob Fisher and Liam for giving up their Saturday to assist.



Rotary Club of Temora  
PO Box 129, Temora 2666  
[Temrotary18117@rotarycluboftemora.org.au](mailto:Temrotary18117@rotarycluboftemora.org.au)  
2/6/25

The General Manager,  
Temora Shire Council  
PO Box 262, Temora 2666

Dear Melissa,

Our club held an extremely successful Moo Poo Day last month and we wanted to thank the council for all it does to make this such a success and enabling us to provide some support to our community.

Thanks for very generously allowing us to use the Teal Street Depot to store our Moo Poo and operate from. Also, many thanks for equipment supplied and the manpower to use it. Special thanks to Rob Fisher and Lian for giving up their Saturday morning to assist us. We very much appreciate their time.

Looking forward to further successful Moo Poo Days.

Regards,

A handwritten signature in black ink that reads "Sue King". The signature is written in a cursive, flowing style.

Sue King  
Secretary 2023-2026

**21      CONFIDENTIAL REPORTS**

**RECOMMENDATION**

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

**21.1 Confidential Minutes of the Assets & Operations Committee Meeting held on 10 June 2025**

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

**21.2 Confidential Minutes of the Economic Development and Visitations Committee Meeting held on 10 June 2025**

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.

**21.3 Springdale Flood Warning System Investigation and Design - Tender Assessment**

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

**21.4 Temora Airfield Tourist Park Management Proposal**

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.

**21.5 Shire Boundary Signs**

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

**21.6 Code of Conduct Report**

This matter is considered to be confidential under Section 10A(2) - i 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 alleged contraventions of any code of conduct requirements applicable under section 440.

**22 MEETING CLOSE**