



Date: Thursday, 19 December 2024
Time: 4:03pm
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Ordinary Council Meeting

19 December 2024

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**MINUTES OF TEMORA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON THURSDAY, 19 DECEMBER 2024 AT 4:03PM**

PRESENT: Cr Rick Firman (Mayor) (Chair), Cr Graham Sinclair (Deputy Mayor), Cr Nigel Judd, Cr Belinda Bushell, Cr Anthony Irvine, Cr Brenton Hawken, Cr Ken Smith, Cr Narelle Djukic, Cr Paul Mahon

IN ATTENDANCE: Mr Rob Fisher (Executive Manager Engineering Services), Mr Kris Dunstan (Director of Environmental Services), Ms Melissa Boxall (General Manager), Mr Craig Sinclair (Manager Economic Development), Mrs Anne Rands (Executive Assistant), Ms Grace Mannion (Secretary Environmental/Engineering Departments)

1 OPEN AND WELCOME

Public Forum – Mrs Merryl Graham, Temora Heritage Committee spoke on the Temora Hospital Redevelopment Heritage Preservation.

ETHICAL OBLIGATIONS

The Mayor and Councillors are reminded of their Oath/Affirmation of Office made under Section 23A of the Local Government Act 1993 and their obligations under Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES

RESOLUTION 182/2024

Moved: Cr Belinda Bushell

Seconded: Cr Brenton Hawken

That apologies from Director of Administration & Finance Elizabeth Smith be received and accepted.

CARRIED

4 OPENING PRAYER

The opening prayer was conducted by Mr Glen Parsons from the Catholic Church.

Mr Kris Dunstan left the meeting at 4:07pm

5 CONFIRMATION OF MINUTES**RESOLUTION 183/2024**

Moved: Cr Ken Smith

Seconded: Cr Graham Sinclair

That the minutes of the Ordinary Council Meeting held on 28 November 2024 be confirmed.

CARRIED

6 DISCLOSURES OF INTEREST

Councillor/Officer	Item	Nature of Interest	How Managed
Cr Rick Firman	REP24/1151	Pecuniary	Left meeting
Cr Rick Firman	REP24/1097	Non pecuniary	Remained in meeting
Cr Belinda Bushell	REP24/1118	Non pecuniary	Remained in meeting

Mr Kris Dunstan returned to the meeting at 4:12pm.

7 MAYORAL MINUTES

7.1 MAYORAL MINUTE - DECEMBER 2024

File Number: REP24/1235

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Recommendations [↓](#) 

As Councillors and Staff may recall, the NSW Government appointed an Upper House Standing Committee to conduct an inquiry into the 'Ability of Local Government to fund infrastructure and services'. This was formed in March of this year.

This is, as we know, a long overdue inquiry, however, we commend our State Government for implementing it.

The NSW Upper House Standing Committee comprised of;

- The Hon. Emily Suvaal MLC (ALP - Chairman)
- The Hon. Mark Buttigieg MLC (ALP)
- The Hon. Amanda Cohn MLC (GRNS)
- The Hon. Wes Fang MLC (NATS)
- The Hon. Scott Farlow MLC (LIB)
- The Hon. Emma Hurst MLC (AJP)
- The Hon. Stephen Lawrence MLC (ALP)
- The Hon. Peter Primrose MLC (ALP)

The Members received an impressive 129 of written and verbal submissions from General Purpose Councils and interested parties, which is totally unsurprising, given financial sustainability is the number one issue facing Councils across rural and regional NSW.

The Standing Committee have now released their 17 recommendations, for the Premier and NSW Government to consider (a copy attached herewith). I personally believe the entire suite of recommendations should all be implemented. It is particularly pleasing to see both Recommendation No. 5, that the NSW Government advocate for the Federal Government to increase federal taxation revenue distributed via Federal Assistance Grants from 0.5% to 1% - as well as Recommendation No. 12, that seeks to amend the *Rural Fires Act 1997*, which recommends that RFS assets are vested in the Rural Fire Service.

Further, Recommendation No. 14, that the NSW Government exclude depreciation expenses from the calculation of the Operating Performance Ratio and Recommendation No. 15 – which includes the State Government to identify opportunities to reduce cost shifting.

It is my firm view that there is not one of these recommendations that does not deserve the support of Temora Shire Council. It is clear that the Standing Committee has indeed listened and read every single submission and taken heed of what our sector has been advocating for, over decades. This report is most encouraging.

I believe Council should warmly congratulate the Standing Committee Members and invite our Premier (The Hon Chris Minns MP), our Local Government Minister (The Hon Ron Hoenig MP) &

the Government to please implement all 17 of the Recommendations, as soon as possible. It is interesting to note that Local Government NSW (LGNSW), Country Mayors Association of NSW (CMA) and the Riverina Eastern Organisation of Councils (REROC) are among those who also agree with all Recommendations.

In Local Government, our faith and hope are especially important as we can sometimes become rather cynical – especially if one has been in local government for an extended period. However, I do believe there is very real potential for our cherished sector to be strengthened, in terms of addressing the critical Financial Sustainability issue.

RESOLUTION 184/2024

Moved: Cr Graham Sinclair

Seconded: Cr Ken Smith

That the Mayoral Minute be adopted.

AND FURTHER

That Temora Shire Council write to our NSW Premier and the NSW Government, respectfully requesting the immediate adoption of the 17 Recommendations of the Standing Committee Report into the 'Ability of Local Government to fund infrastructure & services'.

AND FURTHER

That letters of thanks be written to each Member of the Standing Committee, congratulating and thanking them for their contributions and final report with copies of all correspondence being sent to LGNSW, CMA & REROC Boards.

CARRIED

Report by Mayor Rick Firman

Standing Committee on State Development Inquiry into the ability of Local Government to Fund Infrastructure and Services

Recommendations

Recommendation 1

That the NSW Government conduct a comprehensive review of the rate exemptions and concessions under the Local Government Act 1993 to:

- better target the eligibility criteria for rate exemptions and concessions
- achieve a better balance between local council financial sustainability, community benefits and principles of equity.

Recommendation 2

That the NSW Government redesign the local government rating system, including reassessing council base rates, and seek to:

- implement measures, such as greater use of the Integrated Planning and Reporting framework and rates benchmarking, to provide local government greater flexibility and latitude to set their own rates
- emphasise the importance of continual evaluation and service delivery
- keep rates affordable and maintain safeguards to ensure rates meet community needs
- examine the use of capital improved value, rather than unimproved land value, to set the variable component of rates.

Recommendation 3

That the NSW Government seek to improve the special variation process, should the rate peg be retained in its current form, to:

- make it less resource and time-intensive for local councils
- streamline the process for the assessment of special variation applications
- consider alternatives to special variations that allow councils to raise additional rates to maintain existing service levels.

Recommendation 4

That the NSW Government conduct an audit of, and seek to update, the statutory fees and limits that apply to local government annual charges and user fees and charges to better reflect and account for increases in market costs and pressures, including inflation.

Recommendation 5

That the NSW Government advocate to the Australian Government to increase the federal taxation revenue distributed via Federal Financial Assistance Grants from 0.5 per cent to 1 per cent, and amend the current commonwealth grant guidelines per capita distribution method, that disproportionately benefits inner city councils.

Recommendation 6

That the NSW Government consider grant models that:

- provide a more secure and sustainable source of funding to local councils to achieve more equitable distribution of grants funding and provide councils with greater discretion in relation to how funding is spent
- take into account the preference of local councils for predictable grants that are determined in a timely manner and assist councils to receive grants within appropriate timeframes to support the delivery of infrastructure programs.

Recommendation 7

That the NSW Government implement changes to the developer contributions framework to better financially support local councils to fund the ongoing costs at the completion of new infrastructure and works deemed essential to support development including community facilities as determined by the council on behalf of the local community.

Recommendation 8

That, as part of the process of redesigning the local government rating system as outlined in Recommendation 2, the NSW Government have regard to the findings and recommendations of Portfolio Committee No. 8 – Customer Service’s Pounds in New South Wales report and ensure councils are able to properly fund pounds and companion animal services.

Recommendation 9

That the NSW Government continue to improve the timeliness of disaster recovery assistance funding to local councils by utilising funding agreements such as tripartite arrangements which have provided councils with faster access to the funds they require to cover the cost of natural disaster recovery efforts.

Recommendation 10

That the NSW Government centralise disaster recovery funding within the NSW Reconstruction Authority to assist in improving expenditure on mitigation and preparedness and create dedicated and ongoing funding streams for communities, councils and community organisations to support their work on mitigation and preparedness.

Recommendation 11

That the NSW Government continue to advocate to the Commonwealth Government to incorporate betterment funding into disaster recovery funding arrangements.

Recommendation 12

That the NSW Government seek amendment to the Rural Fires Act 1997 such that Rural Fire Service assets are vested in the Rural Fire Service, with consequential amendment to the duties of councils as public authorities to prevent the occurrence of bushfires on, and to minimise the danger of the spread of a bush fire on or from land under its control or management.

Recommendation 13

That the NSW Government review the depreciation methodology that applies to depreciation rates.

Recommendation 14

That the NSW Government consider excluding depreciation expenses from the calculation of the Operating Performance Ratio.

Recommendation 15

That the NSW Government:

- identify opportunities to reduce cost shifting to local government
- undertake greater consultation with local government prior to making decisions that may result in cost shifting
- review the practice of discounting infrastructure and other funding applications by border councils due to use by interstate residents
- use its waste levy review to examine how the Waste Levy can better support infrastructure and services that support the transition to a circular economy.

Recommendation 16

That the NSW Government review the financial reporting guidelines and accounting model for local government. Recommendation 17 That the NSW Government review the performance measurement ratios for local councils

Recommendation 17

That the NSW Government review the performance measurement ratios for local councils.

8 REPORTS FROM COMMITTEES**8.1 MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 10 DECEMBER 2024****File Number:** REP24/1219**Author:** Environmental Secretary**Authoriser:** General Manager**Attachments:** 1. Minutes of the Traffic Committee Meeting held on 10 December 2024

Cr Rick Firman declared a pecuniary interest in relation to item REP24/1151, due to being a business owner on Hoskins Street.

Cr Rick Firman left the meeting at 4:15PM and took no further part in the discussion.

Deputy Mayor Sinclair assumed the chair at 4:15pm.

RESOLUTION 185/2024

Moved: Cr Ken Smith

Seconded: Cr Nigel Judd

It was resolved that the reports be received.

CARRIED

RESOLUTION 186/2024

Moved: Cr Anthony Irvine

Seconded: Cr Ken Smith

It was moved that matters considered in reports 4.2 and 4.4 in the minutes are to be subject to a future report of a concept plan for Hoskins Street.

The motion was put and lost.

CARRIED

RESOLUTION 187/2024

Moved: Cr Belinda Bushell

Seconded: Cr Narelle Djukic

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

CARRIED

Cr Rick Firman returned to the meeting at 4:33PM.

Cr Graham Sinclair vacated the chair at 4:33pm

Mayor Rick Firmed assumed the chair at 4:33pm



Date: Tuesday, 10 December 2024
Time: 10:04AM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Traffic Committee Meeting

10 December 2024

Order of Business

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**MINUTES OF TEMORA SHIRE COUNCIL
TRAFFIC COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 10 DECEMBER 2024 AT 10:04AM**

PRESENT: Cr Rick Firman (Mayor), Cr Ken Smith (Chairman), TfNSW Greg Minehan, TfNSW Wade Sheales

IN ATTENDANCE: Rob Fisher (Executive Manager Engineering Services), Grace Mannion (Secretary Engineering Services), Cr Belinda Bushell (Observer) and Cr Anthony Irvine (Observer)

1 OPEN MEETING

10:04am

2 APOLOGIES

COMMITTEE RESOLUTION 15/2024

Moved: Cr Rick Firman

Seconded: TfNSW Julie-anne ComerGreg Minehan

That apologies from Senior Constable, Gavin Coleman be received and accepted.

CARRIED

3 DISCLOSURES OF INTEREST

Councillor/Officer	Item	Nature of Interest	How Managed
Cr Rick Firman	REP24/1151	Pecuniary	Left meeting

1 ELECTION OF CHAIR

Cr Ken Smith was nominated for the position of Chairman.

No further nominations were received.

COMMITTEE RESOLUTION 16/2024

Moved: Cr Rick Firman

Seconded: TfNSW Greg Minehan

That the committee resolved to recommend that Cr Ken Smith be declared Chairman.

CARRIED

4 REPORTS

4.1 GET NSW ACTIVE GRANT 2025-26

File Number: REP24/1141
Author: Engineering Technical Officer
Authoriser: Engineering Asset Manager
Attachments: 1. Site Maps - Footpath Projects

REPORT

Submissions for the Get NSW Active Grant Program 2025-26 closed on 25 November 2024. As part of this grant program, successful projects must be considered and endorsed by the Local Traffic Committee.

The objective of the Program is to support the development and delivery of walking and bike riding projects that:

- Contribute to continuous and connected walking and bike riding networks across NSW that connect communities to local destinations
- Enable more people to safely walk and ride as part of their everyday travel
- Facilitate children's and young people's independent mobility by improving safe walking and bike riding options for travel to and from school
- Support multimodal journeys by integrating active and public transport
- Deliver quality place outcomes that contribute to vibrant places, and liveable neighbourhoods that support local lifestyles
- Enable and encourage behaviour change and shift community perception towards walking and bike riding as everyday travel options for short trips
- Deliver walking and bike riding connections that enable all people, regardless of gender, to move freely within their communities.

Council staff have made the following applications under this Program:

- 1,320m x 1.5m footpath in Temora West (Lawson Rd, Vesper St & Loftus St)
- 1,290m x 1.5m footpath in the north eastern side of Temora (Haig, Deutcher, Glassop, Chifley & French Streets)
- Development of an Active Transport Plan to include an updated Pedestrian and Mobility Access Plan (PAMP) which was last updated in 2019.

A site map for each location is attached for reference.

Budget Implications

Project	Project Cost	Co-Contribution (20%)
Temora West Footpath	\$314,380	\$62,876
Temora North Eastern Footpath	\$308,110	\$61,622
Active Transport Plan Development (including updated	\$70,000	\$14,000

PAMP)		
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Successful applications must be delivered within three (3) years.

Assessment outcomes are anticipated to be complete by April – May 2025, with funding deed execution for successful applications planned for May – June 2025.

COMMITTEE RESOLUTION 17/2024

Moved: Cr Rick Firman

Seconded: TfNSW Greg Minehan

It was resolved that the Committee endorse the below projects applied for under the Get NSW Active Program 2025-2026.

- Temora West Footpath (1,320m)
- North Eastern Temora Footpath (1,290m)
- Active Transport Plan Development (including updated PAMP)

CARRIED

Report by Amanda Colwill



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Projection: GDA2020 / MCA zone 55

Date: 18/11/2024

Created By: Amanda Cowill

GNA000144 - Lawson Road/Vesper Street Footpath (Temora)

- Proposed Footpath
- Existing Footpath
- Existing Cycleway



GNA000204 - Haig, Deutcher, Glassop, Chifley and French Streets - Temora Footpath

- Proposed Footpath
- Existing Footpath
- Footpath to be Constructed as DA condition for residential subdivision

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4.2 LOADING ZONE REQUEST - HOSKINS STREET

File Number:	REP24/1151
Author:	Engineering Technical Officer
Authoriser:	Engineering Asset Manager
Attachments:	1. Correspondence
	2. Figure 1
	3. Figure 2
	4. Traffic Committee Report - April 2020
	5. Traffic Committee Report - July 2024

REPORT

Council has received a request from a business owner seeking a drop-off/pick-up zone in Hoskins Street (between Victoria and Loftus Street) on the western side.

A similar request was considered in April 2020 to consider taxi drop off points in both CBD blocks. Council resolved to change the 'no stopping' signage to 'no parking' at the two locations shown in the original report. This was deemed suitable as in accordance with *Road Rules 2014 (NSW) – Reg 168* 'no parking' signage allows a driver to stop for less than 2 minutes if they stay within 3 metres of the vehicle, if they are:

- Dropping off or picking up passengers
- Loading or unloading items.

The current request specifically raises the issue in relation to delivery drivers. The above solution was well suited for taxi services however on most occasions these parameters are likely not to be practical for delivery drivers.

Hoskins Street (between Victoria and Loftus Street)

Option 1:

Change from 'no parking' signage to 'loading zone' signage as shown in *Figure 1* of this report.

The relevant sections of the *Road Rules 2014 (NSW) – Reg 179* stipulates that loading zones are clearly signed parking areas that drivers may use while they are picking up or delivering goods. Loading zones are primarily intended to support businesses without access to off-street loading or parking facilities in areas with limited kerbside parking.

A driver may park in a loading zone if:

- They are driving a vehicle that has been built to carry goods and they are engaged in picking up or dropping off goods (up to a maximum of 30 minutes).

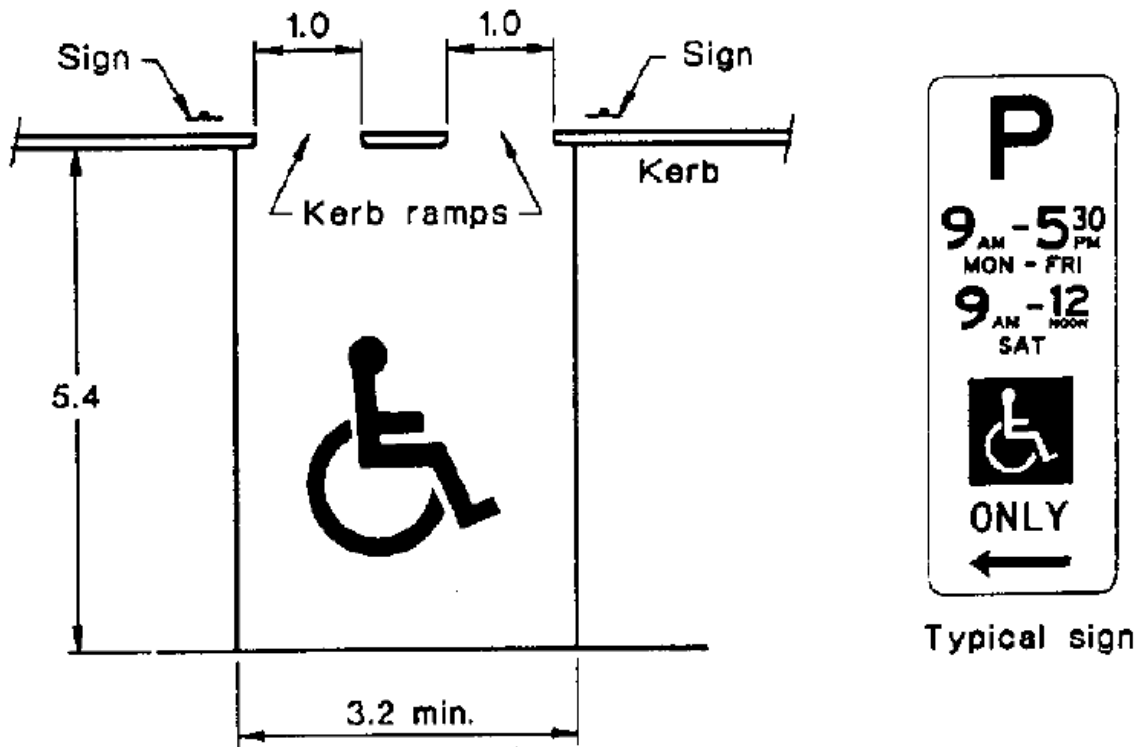
Drivers of other vehicles may also use loading zones to drop off or pick up passengers, but may only stop for the period during which a person is getting into or out of the vehicle.

A goods vehicle is defined as a vehicle constructed principally for the conveyance of goods. Types of goods vehicles include trucks, delivery vans and station wagons being used for goods delivery.

Enforcement of the loading zone rules is primarily the responsibility of local council enforcement officers. It is up to the to the enforcement officer to determine whether or not the driver of a vehicle is in breach of the rules and a penalty notice issued. For example, if the enforcement officer is of the opinion that the driver is not using the zone for the picking

up or delivering of goods. In these circumstances evidence of a delivery may be required to support any claim disputing the issue of the penalty notice.

If this option was adopted, it would require the disabled park to be relocated one spot to the north. It should be noted that kerb ramp does not meet the current *Australia Standard – Parking Facilities Part 5: On-Street Parking* as it is currently or if the park was to be moved as part of this option (see below). The position of the stormwater inlet prevents this from being possible in this location. It would also result in the loss of one ordinary car park.



(b) On-street angle parking space
DIMENSIONS IN METRES

NOTES:

- 1 Two 1.0 m kerb ramps as specified in AS 1428.1, should be provided at the locations shown. Two or more adjacent disabled spaces will normally require only one ramp each.
- 2 Parking space may be delineated by yellow broken lines. International access symbol may be painted in yellow within the parking space.

Option 2:

Take no action.

Budget Implications - Hoskins Street (between Victoria and Loftus Street)

Option 1:

\$1,000 - \$2,000

Option 2:

Nil cost

Hoskins Street (between Loftus and Parkes Street)

The second site reviewed as part of the original report in 2020 is shown in *Figure 2*. This site was also considered as part of another report presented at the July Traffic Committee Meeting and subsequent Council meeting (attached). In this report it highlights the functionality issue with the kerb ramp being positioned on the northern side of the kerb blister.

The Council Resolution was as follows:

98/2024 - It was resolved that REP24/613 4.3 Disabled Parking Review – Hoskins Street, remain on the table for further advice.

Option 1:

Upon further investigation, there is adequate space on the southern side of the blister to install a kerb ramp which will most likely require relocation of the irrigation box. This option would see the vacant space between the car park and the blister be used in a similar way to a shared zone.

Option 2:

Resolution 98/2024 stands, and Council provide direction in relation to further advice.

Budget Implications - Hoskins Street (between Loftus and Parkes Street)**Option 1:**

\$4,000 - \$6,000 (unfunded)

Council Policy/Legislation

Road Rules 2014 (NSW) – Reg 167 (No Stopping Signs)

Road Rules 2014 (NSW) – Reg 168 (No Parking Signs)

Road Rules 2014 (NSW) – Reg 179 (Stopping in a Loading Zone)

Australia Standard – Parking Facilities Part 5: On-Street Parking

Cr Rick Firman declared a pecuniary interest in relation to item REP24/1151, due to being a business owner in the location mentioned in the report.

Cr Rick Firman left the meeting at 10:12am and took no further part in the discussion.

COMMITTEE RESOLUTION 18/2024

Moved: TfNSW Wade Sheales

Seconded: Cr Ken Smith

It was resolved that the report be deferred to the next Local Traffic Committee Meeting.

CARRIED

Report by Amanda Colwill

Cr Rick Firman returned to the meeting at 10:27am.

Sent: Tuesday, 26 November 2024 1:08 PM
To: Rob Fisher <rfisher@temora.nsw.gov.au>
Cc: Grace Mannion <gmannon@temora.nsw.gov.au>
Subject: Parking

Dear Rob,

I cannot recall if I've sent an email already, however, I'd like that options for suitable signage in front of my shop be placed to allow (legally) these delivery van and etc to drop off and deliver, then skedaddle.

Thanks very much!

1181014

Current:



Option 1:

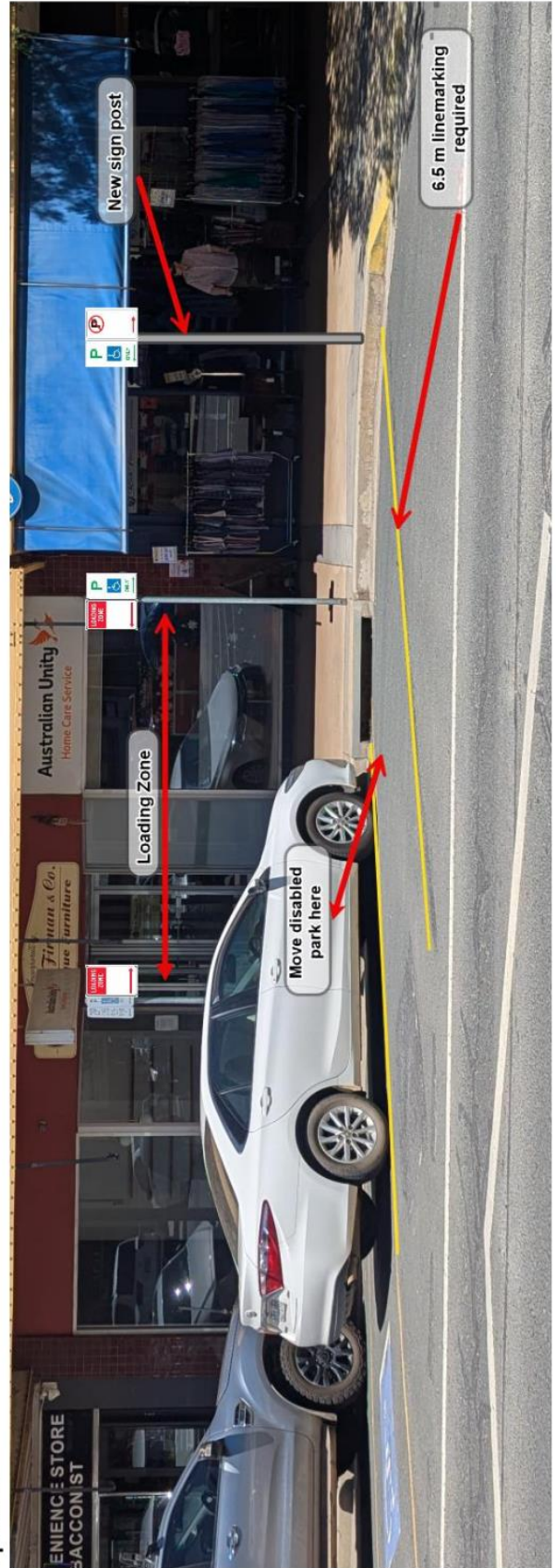


Figure 2 - (Hoskins between Loftus and Parkes Street)

Current:



Option 1:



3 REPORTS

3.1 TAXI DROP OFF/PICKUP ZONES

File Number: REP20/273
Author: Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: 1. Correspondence

REPORT

Council received correspondence in 2017 requesting the consideration of additional taxi drop off and pick up points in Hoskins Street. Council referred the request to the Traffic Committee however it is yet to be tabled.

The correspondence sights pedestrian safety concerns, along with distance from the existing taxi rank causing difficulty for disabled and elderly persons. As mentioned by the correspondent there are two areas (refer to the below images) being utilised as informal taxi drop off/pick up areas, however it is currently illegal to do so. The current ‘no stopping’ signage restricts the stopping of any driver or vehicle, without exception.

Location 1: Outside Rick Firman’s Menswear






Location 2: Outside Zest



TRAFFIC COMMITTEE MEETING MINUTES

7 APRIL 2020

Below are extracts from the Austroads Guidelines (2017) which define the purpose/restrictions of each of the listed signs.

Sign	Definition
	'No Stopping' means a driver must not stop their vehicle on a length of road to which a 'No Stopping' restriction applies unless traffic conditions or Road Rules require it e.g. in a queue of traffic.
	'No Parking' prohibits the stopping of any vehicles unless the driver is picking up or setting down goods or people . Whilst stopped the driver cannot be further away from the vehicle than three metres and a maximum time limit of two minutes is permitted unless otherwise indicated on the 'No Parking' sign. It should be noted that in some jurisdictions this requirement may also be referred to in a different manner. For example, in NSW 'No Parking' is an alternative to 'No Stopping ... Excepted' sign.
	Special purpose zones Zone restrictions are an alternative to a 'No Stopping' sign with a user exception (e.g. a BUS ZONE means the same as 'No Stopping Buses excepted'). Taxi zone: available for taxis only. Taxi zones are to be provided in sufficient numbers and with adequate capacity for the convenience of taxi users. They should not be located in residential sections of street.

The following options are proposed:

1. Change the 'no stopping' signage to 'no parking' at the locations 1 and 2. This would allow any vehicles/drivers to pick up or drop off people, within a two minute timeframe. This would mean the site is not exclusive to only taxi services.
2. Change the 'no stopping' signage to 'no stopping – taxis excepted' at location 1 and 2. This would permit the use of a drop off/pick up area for taxi drivers only and restrict any other vehicles/drivers.
3. Take no action.

The estimated costs to carry out the proposed options are listed below:

Option 1:

Item	Quantity	Rate	Total
'No Parking' Sign	4	\$40	\$160

TRAFFIC COMMITTEE MEETING MINUTES

7 APRIL 2020

Labour/Vehicle	1 hour/2 persons	\$60	\$120
			\$280

Option 2:

Item	Quantity	Rate	Total
'No Stopping – Taxis excepted' Sign	4	\$40	\$160
'Taxi pick-up point'	4	\$40	\$160
Labour/Vehicle	1.5 hours/2 persons	\$60	\$90
			\$410

Option 3: Nil cost

Budget Implications

Option 1: \$280

Option 2: \$410

Option 3: Nil

COMMITTEE RESOLUTION 2/2020

Moved: Ms Katherine Boulton

Seconded: Sgt Ged Horsley

That the Committee resolved to recommend to Council that Option 2 be undertaken within maintenance funding.

AND FURTHER

That this report is also put forward to the Signage Committee for comment.

CARRIED

Report by Amanda Colwill

Correspondence:

From: Temora Shire Council
 Sent: Tuesday, 17 October 2017 4:21 PM
 To: Gary Lavelle
 Cc: Rob Fisher; Michelle Doolan
 Subject: FW: Request for new signed area. Attention Gary

-----Original Message-----
 From:
 Sent: Tuesday, 17 October 2017 10:56 AM
 To: Temora Shire Council
 Subject: Fwd: Request for new signed area. Attention Gary

>>>>
 >>>> Dear Gary and traffic safety committee
 >>>>
 >>>> Due to Temora's aging population and great safety concerns, we have
 >>>> noticed There is a real concern & need for the community to have a safe taxi drop off and pick up point in the
 >>>> main CBD.
 >>>> The taxi rank is one point but we have found aged persons & people with a disability, distance is too great for
 >>>> them to walk to far.
 >>>> A safe drop off point is in front of Rick Firmans menswear this works very well and we often use this area.
 >>>> There is a crossing for added safety for them to get to the other side. There is room enough in this area for us to get
 >>>> the passengers and walkers or aids out safely and this drivers are safe as well.
 >>>> But the issue is it is not legal to stop in this area and we could be issued with a fine.
 >>>> There is another area that would be beneficial For another safe
 >>>> drop off point which is in front of Carly's hairdressing salon or nearby which is another central point for the
 >>>> other side of the business CBD. We do struggle often in this area for dropping off safely for the elderly and drivers.
 >>>> I know this may not seem a great distance from the rank But for
 >>>> the elderly and disabled it seems like a mile and some just cannot manage.
 >>>> We try to do the best for our customers their needs and safety is paramount.
 >>>> There is one more area we are asking to be exempt which is entering
 >>>> the medical centre from the back entrance, when we go from the back
 >>>> entrance to drop the customer/ patient they are mostly sick or elderly they can get out from the car and be
 >>>> right outside side the door of medical centre and is so much easier access for them and again safety with walkers
 >>>> and the elderly patients Cars cannot hit them as they get out of the taxi as they could if we were to go the correct
 >>>> way.
 >>>> Picking them up is fine as they are on the correct side and is not
 >>>> creating a dangerous environment for them Please I do hope you can help the taxi and the community as a
 >>>> whole with this important situation.
 >>>> If you have any questions regarding our request please contact
 >>>>
 >>>> safe outcome for all. and hopefully we can see a great
 >>>>
 >>>> Kindest regards
 >>>>
 >>>>
 >>>>
 >>>> Sent from my iPad

ORDINARY COUNCIL MEETING MINUTES

16 APRIL 2020

6 REPORTS FROM COMMITTEES

6.1 MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 7 APRIL 2020

File Number: REP20/387

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Minutes of the Traffic Committee Meeting held on 7 April 2020

RESOLUTION 83/2020

Moved: Cr Kenneth Smith

Seconded: Cr Max Oliver

It was resolved that the reports be received.

CARRIED

RESOLUTION 84/2020

Moved: Cr Claire McLaren

Seconded: Cr Nigel Judd

It was resolved that the Taxi Drop Off/Pickup Zones be Option 1 and monitored for 12 months.

CARRIED

RESOLUTION 85/2020

Moved: Cr Nigel Judd

Seconded: Cr Graham Sinclair

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

CARRIED

Cr Wiencke request his vote be recorded against the Taxi Drop Off/Pickup Zones.

TRAFFIC COMMITTEE MEETING MINUTES

9 JULY 2024

4.3 DISABLED PARKING REVIEW - HOSKINS STREET

File Number: REP24/613
Author: Trainee Engineer
Authoriser: Engineering Asset Manager
Attachments:

1. Previous Report
2. Photo
3. Disabled Parking Options

REPORT

A previous report to Council on 6 June 2023, Council had resolved to add 1 x 45-degree angle disabled park in the northern block of Hoskins Street adjacent to New Wave Hair.

Due to the access of the blister on that side being blocked by a hedge, an irrigation valve box and being used for business use, the pram ramp access was subsequently constructed on the northern side of the blister.

The photo attached demonstrates how due to the blister being on the same angle as the 45-degree parking it removes the ability for the kerb access to be utilised if there is a car present.

To resolve this problem, it would require sacrificing one parking bay (closest to the blister), to become a shared zone and the next parking bay north to become the disabled park. This will allow space for users to access the pedestrian footpath comfortably and safely.

There are four options:

1. Make no changes to the parking bay and leave it as a normal parking area.
2. Continue to add a disabled park, but not include a share zone.
3. Continue to add a disabled park and sacrifice a parking bay for a share zone.
4. Add a disabled park in the original location and remove any obstacles to install new kerb access ramp.

Budget Implications**Option 1:**

No Action - \$0

Option 2:

Disabled Park - \$2,000

Option 3:

Disabled Park and Shared Zone - \$2,200

Option 4:

Disabled Park and Install New Pram Ramp - \$4,000

COMMITTEE RESOLUTION 12/2024

Moved: Cr Max Oliver

Seconded: Mr Greg Minehan

That the Committee resolved to recommend to Council to select option 3.

CARRIED

Report by Tyler Madden

CBD MAIN STREETS

- HOSKINS STREET TEMORA**

Number of Current Disability Parks: 5

Compliance: Slope exceeded

Proposed Action: December 2022 Council meeting resolved to add 1 x 45° disabled park in the northern block of Hoskins Street adjacent to New Wave Hair.

Cost Estimate: Funded 2023/24.

Site Plan:



- COOLAMON STREET ARIAH PARK**

Number of Current Parks: 0

Compliance: N/A

Proposed Action: 1 x parallel accessible park. Note 3.2m width will encroach the traffic lane and off-street parking may be better suited. Blister island park option will be non-compliant unless path created on east side to get 3.2m.

Cost Estimate:

Item	Qty	Unit Price (GST EX)
Disabled Park	1	\$2,000
Path	1	\$1,000
TOTAL:		\$3,000

Site Plan:

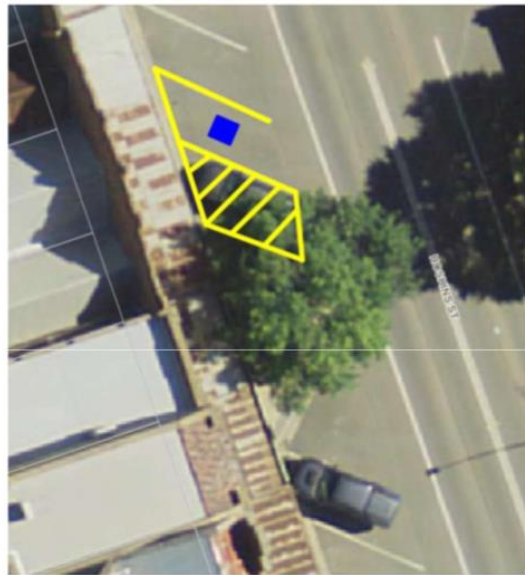




Option 2:



Option 3:



Option 4:



ORDINARY COUNCIL MEETING MINUTES

18 JULY 2024

8 REPORTS FROM COMMITTEES

8.1 MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 9 JULY 2024

File Number: REP24/679

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Minutes of the Traffic Committee Meeting held on 9 July 2024

RESOLUTION 97/2024

Moved: Cr Max Oliver

Seconded: Cr Jason Goode

It was resolved that the reports be received.

CARRIED

RESOLUTION 98/2024

Moved: Cr Jason Goode

Seconded: Cr Nigel Judd

It was resolved that REP24/613 4.3 Disabled Parking Review - Hoskins Street, remain on the table for further advice.

CARRIED

RESOLUTION 99/2024

Moved: Cr Jason Goode

Seconded: Cr Nigel Judd

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

CARRIED

4.3 GET NSW ACTIVE 2024/2025 - TEMORA HIGH SCHOOL PEDESTRIAN ACCESS POINT AND PARKING PROJECT

File Number: REP24/1160
Author: Engineering Technical Officer
Authoriser: Engineering Asset Manager
Attachments: 1. Blister Design
2. Work Order

REPORT

One of the projects successful under the Get NSW Active Program 2024/25 was the Inclusive Pedestrian Access Point and Parking project at Temora High School (Anzac/George Street).

Construction is due to commence in the January 2025 school holidays. The blister design and work order, which has been developed internally, has been attached to this report for the Committee's review and endorsement.

COMMITTEE RESOLUTION 19/2024

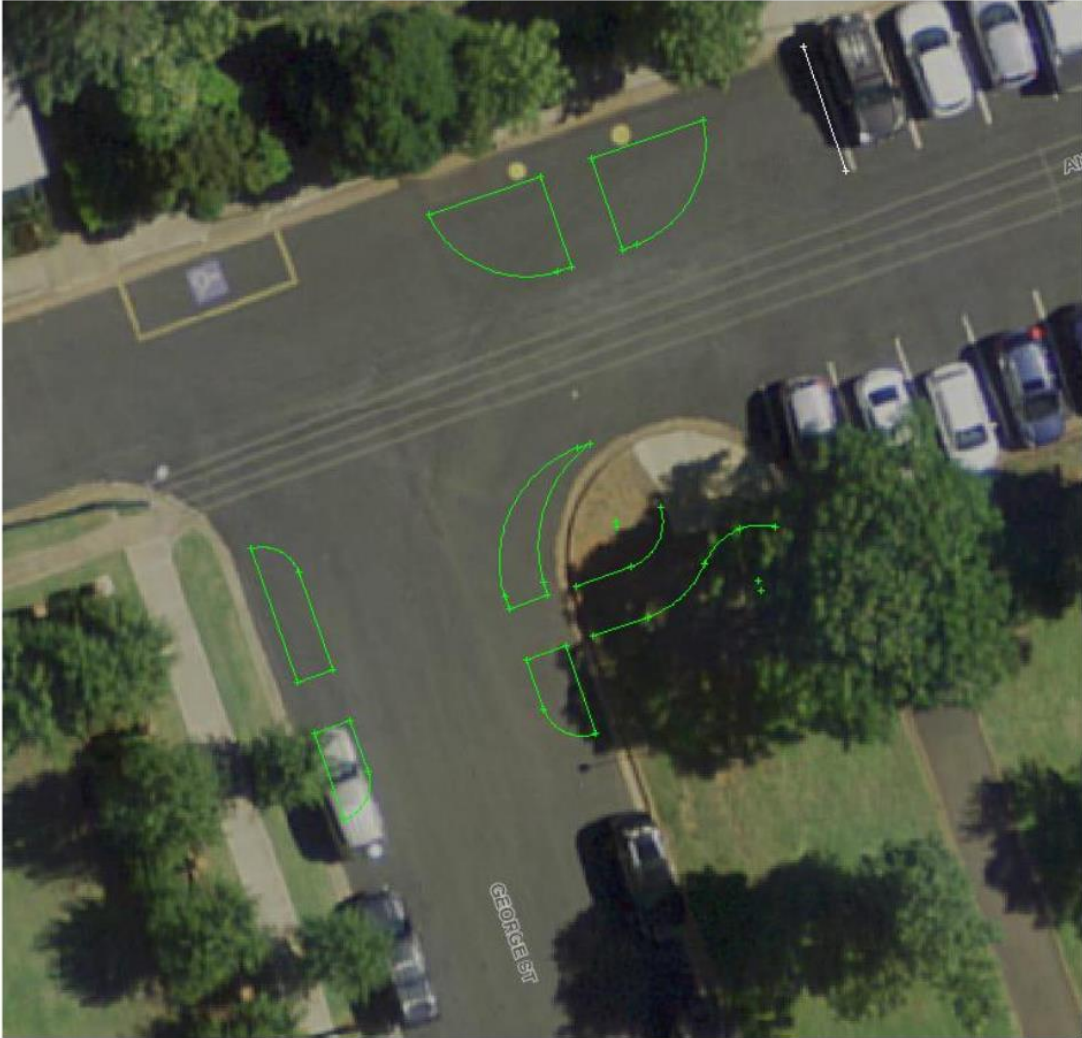
Moved: Cr Rick Firman
Seconded: TfNSW Wade Sheales

That the Committee endorse the project and recommend that Council also endorse the project.

CARRIED

Report by Amanda Colwill

Blister Design:



Capital Work Order

TSC-GM-0X



PROJECT DETAILS:			
Project Name:	Temora High School Car Park Works		
Road Name:	Anzac Street	Segment Number:	N/A
Date WO Issued:	17/09/2024	Completion Due Date:	
Job Number:	W4288.655	WO Written By: (Name)	Tyler Madden
Budget:	\$50,000		
Project Type:	<input type="checkbox"/> Council <input type="checkbox"/> TfNSW <input type="checkbox"/> Private <input type="checkbox"/> Other: _____		

Team Leader / Ganger is the site supervisor responsible daily for the site including workers and contractors.

SCOPE OF WORKS:
<p>Setout</p> <ul style="list-style-type: none"> • Ensure all services are located and protected before commencing any excavation works (refer to BYDA plans attached). • Mark Construction Limits <p>Demolition/Removal</p> <ul style="list-style-type: none"> • 2 x Kerb ramps to be removed (see below for locations) <ul style="list-style-type: none"> ○ For Kerb Ramp on Northern side near high school gate entrance, cut and remove existing pram ramp and replace the ramp with a kerb section/reconcrete path. Ensure appropriate tie ins and fill is added where needed. ○ Construction is to be undertaken in accordance with council standards drawings. ○ For Kerb Ramp on Southern Side of Anzac Street, cut and remove. Once new blister has been constructed, back fill with ?. • 2 x Kerb and Gutter to be removed in locations shown below to allow for the construction of the two pedestrian blisters. • 1 x Disabled Parking and 2 x Carparks to be removed, this is to be organised by a Line Marking company to be blacked out in conjunction with the new disabled parking. • 3 x signposts and signs to be removed and kept aside for later install (Signs are to subject to change) • All material are to be disposed of at ? <p>Construction</p> <ul style="list-style-type: none"> • 3 x Kerb ramps to be installed at locations shown below, construction is to be undertaken in accordance with council standards drawings. <ul style="list-style-type: none"> ○ 1 x Kerb Ramp to be installed on the Northern side of Anzac Street. See below for kerb ramp requirements to ensure the pedestrian network is still transversable. ○ 1 x Kerb ramp to be installed on the Southern side of Anzac Street, ensure appropriate tie ins and fill is added where needed. ○ 1 x Kerb ramp to be installed in the shared zone of new Disabled Parking Area, ensure appropriate tie ins.

GM04 - Temora High School Car Park Works

Page 4 of 15

Capital Work Order

TSC-GM-0X



- 1 x Blisters with a bridge to be installed on Anzac Street with a kerb access ramp and 2 x blisters to be installed joining on to existing K&G on George Street (with kerb access ramps)
 - Kerb outline for blisters to be marked out onsite by Engineering team
 - Once kerb outline is marked out, 300mm x 100mm keyholes are to be marked out every ?m and to be dig up before kerb constructed commences
 - Once Kerb is in place fill blister with cracker dust and compact until 100mm from top of kerb.
 - Drill holes inside of kerb every ??mm to tie kerb to slap and ensure an expansion joint to used between kerb and new concrete slab.
 - Pour 100mm concrete slab inside blister and ensure smooth transitions.
- 2 x Disabled parking and shared area to be installed in located below, works to be completed by Line marking contractor in adjacent with the removal of the old disabled parking
 - Ensure a Bollard is installed in the shared zone which is to be approx. 800mm (+/- 50mm) from the rear of the shared zone area.
- Install new posts and signs in locations shown below, ensure to use signs and posts which where removed first if possible.

ATTACHMENTS:			
Design / Drawings			
Machine Control Required	<input type="checkbox"/> Yes <input type="checkbox"/> No	Drawings Issued / Attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Specifications (Only if applicable)	<input type="checkbox"/> Yes (Please List) <input type="checkbox"/> No	Listed Specifications:	
BYD (Before You Dig)			
Completed	<input type="checkbox"/> Yes <input type="checkbox"/> No	Completed By: (Name)	
Plans Issued / attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No	BYD Plans Attached <i>(Note: Sewer and Water plans from Intramaps)</i>	<input type="checkbox"/> Sewer <input type="checkbox"/> Telstra / NBN <input type="checkbox"/> Water <input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input type="checkbox"/> Other
SWMS's (Safe Work Method Statements)			
SWMS's required & attached	<input type="checkbox"/> TSW-SWMS-001- Traffic Control <input type="checkbox"/> TSW-SWMS-002- Road Construction and Maintenance <input type="checkbox"/> TSW-SWMS-003- Installation and Repair of Roadside Furniture <input type="checkbox"/> TSW-SWMS-004- Road Heavy Patching <input type="checkbox"/> TSW-SWMS-005- Stormwater Construction and Repair <input type="checkbox"/> TSW-SWMS-011- Concrete Construction and Maintenance <input type="checkbox"/> TSW-SWMS-019- Work in or Near Trench Deeper than 1.5m		

Capital Work Order

TSC-GM-0X



<input type="checkbox"/> TSW-SWMS-021- Work Near Utility Services <input type="checkbox"/> TSW-SWMS-022- Working at Heights <input type="checkbox"/> TSW-SWMS-023- Work on, in or adjacent to a road railway corridor <input type="checkbox"/> TSW-SWMS-024- Bitumen Spraying <input type="checkbox"/> Other (Please List)			
TMP (Traffic Management Plan)			
Traffic Management Plan Checklist (WHS-110.11) Completed and attached?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
TGS's Required	<input type="checkbox"/> Yes <input type="checkbox"/> No	Issued / Attached? Day / Works Plan After care Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
Sign Inspection Form (Daily) (WHS-110.2) Template forms provided & attached?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Traffic Management Weekly Supervisor Inspection (WHS-110.1) Template form provided & attached?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Environmental Management			
Environmental Management Plan Required	<input type="checkbox"/> Yes <input type="checkbox"/> No	Issued / Attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No
REF (Review of Environmental Factors)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Issued / Attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Erosion / Sedimentation Control Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	Issued / Attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Any other Approvals/ Licences Required? (Eg. Fisheries Permit, etc.)			<input type="checkbox"/> Yes <input type="checkbox"/> No
Stakeholder Notification			
Stakeholder Notification Required	<input type="checkbox"/> Yes <input type="checkbox"/> No	Completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Notification Type Completed	<input type="checkbox"/> Phone Call <input type="checkbox"/> In Person <input type="checkbox"/> Letter <input type="checkbox"/> Other: <input type="checkbox"/> General Advertisement (eg. Newspaper, VMS Boards, Newsletter)		
Bill of Quantities / Materials List			
Completed & attached	<input type="checkbox"/> Yes <input type="checkbox"/> No		
<u>Additional Attached Documents:</u>			

Capital Work Order

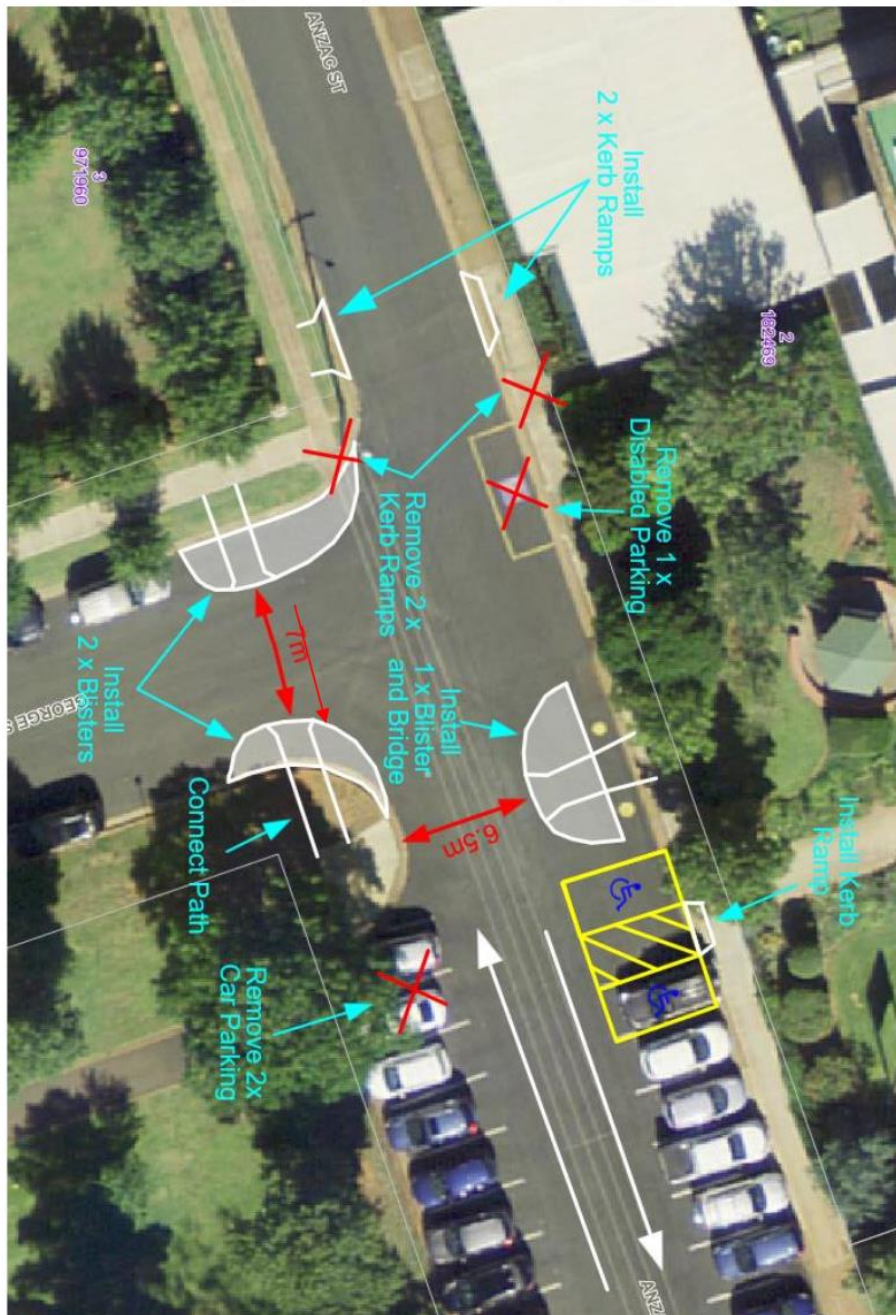
TSC-GM-0X



TEMORA
The Friendly Shire

Works:

The installation of 4 x new kerb ramps, a new 3m concrete footpath, 2 x disabled parking area and 3 x new pedestrian blister at the Temora High School. This also includes the removal of two existing pram ramps and disabled parking/parking bays.



GM04 - Temora High School Car Park Works

Capital Work Order

TSC-GM-0X



Demolition/Removal

1 x Kerb Ramp and gutter to be removed for the installation of a blister and kerb access to be constructed.



Ensure to reinstate footpath if damaged when removing pram ramp.

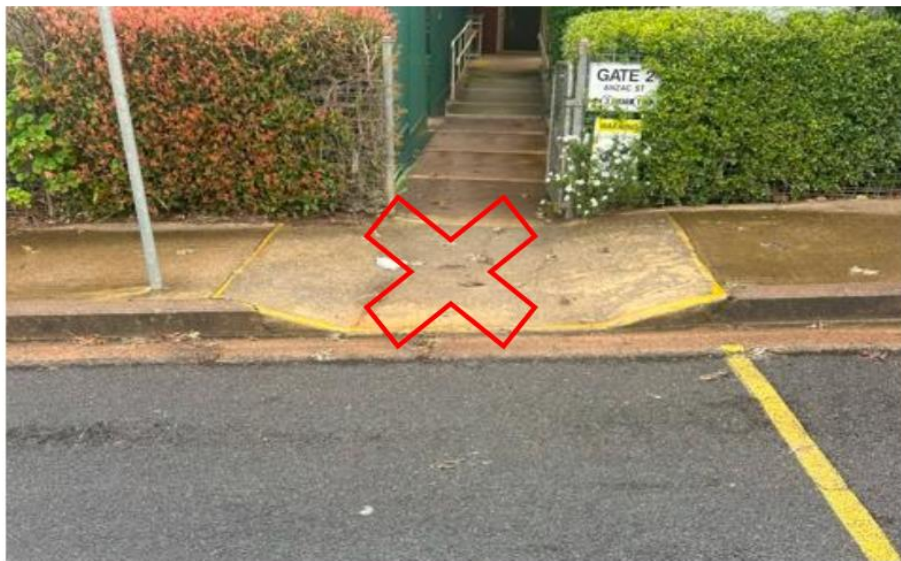


Capital Work Order

TSC-GM-0X



1 x Kerb Ramp to be demolished in front of high school access near play equipment. Replace the kerb ramp with a kerb section/reconcrete path, ensure appropriate tie ins.



Gutter to be removed for the installation of a blister and kerb access to be constructed.



Capital Work Order

TSC-GM-0X



1 x Disabled Parking to be removed, this is to be done by a line marking contractor in conjunction with the new disabled parking works



1 x Parking line to be removed, this is to be done by a line marking contractor in conjunction with the new disabled parking works



Capital Work Order

TSC-GM-0X



Remove 3 x signposts with signage and keep aside for later for reinstall at new locations



Capital Work Order

TSC-GM-0X



Construction

1 x Kerb Ramp to be installed at location below, see below for pram ramp example to ensure pedestrian network is transversable. Construction is to be undertaken in accordance with council standards drawings.



Example:



Capital Work Order

TSC-GM-0X



1 x Kerb ramp to be installed on the Southern side of Anzac Street, ensure appropriate tie ins and fill is added where needed. Construction is to be undertaken in accordance with council standards drawings.



1 x Blister is to be installed with kerb access at location shown below, refer to construction notes for install. Kerb ramp to be installed in blister with concrete pathway connecting to existing path.



Capital Work Order

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1 x Blister is to be installed with kerb access at location shown below, refer to construction notes for install. Kerb ramp to be installed in blister with concrete pathway connecting to existing path.



1 x Blister is to be installed with kerb access at location shown below, refer to construction notes for install. Kerb ramp to be installed in blister with concrete pathway connecting to existing path.



Capital Work Order

TSC-GM-0X



Example:



Disabled Car Park and Shared Zoned

Ensure a Bollard is installed in the shared zone which is to be approx. 800mm (+/- 50mm) from the rear of the shared zone area.

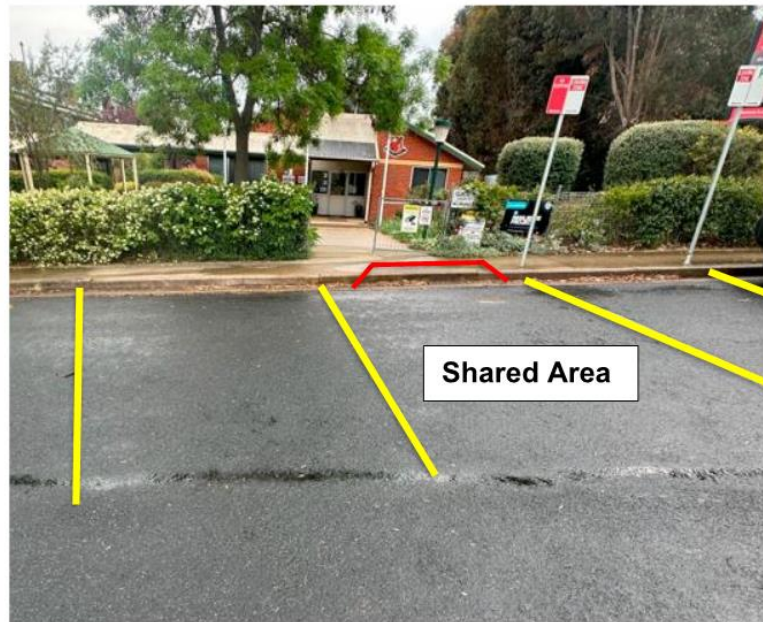


Capital Work Order

TSC-GM-0X



Ensure a kerb ramp is installed in the centre of the shared zone from kerb access.



Reinstatement

Install a sign & post that was previously removed on the Western side as shown below and change the signs on post which is present on the Eastern side as shown below.



Capital Work Order

TSC-GM-0X



Install a post and signage in location as shown below, ensure to use posts and signs which have been removed already.



ACTUAL PROJECT COMPLETION DATE:	
--	--

CLOSE OUT: (to be completed by supervisors only)			
Overseer Comments:			
Overseer Name:		Date:	
Signature:			
Manager Comments: (Eg, Budget, Works as executed, etc.)			
Manager Name:		Date:	
Signature:			

Supervisor to return this form to Engineering Management Department

GM04 - Temora High School Car Park Works

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Capital Work Order

TSC-GM-0X



Does the work mentioned require updating in Councils Asset Register?			<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, Has this been completed?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Is a works as executed survey required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
ASSET RELATED COMMENTS: (to be completed by Engineering Officer)			
Engineering Officers Name:		Date:	
Signature:			

Completed records to be filed at [REDACTED]

4.4 LOFTUS STREET - TAXI RANK & BUS STOP REVIEW

File Number: REP24/1170
Author: Engineering Technical Officer
Authoriser: Engineering Asset Manager
Attachments: 1. Traffic Committee Report - July 2024
2. Traffic Committee Report - February 2024

REPORT

Several reports regarding the Loftus Street, Temora Taxi Rank parking and adjacent footpath have previously been tabled by Council and are attached.

Background

February 2024 Report

The condition of the infrastructure (footpath, K&G, pedestrian ramp etc) in Loftus Street between Hoskins and Little Baker Street is in poor condition. It has been considered for upgrade for over 18 years however remains incomplete and has been pushed back in Council's budget on several occasions.

COMMITTEE RESOLUTION 11/2024

Moved: Cr Jason Goode

Seconded: Cr Anthony Irvine

That the Committee recommend that Council defer the taxi rank upgrade and consider in the budget estimates, the upgrade of the footpath and kerb and gutter infrastructure in Loftus Street

from Hoskins Street to Little Baker Street.

AND FURTHER

Investigate a case for mixed use of the bus stops.

July 2024 Report

The taxi infrastructure in this area was also under review due to the local taxi service being no longer operational. A proposal was put forward to consider implementing 45-degree angled parking in place of the current taxi rank.

COMMITTEE RESOLUTION 11/2024

Moved: Cr Max Oliver

Seconded: Mr Greg Minehan

That the Committee resolved to recommend to Council to allow the matter to lay on the table until a further report with additional information is presented to the Committee.

Follow-up

Following the above resolutions, Council staff have liaised with TfNSW representatives in relation the NSW TrainLink bus service, who have confirmed that all bus services will exclusively operate from the bus stop on the southern side of Loftus Street.

Budget Implications

- Upgrade to infrastructure in the old taxi rank area – approximately \$250,000 - \$400,000.
- Convert existing bus stop to taxi rank – approximately \$5,000.

Options

- Convert the existing bus stop on the northern side to a taxi rank. This would involve the installation of signage and line marking and is estimated to cost \$5,000 - \$30,000, subject to embellishment. Should Council wish to proceed with this option, Council officers can further pursue how this would look.
- Remove the taxi rank upgrade project (on the western side of Loftus Street) from the forward works program and include the upgrade of the remaining infrastructure in the 25/26 budget process. It is estimated to cost approximately \$250,000 - \$400,000. Additionally, it is requested Council consider whether the project remains to be fully grant funded and hence, not deliverable until a specific grant is available and successful.

Council Officers recommend Council convert the northern bus stop to a taxi rank subject to a taxi service operating, and further, staff provide a future report regarding the proposed layout.

COMMITTEE RESOLUTION 20/2024

Moved: Cr Rick Firman

Seconded: TfNSW Wade Sheales

That the Committee recommend to Council that Council Officers further investigate a taxi rank layout in the northern bus stop located in Loftus Street and report back to the Local Traffic Committee.

CARRIED

Report by Amanda Colwill

4.2 TAXI RANK PARKING REVIEW

File Number: REP24/610
Author: Trainee Engineer
Authoriser: Engineering Asset Manager
Attachments: 1. Correspondence
 2. Photos

REPORT

Council has received correspondence requesting Council to review the parking situation at the Taxi Rank located adjacent to the Westpac bank on Loftus Street.

Since the Temora Taxi Service is no longer in service, the general public are using the taxi rank for short term parking when accessing the Westpac Bank ATM. As stated in the correspondence, two cars were seen parked parallel to each other both using the parking area, one of which was using the Westpac bank. As both vehicles were leaving there was almost an accident as one driver was on the phone and the other vehicle pulled out almost causing a collision.

The request suggests that implementing 45-degree angle parking at that location may be the solution to the problem. This will allow vehicles to park off the street to access the Westpac Bank ATM. However, see attached a photo taken on the 28/06/2024 of a taxi still using the taxi rank for its original purpose.

There are two options:

1. No action
2. Implement 45-degree angle parking which would see 2 extra parking bays installed.

Budget Implications

Option 2:

Item	Rate	Unit	Qty	Cost
White Line Marking	\$3.00	Lm	17	\$51
Signage (Install & Signpost)	\$200	each	2	\$400
TOTAL COST				\$451

COMMITTEE RESOLUTION 11/2024

Moved: Cr Max Oliver
 Seconded: Mr Greg Minehan

That the Committee resolved to recommend to Council to allow the matter to lay on the table until a further report with additional information is presented to the Committee.

CARRIED

Report by Tyler Madden

From: crm@temora.nsw.gov.au <crm@temora.nsw.gov.au>
Sent: Tuesday, June 4, 2024 12:43 PM
To: Rob Fisher <rfisher@temora.nsw.gov.au>
Subject: New CRM Traffic & Transport Parking - 5217/2024 - 22531

The following task has been assigned to you, please review the details below:

Request Details:

Request Number: 5217 / 2024

Request Details: [REDACTED] I think we need to do something about the parking in the old taxi rank. Today I saw 2 cars parallel parking and using the Westpac bank. A panic Car then double parked and blocked the east bound lane. As the cars left there was almost an accident as the driver in the front car was on the phone and the driver of the second car pulled out and they almost collided. Mayt nose in parking may solve the problem.

Request Category: Traffic & Transport Parking

Customer Details:

Name: [REDACTED]

Address:

Home Phone:

Work Phone:

Mobile:

Location Details:

Property Address:

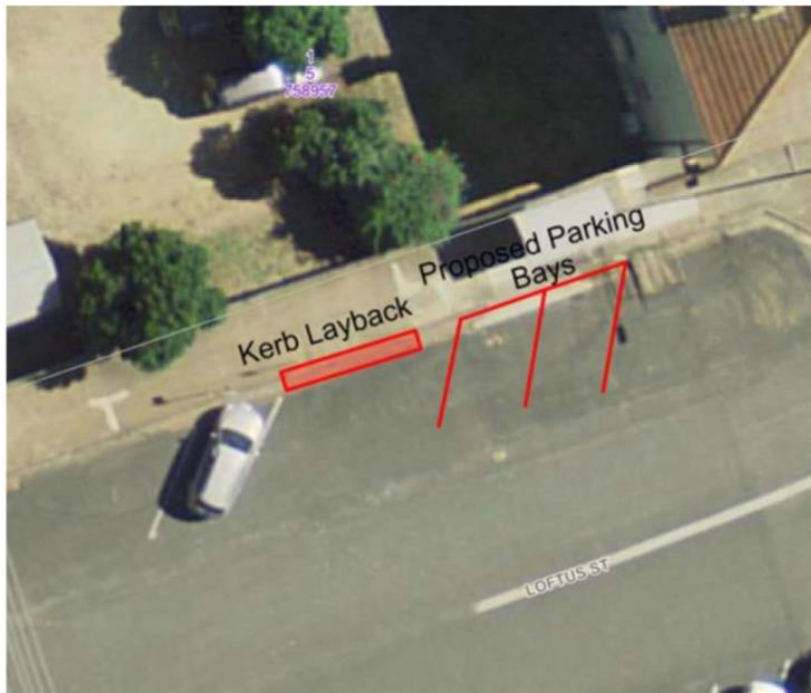
Street Name:

Task Details:

Task to Complete: Investigate & Action

Task Due Date: 13/06/2024

[Click here to view Request details.](#)



ASSETS & OPERATIONS COMMITTEE MEETING MINUTES**6 FEBRUARY 2024****4.10 LOFTUS STREET REQUEST**

File Number: REP24/68
Author: Engineering Asset Manager
Authoriser: Engineering Asset Manager
Attachments: 1. Correspondence
2. December 2018 Report
3. April 2016 Report

REPORT

Council has recently received correspondence regarding the state of the footpath in Loftus Street between Hoskins Street and Little Baker Street. This has prompted Council staff to submit this report along with relevant background reports regarding the general subject area for Council's consideration.

It is evident this area of Loftus Street has been considered for upgrade for at least 18 years with some adjacent areas of the Hoskins Street exhibiting sacrificial concrete poured as part of the 2004/2005 Hoskins Street footpath upgrade works to connect a project in this area of Loftus Street. This subsequently did not occur, and Council has since reconsidered the area in April 2016 (attached) and the project has been included in Council's forward works program since 2015. The project remains incomplete and has been pushed back in Council's budget on several occasions.

It is clear this area needs improvement with many of the subject infrastructure assets in poor condition. As such, it is requested that Council consider the attached reports and provide direction on whether this project remains to be delivered as a single integrated project (Footpath, K&G, Road & Taxi Rank Infrastructure), or whether the Taxi Rank is removed from the capital works program not to be delivered. Additionally, it is requested Council consider whether the project remains to be fully grant funded and hence, not deliverable until a specific grant is available and successful.

Following Council decision, staff will review the plans and associated costs taking onboard Council's decision and include the project to be considered in the 24/25 budget process.

Budget Implications

Approximately \$250,000 - \$400,000

COMMITTEE RESOLUTION 11/2024

Moved: Cr Jason Goode
Seconded: Cr Anthony Irvine

That the Committee recommend that Council defer the taxi rank upgrade and consider in the budget estimates, the upgrade of the footpath and kerb and gutter infrastructure in Loftus Street from Hoskins Street to Little Baker Street.

AND FURTHER

Investigate a case for mixed use of the bus stops.

CARRIED

Report by Rob Fisher

GD:TC

15 January 2024

Temora Shire Council
adahlenburg@temora.nsw.gov.au

Re:

I would like to raise my concerns on the following matters concerning the above building.

Footpath

The footpath on the Loftus Street side of the building is in need of urgent repair. There are many substantial cracks on the surface, areas that have been 'patched up' & areas that are just covered with sand which all are a dangerous trip hazard.

The footpath is a busy thoroughfare & is also the location of the mobile blood donor van.

I have attached photos to demonstrate the poor state of the footpath.

Tree

The tree at the corner of Hoskins & Loftus Streets is a considerable size & overlaps onto the awning of the building (photos attached).

The tree leaves block the gutters which is causing water damage to the awnings/building.

Please feel free to discuss any questions you may have with these matters.

Yours faithfully

ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

6 FEBRUARY 2024

ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

11 DECEMBER 2018

3.8 LOFTUS STREET TAXI RANK AND FOOTPATH RENEWAL

File Number: REP18/1449
 Author: Engineering Technical Manager
 Authoriser: Engineering Technical Manager
 Attachments: 1. Photos
 2. Transit Bus Shelter
 3. Metro Shelter
 4. Decco Shelter
 5. Loftus Street Footpath Plan
 6. Cost Estimate

REPORT

Council recently requested staff submit a revised report surrounding the upgrade of the Loftus Street Taxi Rank and associated surrounding areas, with the view of providing Council a lower cost option to upgrade this area.

To facilitate improved visibility of the project and provide the option of a staged approach, I have chosen to separate the kerb and footpath works from the taxi rank and associated access facilities.

Road Shoulder, Kerb & Gutter, Footpath & Street Gardens

Following further investigation of the site and plans provided by Mr David Scobie, I am of the view the general layout provided by Mr Scobie is the best option for upgrade of the area. However there are a number of options available to assist in lowering the cost of upgrade, of which, I have detailed below;

1. Reduce proposed footpath width. Currently the plans show a new kerb alignment and an increased footpath width of approximately 5m on the north side and 6m on the south side. I would propose the footpath be reduced to 4m on both the north and south sides. This would be sufficient for current and future pedestrian traffic on this section and would allow enough room for a taxi shelter and a 1.5-2.0m path to coexist (subject to confirmation of selected taxi shelter).
2. Remove 3 proposed street gardens on the straight sections of path. This is required to reduce the footpath width proposed in point 1.
 Note: Distance between proposed blister gardens in Loftus Street is 40m. This distance is consistent with the distance between street gardens in Hoskins Street.
3. Remove Street lamps (excluding Taxi Rank). Note: Solar lighting within the taxi shelter is an option being considered and if appropriate will remove all street lamps.
4. Remove 5 bins, retaining 3 bins. Number of bins is excessive for the area. Provide bins only where public seating is provided.
5. Reduce the protrusion of both blisters at western end consistent with the reduction in path width.
6. Take a minimalist approach to road reinstatement. This would include shoulder stabilisation only (exclude road pavement). This would include adding a 50mm correction course of pavement material and stabilising to a depth of 200mm between the kerb line and road shoulder line (approx. 5m wide on each side)

Item 3.8

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Item 8.2

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ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

6 FEBRUARY 2024

ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

11 DECEMBER 2018

Taxi Rank and Associated Facilities

Following review of the taxi rank design again it is viewed as a good option, however it was considered by Council to be too high a cost for a service with low and reducing demand.

Options available to reduce cost of the taxi rank facility;

1. Reduce the size and style of the taxi shelter. Consider modular bus shelter unit similar to the eastern section of Loftus Street adjacent to Hoskins Street.
2. Remove the raised access platform and replace with compliant pram ramp access or kerb ramp access.
3. Remove the concrete median strip and replace with a combination of bollards and a root controlled tree line (see photo of Young taxi rank layout).

Budget Implications

Taxi Shelter - \$37,000

Kerb and Footpath Upgrade - \$210,000

COMMITTEE RESOLUTION 142/2018

Moved: Cr Claire McLaren

Seconded: Cr Dale Wiencke

That the Committee recommend to Council to refer the kerb and footpath upgrade to the 2019/2020 budget estimates.

CARRIED

Report by Rob Fisher



Photo 1 – Transition of old and new path.



Photo 2 – Taxi Rank layout.



Photo 3 – Taxi Rank shelter



Photo 4 – Kerb defect



Photo 5 – Kerb defect



Photo 6 – Kerb and footpath defect



Photo 7 – Layout looking east.



Covered Taxi Rank at Young

4.5 HEAVY VEHICLE DECALS - LOOK OUT FOR TRUCKS

File Number: REP24/1193
Author: Engineering Technical Officer
Authoriser: Engineering Asset Manager
Attachments: Nil

REPORT

Council has been approached by a Transport for NSW (TfNSW) representative advising that they have recently created heavy vehicle decal stickers that can be placed on the footpath to warn pedestrians of heavy vehicles.

TfNSW are seeking guidance on suitable locations for installation and a quote for Council staff to install them.

Example Decal:



Measurements (approx.):



Budget Implications

Nil

COMMITTEE RESOLUTION 21/2024

Moved: Cr Rick Firman

Seconded: TfNSW Wade Sheales

That the Committee resolved to refer the matter to Council for a decision on the report.

CARRIED

Report by Amanda Colwill

5 CLOSE MEETING

The Meeting closed at 10:54am.

This is the minutes of the Traffic Committee meeting held on Tuesday 10 December 2024.

.....

GENERAL MANAGER

.....

CHAIRMAN

8.2 MINUTES OF THE YOUTH ADVISORY COMMITTEE MEETING HELD ON 10 DECEMBER 2024

File Number: REP24/1215

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Minutes of the Youth Advisory Committee Meeting held on 10 December 2024

RESOLUTION 188/2024

Moved: Cr Belinda Bushell

Seconded: Cr Brenton Hawken

It was resolved that the reports be received.

CARRIED

RESOLUTION 189/2024

Moved: Cr Graham Sinclair

Seconded: Cr Paul Mahon

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

CARRIED



Date: Tuesday, 10 December 2024
Time: 11:33AM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Youth Advisory Committee Meeting

10 December 2024

Order of Business

1 Open Meeting 3

2 Apologies 3

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5 Close Meeting 7

**MINUTES OF TEMORA SHIRE COUNCIL
YOUTH ADVISORY COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 10 DECEMBER 2024 AT 11:33AM**

PRESENT: Cr Rick Firman (Mayor), Cr Belinda Bushell (Chair), Cr Brenton Hawken, Cr Ken Smith (Observer)

IN ATTENDANCE: Mrs Elizabeth Smith (Director of Administration & Finance), Mrs Sheree Elwin (Youth Development Officer), Ms Melissa Boxall (General Manager)

1 OPEN MEETING

11:33am

Mayor Rick Firman opened the meeting

2 APOLOGIES

Nil

3 DISCLOSURES OF INTEREST

Councillor/Officer	Item	Nature of Interest	How Managed
NIL			

1. ELECTION OF CHAIRPERSON

Cr Belinda Bushell was nominated as Chairperson

No further nominations received.

COMMITTEE RESOLUTION 4/2024

Moved: Cr Rick Firman

Seconded: Cr Brenton Hawken

That the Committee resolved to recommend that Cr Belinda Bushell is declared Chairperson.

CARRIED

4 REPORTS

4.1 YOUTH DEPARTMENT REPORT

File Number: REP24/1155
Author: Youth Development Officer
Authoriser: Director of Administration & Finance
Attachments: Nil

REPORT

PLATFORM Y WEEKLY WORKSHOPS

Our weekly workshops commenced on 21 October 2024. The timetable for Term 4 was:

- **Hospitality-** Wednesdays and Thursdays 4-5.30pm
- **CAPA-** on hold
- **Leadership-** Monday 4pm-5pm, every fortnight
- **Green Team-** Tuesday 4-5pm every fortnight
- **Gaming-** Friday 4.30pm-6pm
- **YET-** 3rd Monday of the month
- **Ariah Park Robotics and Gaming-** Wednesdays- drop in

TYCN CAREERS CONVERSATIONS- Temora Youth Careers Network presented *Careers Conversations* at Temora Ex-Services Club on Friday 23 August 2024. Ten young local people took up the opportunity to have a one-on-one conversation with former Temora students, who have walked in their shoes and proceeded to have interesting career paths. The event was held in conjunction with Temora High School and Beyond, and those who attended found the experience very valuable.

YOUTH MADE MARKETS- Due to a small number of applications, the Youth Made Market program was postponed until 2025. The YDO will explore ways to rouse more interest in this excellent program.

ADULTING 101- The 2025 Adulting 101 program involved Year 12 students from all three secondary schools in Temora Shire. This is the first time we have hosted all schools, and we were excited to have 25 young people attend. Local mentors delivered some valuable information relating to tax, superannuation, budgeting, support services, health care, vehicle registration and expenses, renting and relationships to help the young people prepare for the 'next phase' of their life. We appreciate the time our busy local people dedicate to programs such as Adulting 101.

SPRING SCHOOL HOLIDAY WORKSHOPS- The Youth team accessed the second part of the \$8,830 Winter Spring School Holiday grant funding to offer three free workshops during the spring school holidays. Funded by NSW Department of Primary Industries and Regional Development, the grant allowed us to provide unique opportunities for young people in Temora Shire. The activities included:

- **What's Cooking? *Kin & Co Wellness***- Hosted at Platform Y, eight young people showed great teamwork as they worked in pairs to make Caramel Slice and Chocolate Bliss Balls. Facilitator Angela Breust spoke to the young people about identifying preservatives added to our food, outlining the benefits of eating clean foods.
- **Zen Teens *Yoga with Amber***- Twelve young people attended this workshop with Amber Hanlon, sharing the benefits of yoga for wellbeing. A light lunch was provided, where Amber shared her journey of striving to be a professional figure skater, the challenges she has overcome and the importance of prioritising our wellbeing.
- **Wagga Trip- *Wagga Botanical Gardens and Bidgee Strawberries and Cream (ice cream making)*** - On Thursday 10 October, nine young people travelled by bus to Wagga to visit the Wagga Botanical Gardens (scavenger hunt activity and animal feeding) and Bidgee Strawberries and Cream (ice cream making). A short farm tour was followed by some ice cream making, where they learnt about the critical role of bees in the growth of strawberries.

SPRING SCHOOL HOLIDAY WORKSHOPS- ARIAH PARK RUBIKS CUBE WORKSHOP-

Volunteer mentor, Jeremy Kruckle, conducted two Rubik's cube workshops during the recent school holiday break. A small group of eager young people learnt how to solve the cube in the first workshop, with a 'speed' competition held the following week. We acknowledge and thank Mr Kruckle for his ongoing commitment to the young people at Ariah Park.

CATERING- 90th Birthday – On Saturday 7 September, members of the Hospitality Team catered for and hosted approximately 50 people for the celebration of a 90th birthday at Platform Y. The YPC and her team of volunteers created a lovely setting for this special event, serving food, engaging with guests and cleaning up. The team received a heartfelt thank you card from the family for their efforts in making the birthday so memorable. The YPC and the Hospitality Team spent a great deal of time planning, cooking and setting up for the birthday and they are to be congratulated for their hard work.

WARBIRDS DOWNUNDER- The Youth Team was approached by the Temora Aviation Museum (TAM) seeking volunteers to assist at the Guardhouse Café during the Warbirds weekend. Two members of the Leadership Team assisted on Saturday and Sunday and enjoyed the experience. The TAM once again borrowed the Platform Y dishwasher and made a generous donation of \$750 to our youth programs.

NEW RESIDENTS WELCOMING DINNER- Thursday 19 September, four members of the Hospitality Team helped prepare, serve food and clean-up at the New Residents Welcoming Dinner, held at the Rural Museum. Under the guidance of the YPC, the young people worked alongside Red Hen Hospitality, gaining valuable catering experience, building communication and teamwork skills.

MASTER CLASS WITH DIMI JAYAWARDENE- Five young people enjoyed a Master Class with 2024 Great Australian Bake Off finalist Dimi Jayawardene. She spoke about building a business that is whole-heartedly you, leading an activity focusing on having the vision and desire to create your dreams!

TEMORA SHOW DISPLAY- The YPC and YDO worked with the Temora Branch Librarian to create a colourful and stimulating display in the pavilion at Temora Show, promoting Temora Shire Youth Programs and the Temora Library. Flyers promoting School Holiday programs and Platform Y weekly workshops at were available at the display.

GREEN TEAM VISIT TO LIONS CLUB RECYCLING DEPOT- Five members of the Green Team visited the Lions Club Recycling Depot on Tuesday 19 November, accompanied by mentor Grace Mannion, YPC and YDO. Lion John Goode showed the team around, explaining the many ways Lions Club members volunteer their time at the facility, which not only helps reduce landfill, but generates considerable funds which are donated to local organisations. He emphasised the positive working relationship between Lions Club Temora and Temora Shire Council, which ensures the ongoing success of this valuable service to the community.

TAKE THE LEAD- Applications are open for TAKE THE LEAD- Temora Youth Leadership Program 2025. The YDO liaised with facilitator Ruth Sinclair and mentor Megan Fritsch to finalise planning for this program. This is a valuable program, targeting young people aged 16-24 years in our community.

NEW YOUTH DELEGATE- TBEG- Platform Y Junior Leader Billy Lawrence is the new youth delegate to TBEG. Billy was accompanied by the YDO at the November meeting and is excited to take on this role.

PLATFORM Y 'YOUNG CITIZEN OF THE YEAR' NOMINEES- Congratulations are extended to Platform Y Leadership Team members Lillian Oliver and Lily Gibbs, on their nomination for Temora Shire Young Citizen of the Year. Both are dedicated members of the at Platform Y Leadership and Hospitality Teams and are thoroughly deserving of their nomination.

COMMITTEE RESOLUTION 5/2024

Moved: Cr Rick Firman

Seconded: Cr Brenton Hawken

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

CARRIED

Report by Sheree Elwin

5 CLOSE MEETING

The Meeting closed at 11:51pm.

This is the minutes of the Youth Advisory Committee meeting held on Tuesday 10 December 2024.

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GENERAL MANAGER

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CHAIRMAN

8.3 MINUTES OF THE ACCESS & EQUITY COMMITTEE MEETING HELD ON 10 DECEMBER 2024**File Number:** REP24/1216**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Access & Equity Committee Meeting held on 10 December 2024

Cr Rick Firman declared a non-pecuniary interest in relation to item REP24/1907 , due to being a property owner in the location.

RESOLUTION 190/2024

Moved: Cr Belinda Bushell

Seconded: Cr Nigel Judd

It was resolved that the reports be received.

CARRIED**RESOLUTION 191/2024**

Moved: Cr Belinda Bushell

Seconded: Cr Ken Smith

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

CARRIED



Date: Tuesday, 10 December 2024
Time: 12:00PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Access & Equity Committee Meeting

10 December 2024

Order of Business

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4	Reports	4
4.1	Annual General Meeting and Appointment of Committee Members.....	4
4.2	Access issues - Footpaths and Ramps	6
4.3	Draft De Boos Street Master Plan	18
5	Close Meeting	23

**MINUTES OF TEMORA SHIRE COUNCIL
ACCESS & EQUITY COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 10 DECEMBER 2024 AT 12:00PM**

PRESENT: Temora Community Centre Deb Patterson, Cr Belinda Bushell, Mr Dale Wiencke (arrived 12:06pm), Cr Ken Smith, Craig Warne (Observer), Cr Anthony Irvine (Observer)(arrived 12:06pm), Mrs Jane Sanders (Community)

IN ATTENDANCE: Mr Kris Dunstan (Director of Environmental Services), Mrs Claire Golder (Town Planner) (arrived 12:06pm), Mrs Elizabeth Smith (Director of Administration & Finance), Mr Rob Fisher (Executive Manager Engineering Services), Ms Melissa Boxall (General Manager), Mrs Shontayne Ward (Economic & Community Development Officer)

1 OPEN MEETING

12:00pm

The meeting was opened by Mayor Rick Firman

2 APOLOGIES

COMMITTEE RESOLUTION 9/2024

Moved: Cr Belinda Bushell

Seconded: Cr Ken Smith

That apologies from Manager Pinncale Community Services Sheree Axtell be received and accepted.

CARRIED

3 DISCLOSURES OF INTEREST

Councillor/Officer	Item	Nature of Interest	How Managed
Cr Belinda Bushell	REP24/1097	Non-pecuniary	Stayed in meeting
Cr Rick Firman	REP24/1097	Non-pecuniary	Stayed in meeting

4 REPORTS**4.1 ANNUAL GENERAL MEETING AND APPOINTMENT OF COMMITTEE MEMBERS**

File Number: REP24/1107
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

The Access and Equity Committee is required to hold an Annual General Meeting (AGM) and confirm its membership.

The positions required to be appointed are:

1. Chair
2. Secretary
3. Committee members

The Councillor delegates to this Committee have already been appointed, being Cr Belinda Bushell and Cr Ken Smith (alternate).

Meeting attendees are requested to appoint members to this Committee.

Integrated Planning and Reporting

Community Strategic Plan Theme 2: Providing Local Leadership

Strategy 2.5 A community that is well informed through engagement and communication

Council Policy/Legislation

Local Government Act 1993

Options

N/A

Budget Implications

N/A

Risk Implications

N/A

COMMITTEE RESOLUTION 10/2024

Moved: Cr Ken Smith
Seconded: Temora Community Centre Deb Patterson

That the Committee resolved to recommend to Council that Cr Belinda Bushell be nominated as Chairperson of the Access & Equity Committee.

CARRIED

COMMITTEE RESOLUTION 11/2024

Moved: Cr Ken Smith

Seconded: Cr Belinda Bushell

The Committee resolved to recommend to Council that Town Planner Claire Golder be nominated as Secretary of the Access and Equity Committee.

CARRIED

COMMITTEE RESOLUTION 12/2024

Moved: Cr Belinda Bushell

Seconded: Cr Ken Smith

The Committee resolved to recommend the following Council delegates Cr Firman and Cr Smith and community members for the committee:

Kerrie Bushell, Debra Patterson, Jane Sanders, Dale Wiencke

CARRIED


4.2 ACCESS ISSUES - FOOTPATHS AND RAMPS

File Number: REP24/1097
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

Council officers have received advice from a mobility scooter user that they have concerns about several footpaths and ramps within Temora in relation to access hazards.

The issues are presented in Table 1, the details of the hazard concern and comments from Council officers.

Site	Concern raised	Council comment
<p>Pedestrian crossing Victoria Street</p> 	<p>Ramp at the crossing is an unsuitable angle and causes mobility scooters to scrape on the ground</p>	<p>Noted. The pram ramp grade in this location is 95mm over 515mm (18.4% or 1 in 5.4).</p>
<p>Pedestrian crossing Victoria Street</p>	<p>Pedestrian linemarkings are raised and this is uneven for mobility scooters</p>	<p>The crossing markings will be replaced with Hoskins Street work in January 2025</p>



Accessible parking at Temora Ex Services Club



Parking area does not have ramp from the shared area.
Ramp/bridge area is not immediately adjacent to driver/front passenger door



Ramp access on both passenger sides with room between rear and traffic lane. Gutters are very high and experiences significant water flow. Alternative would be to remove the parks that were only installed in the last few years.





Temora Girl Guides building, Baker Street

Footpath area should not have a dip in the path for pram ramp and



Agree pram ramp should terminate at the path line with adjacent path

	<p>driveway. Gutter bridge is in place to provide access</p>	<p>lowered if 1 in 8 grade not achievable. Any structure or item protruding onto the road or drainage line is undesirable and should be avoided where practical / possible (gutter ramps, trees, kerb fillets, etc)</p>
	<p>Gutter bridge in place not accessible from a footpath</p>	<p>The approval of a gutter ramp in this location is unclear and may have been implemented by the building owner.</p>
<p>On the Move Gym, Baker Street</p>		

			<p>Council would prefer a pram ramp as opposed to a gutter bridge; however, this is likely difficult with the gutter height and trees already exist in the street.</p> <p>Consider removal if structure is unsuitable quality, or move gutter bridge if required to connect to existing sealed path. There is another gutter bridge at the corner of Baker Street</p>	
<p>Temora Recreation Centre, Anzac Street</p>			<p>Footpath is cracked and should consider widening path to provide more space to complete turn in the path</p>	<p>Footpath within standard. Widening would be considered upon replacement.</p> <p>Council will repair the broken section noting this is minor in nature and likely many such defects exist on the path network.</p>
<p>Temora Recreation Centre, Anzac Street</p>		<p>Should consider widening path to provide more space to complete turn in the path</p>	<p>Council is installing a path adjacent to this location and can investigate a small widening on the corner.</p>	

			
<p>De Boos Street, near Uniting Church</p>		<p>Slope of pram ramp collects debris which is slippery for mobility scooter users</p>	<p>Debris gathering due to the adjacent tree impeding drainage. Not much can be done without significant intervention (tree removal and kerb and pavement works). Pram grade is 215mm over 1900mm (11.3% or 1 in 8.8).</p>
<p>De Boos Street, opposite Uniting Church</p>	<p>Pram ramp is too steep. Mobility scooters scrape using the ramp. Road surface is in poor condition</p>	<p>Pram ramp grade is 220mm over 1500mm (14.7% or 1 in 6.8) Road surface is acceptable in approach, with nearby areas in poor condition.</p>	

			
			
<p>De Boos Street, opposite Uniting Church</p>		<p>Path should not change direction here and should follow straight across</p>	<p>Not possible to traverse the communications pit and achieve a compliant ramp slope.</p>



			
<p>Double Shot Café, Hoskins Street</p>		<p>Suggest that this parking space be No parking – drop off and pick up only</p>	<p>Council currently considering this as a disability parking space.</p>
<p>Asqutih Street</p>	<p>Concern about water ponding and silt building up at the base of exhibition pram ramps and</p>	<p>Council generally only supply pram ramps at each end of each block (generally when there is a concrete footpath installed).</p>	



driveways. Suggest a mid-block raised access ramp

Also, Council resists approving driveways with a kerb fillet onto the roadway (only in exceptional circumstance where there is no other option) as they impede the drainage, block up continuously and make it difficult to maintain the street (street sweeping, resealing, kerb replacement etc).

In exceptional circumstances, Council has allowed a temporary steel gutter ramp or a mid-block concrete pram ramp to be placed in the kerb for a specific person or need and for this to be removed when no longer needed (in the steel ramp case). This has generally been where the landholder has approached Council wanting to install a ramp and Council has consented to the landowner doing the work on the footpath through an approved contractor at the landowners cost.

<p>Temora Preschool George Street</p>  	<p>Concern about vehicles obstructing the footpath</p> <p>Concern about cracked concrete and hazardous wings installed on the footpath – trip hazard</p>	<p>This is a valid concern. Recommend considering parallel parking or replacing the path with a 2m wide path (minimum 1.5m net of vehicle nose).</p> <p>Ramp is in relatively poor condition and has been impacted by the adjacent tree. All council assets that are substantial in quantity and aging are never going to be in perfect condition.</p> <p>Recommend minor repair under maintenance and replacement or repair in conjunction with above proposed path.</p>
<p>Crowley Street (Cnr of Polaris Street)</p>	<p>Concern about location of footpath and pram ramps</p>	<p>Communications infrastructure impact’s ability to provide pram ramps in the desired locations. Recommend no change.</p>


			
			

Table 1: Summary of matters of concern

Integrated Planning and Reporting

Community Strategic Plan Theme 3: Building a Strong Local Economy

Strategy 4.2 A community that enjoys appropriate urban infrastructure

Council Policy/Legislation

Local Government Act 1993

Options

Council has the option to respond to the matters raised, or take no action

Budget Implications

Any nominated projects are considered as part of budget process

Risk Implications

Council must consider community safety and risk assessment as part of budget decisions

Director of Administration & Finance Elizabeth Smith left the meeting at 12:44pm.

Director of Administration & Finance Elizabeth Smith returned to the meeting at 12:47pm.

Cr Rick Firman declared a non-pecuniary interest in relation to item REP24/1097, due to being a property owner in the location.

COMMITTEE RESOLUTION 13/2024

Moved: Cr Rick Firman

Seconded: Temora Community Centre Deb Patterson

That the Committee resolved to recommend that Council note matters raised and directions provided within the meeting listed as follows:-

Item 1a Pedestrian crossing Victoria Street - that the works to make compliant be referred to budget estimates

Item 1b Pedestrian crossing Victoria Street - that the works are already budgeted

Item 2 Accessible parking Temora Ex Services Club - that line marking of Baker Street and installation of handrails at the driveway be referred to budget estimates

Item 3 Temora Girl Guides building - that Council take no action

Item 4 Commercial premises - gym - that the matter be referred to the business owner and either formalised or removed

Item 5 Temora Recreation Centre - that the footpath be repaired

Item 6 Bowling Club corner - that widening of the path be included as part of constructing Bowling Club Lane footpath

Item 7 De Boos Street, near Uniting Church - that the three matters be considered once the outcome of a tree report are considered by Council

Item 8 Double Shot Cafe - that this matter be considered as part of a separate report to Council regarding disabled parking

Item 9 Asquith Street - that private works to support this be considered by Council

Item 10 Temora Preschool - that the works required be referred to budget estimates

Item 11 - Crowley Street - that Council take no action

AND FURTHER

That the Committee receive a future report in relation to budget estimates.

CARRIED

4.3 DRAFT DE BOOS STREET MASTER PLAN

File Number: REP24/1163
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORTBackground

Since February 2024, Council officers have been preparing the De Boos Street Master Plan, following on from concerns raised by a resident about access to the Temora Memorial Town Hall. The specific concerns related to the steep kerb ramp at the intersection of Loftus Street and De Boos Street.

Firstly, Council officers engaged consultant firm Rigore Engineering Services to prepare a *Road Safety Audit* report and *Recommended Treatments* report– *Temora Pedestrian Generators*. These reports, covering the central school zones in Temora, including the De Boos Street/Loftus Street area adjacent to the Town Hall. Council officers have also considered the provision of accessible parking as part of this project.

In addition, as part of ongoing reviews relating to urban vegetation, Council officers have noted that this section of De Boos Street contains very limited vegetation, which reduces amenity and shade for pedestrians in the area.

It was therefore clear that the De Boos Street precinct required investigation for improvement, relating to accessibility, pedestrian safety and amenity. The recommendation was to prepare a De Boos Street Master Plan, to focus on the precinct including the Temora Memorial Town Hall, Council Chambers, St Anne’s Catholic College, Sacred Heart Catholic Church, St Paul’s Anglican Church, St Andrew’s Presbyterian Church and Temora Public School.

Figure 1 shows the location of the De Boos Street Master Plan study area.



Figure 1: De Boos Street Master Plan study area

In April 2024, following a procurement process, Council again appointed Rigore Engineering Services to assist Council officers with preparing the De Boos Street Master Plan.

Draft Master Plan

Following their appointment, staff members of Rigore have inspected the De Boos Street study area onsite, and have considered several options for improving pedestrian access, parking and amenity within this area.

There are several key features of the draft master plan, being pedestrian refuges, landscaping, a new roundabout, accessible parking locations, an accessible drop off point at the Temora Memorial Town Hall, and parking provided for hearses for funerals, which are highlighted as follows:

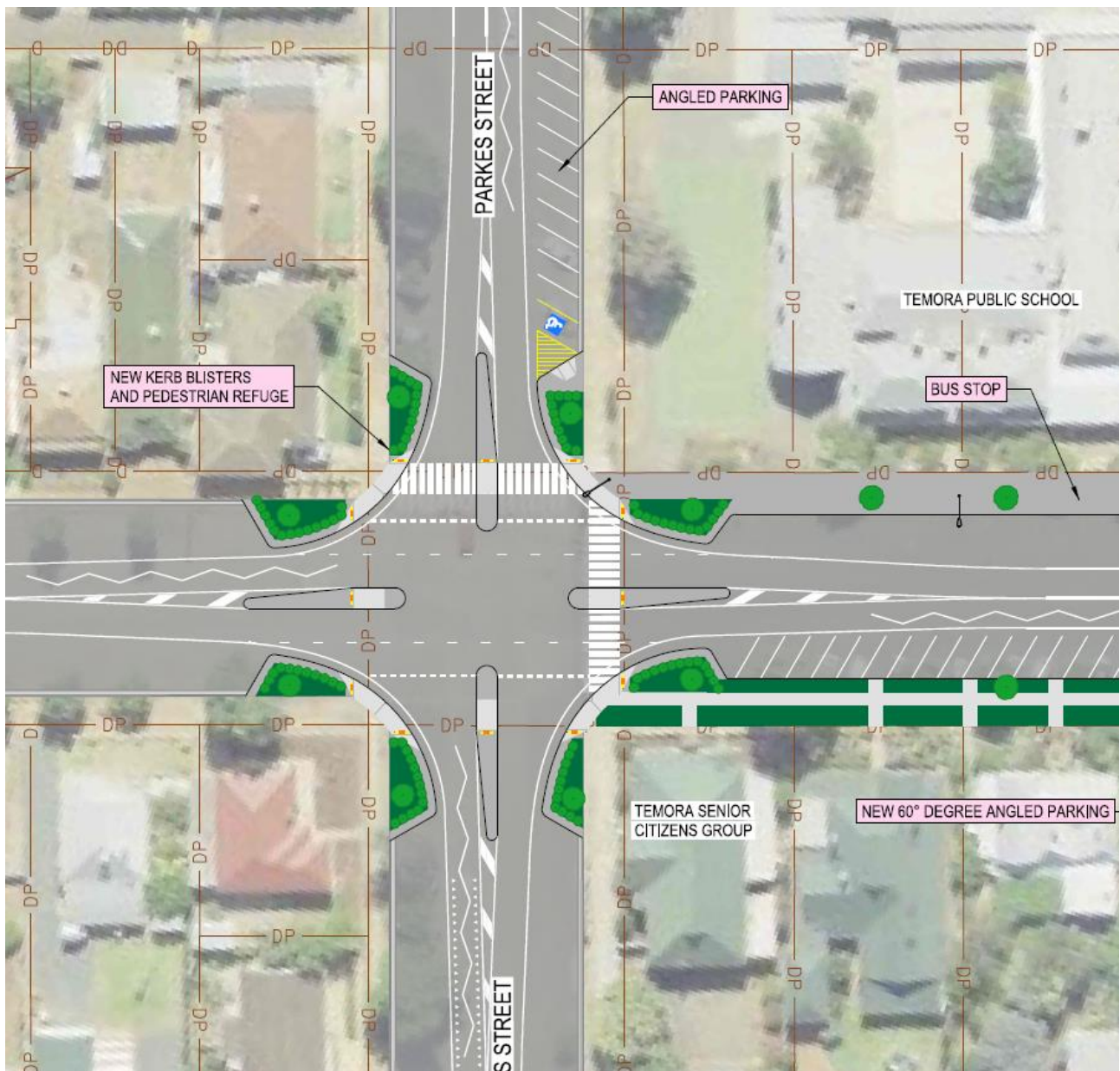


Figure 2: De Boos St/Parkes St intersection

Figure 2 shows the proposed new pedestrian refuges, kerb blisters with landscaping and accessible parking space near Temora Public School.

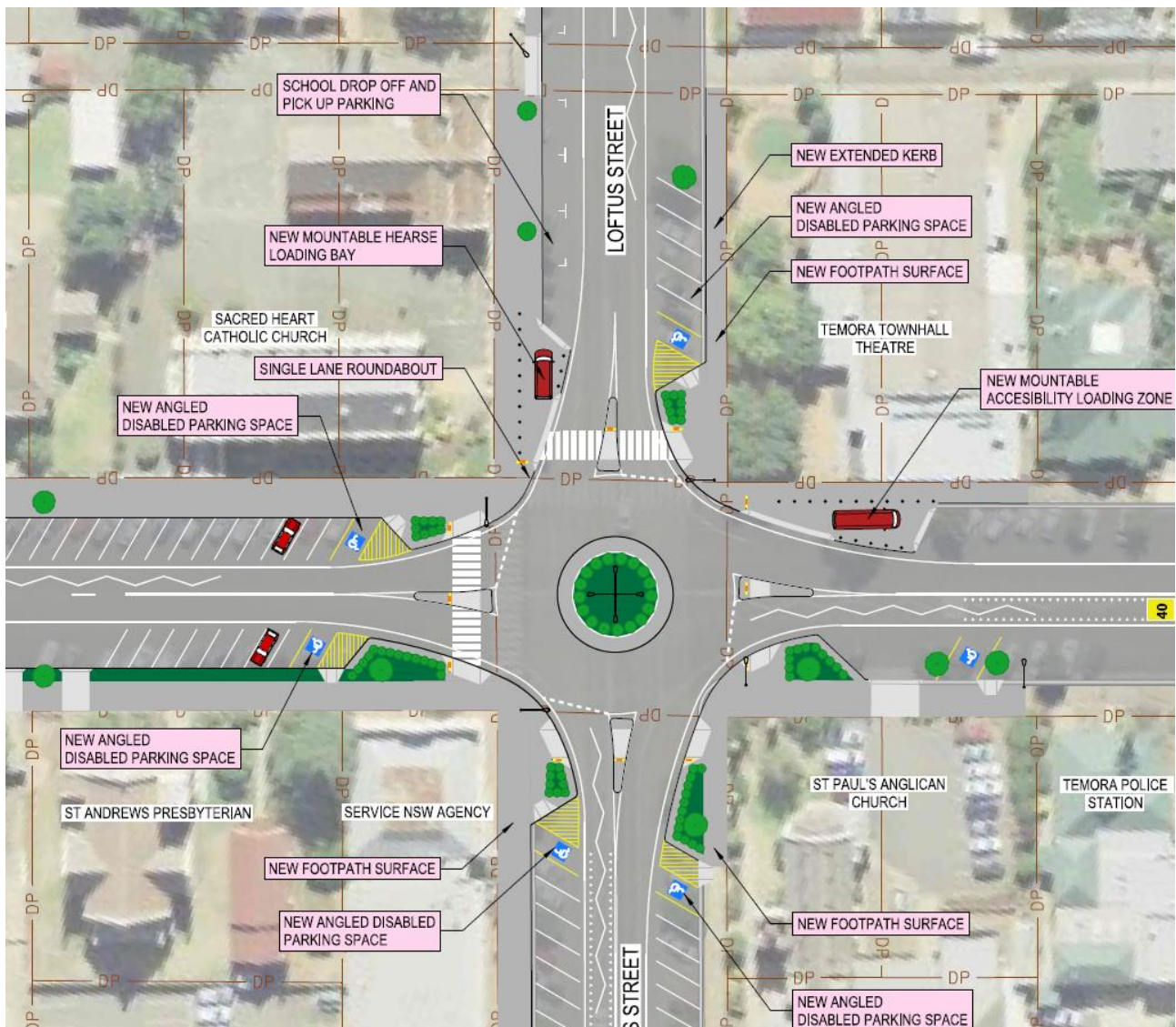


Figure 3: De Boos St/Loftus St intersection

Figure 3 shows the proposed new roundabout, pedestrian refuges, kerb blisters with landscaping, accessible parking spaces, mountable accessibility loading zone for the Temora Memorial Town Hall, and new mountable hearse parking area, adjacent to Sacred Heart Catholic Church.

Discussion

The Draft De Boos Street Master Plan is nearing the stage of formal public exhibition. Consultation as part of the Access and Equity Committee Meeting provides an opportunity to provide feedback prior to the formal public exhibition commencing. Committee members, alongside the general public, will also have the opportunity to provide submissions relating to the Draft De Boos Street Master Plan, once the community consultation period commences.

Integrated Planning and Reporting

Community Strategic Plan Theme 4: Enjoying our beautiful environment

Strategy 4.2 A community that enjoys appropriate urban infrastructure

Council Policy/Legislation

Local Government Act 1993

Roads Act 1993

Options

The Committee has the option to provide feedback at the meeting, as well as the opportunity to provide feedback once the formal public exhibition of the Draft De Boos Street Master Plan commences.

Budget Implications

The design of the De Boos Street Master Plan is a project funded under Council's Budget. Future delivery of the endorsed works will be subject to future budget considerations, including seeking grant funds.

Risk Implications

There is a risk that without receiving feedback from the Access and Equity Committee, the proposed works will not achieve the intended outcomes of improving access within the De Boos Street Precinct.

COMMITTEE RESOLUTION 14/2024

Moved: Cr Ken Smith

Seconded: Cr Rick Firman

That the Committee resolved to recommend to Council:

1. To provide preliminary feedback to Council on the Draft De Boos Street Master Plan and
2. Note that community consultation on the Draft De Boos Street Master Plan will commence following consideration of the Draft Plan at the December Council Meeting.

CARRIED

5 CLOSE MEETING

The Meeting closed at 1:01pm.

This is the minutes of the Access & Equity Committee meeting held on Tuesday 10 December 2024.

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GENERAL MANAGER

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CHAIRMAN

8.4 MINUTES OF THE ASSETS & OPERATIONS COMMITTEE MEETING HELD ON 10 DECEMBER 2024**File Number:** REP24/1217**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Assets & Operations Committee Meeting held on 10 December 2024

Cr Belinda Bushell declared a non-pecuniary interest in relation to item REP24/1118 , due to being an executive member of Temora Basketball Association.

RESOLUTION 192/2024

Moved: Cr Graham Sinclair

Seconded: Cr Nigel Judd

It was resolved that the reports be received.

CARRIED**RESOLUTION 193/2024**

Moved: Cr Belinda Bushell

Seconded: Cr Graham Sinclair

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

CARRIED



Date: Tuesday, 10 December 2024
Time: 2:04PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Assets & Operations Committee Meeting

10 December 2024

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**MINUTES OF TEMORA SHIRE COUNCIL
ASSETS & OPERATIONS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 10 DECEMBER 2024 AT 2:04PM**

PRESENT: Cr Rick Firman (Mayor)(Chair), Cr Nigel Judd, Cr Belinda Bushell, Cr Anthony Irvine, Cr Ken Smith

IN ATTENDANCE: Mr Rob Fisher (Executive Manager Engineering Services), Mr Kris Dunstan (Director of Environmental Services), Mrs Elizabeth Smith (Director of Administration & Finance), Ms Melissa Boxall (General Manager), Mrs Claire Golder (Town Planner), Mr Craig Sinclair (Manager Economic Development) (arrived 2:42pm)

1 OPEN MEETING

2:04pm

2 APOLOGIES

COMMITTEE RESOLUTION 102/2024

Moved: Cr Nigel Judd

Seconded: Cr Belinda Bushell

That apologies from Cr Graham Sinclair and Cr Paul Mahon be received and accepted.

CARRIED

3 DISCLOSURES OF INTEREST

Councillor/Officer	Item	Nature of Interest	How Managed
Cr Belinda Bushell	REP24/1118	Pecuniary	Left the meeting
Cr Rick Firman	REP24/1194	Pecuniary	Stayed in the meeting

Item 4.1 Temora Floodplain Risk Management Study and Plan was dealt with last, after item 4.8.

4 Reports

4.1 TEMORA FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN

File Number:	REP24/1101
Author:	Town Planner
Authoriser:	Director of Environmental Services
Attachments:	Nil

REPORT

Background

At the Council Meeting held on Thursday 17 October 2024, Council resolved that the Floodplain Risk Management Committee be disestablished and that the matters previously reported to that Committee be reported to the Assets and Operations Committee moving forward.

The last meeting of the Temora Floodplain Risk Management Committee was held on 29 July 2024. The meeting was attended by Cr Nigel Judd, Cr Max Oliver, Cr Antony Irvine, Scott Button (Lyall and Associates, via Zoom), Steve Manwaring (DCCEEW), Joshua Stanbury (SES), Rob Fisher (Engineering Assets Manager) and Claire Golder (Town Planner).

At the meeting, the Temora Floodplain Risk Management Committee considered the report. Upon the recommendation of Cr Judd and Seconded by Cr Oliver, it was recommended that:

1. The draft Temora Floodplain Risk Management Study and Plan be placed on public exhibition and
2. A future report on the outcomes of the public exhibition be presented to the Temora Floodplain Risk Management Committee, once the Council elections are complete and the new Council and Committee is in place.

This recommendation was endorsed by the Assets and Operations Committee, at their meeting held on 6 August 2024 and subsequently endorsed at the August Council Meeting.

Public exhibition

The Draft Temora Floodplain Risk Management Study and Plan (FRMS&P) has recently completed public exhibition and now requires consideration by the Committee before it can be considered for finalisation by Council.

The draft Temora FRMS&P was publicly exhibited between Thursday 22 August 2024 and Thursday 17 October 2024.

The draft plan was available for viewing at Council's offices, Temora Library and on Council's website.

Council staff held three drop in sessions at the Council Offices on Wednesday 11 September - Friday 13 September 2024 between 11am and 2pm, as well as offering assistance both over the phone and in person by appointment.

As a result of the public exhibition, no written submissions were received.

A copy of the final Temora FRMS&P is provided under separate cover.

Discussion

The preparation of the Temora FRMS&P has been an extensive and thorough process. The plan has provided a strong understanding of the causes, impacts and proposed mitigation of flooding in Temora. The adoption of this plan will allow Council to plan for future projects to prevent impacts of flooding due to future development, and to reduce the impacts of existing flooding risk through the future delivery of key projects which will reduce the impacts of flooding.

Integrated Planning and Reporting

Community Strategy Plan Theme 4: Enjoying our beautiful environment

Strategy 4.5 A community that sustainably plans for its future

Council Policy/Legislation

Temora Local Environmental Plan 2010

Options

The Committee has the option to adopt the final Temora FRMS&P, or defer their decision to seek additional information if required

Budget Implications

The adoption of the Temora FRMS&P will generate demand for funding for the implementation stage of the plan. Council has the opportunity to seek grant funds for the delivery of projects unable to be completed in-house by Council officers.

Risk Implications

There is a risk to Council if the plan is not adopted, as this could delay the delivery of identified projects to reduce the impacts of flooding in Temora

Cr Nigel Judd left the meeting at 2:38 pm.

Cr Nigel Judd returned to the meeting at 2:39 pm.

COMMITTEE RESOLUTION 103/2024

Moved: Cr Belinda Bushell

Seconded: Cr Nigel Judd

That the Committee recommends that Council adopt the Temora Floodplain Risk Management Study and Plan.

CARRIED

4.2 LITTLE CAMP STREET SEALING REQUEST/DRAINAGE CONCERNS

File Number: REP24/1028
Author: Engineering Technical Officer
Authoriser: Engineering Asset Manager
Attachments: 1. Previous Report
2. Correspondence

REPORT

Council has received correspondence on behalf of Sharpe and Camp Street residents, requesting Little Camp Street to be sealed. The residents raise concerns about the road profile which is causing flooding of the adjoining properties. The request has attracted signatures of 20 residents.

Council officers have recently inspected the area, and it is clear residents are experiencing frequent flooding which is having a visible detrimental impact to their property.

Background

This matter has been ongoing, with a report presented to the Assets & Operations Committee and subsequent Council Meeting in November 2022 (report attached). This report stated that the matter would be considered as part of stormwater management planning for all of Temora, however, several options were proposed:

1. Table drain on the southern side of Murphy Street to be cleaned - *complete*
2. Create a bank to direct water into Sharpe Street – *complete*
3. Extend the southern side of the box culvert at the bend of Murphy Street – *land acquisition required before works could commence*
4. Reconstruct Murphy Street between Little Twynam Street and the large culvert on Murphy Street at the bend, by lifting the pavement by 100mm.

Options 1 and 2 above, were completed under routine maintenance but have provided little mitigation to the issue.

The resolution of the 2022 report was:

COMMITTEE RESOLUTION 122/2022

Moved: Cr Claire McLaren

Seconded: Cr Anthony Irvine

That the Committee recommend that Council refer the matter to the flood study for advice on the impact of raising the pavement by 100mm.

Council officers did hold verbal discussions with Lyall and Associates regarding the issue and associated resolution at the time and it was concluded that raising the road would have impacts on the upstream property and detailed investigation and advice relating to site specific mitigation options is not within the scope of the Flood Plain Risk Management Study and Plan and must be dealt with either separately or potentially as part of the Stage 3 Flood Plain Management Program - Investigation and Design / Feasibility (not funded).

Proposed Options

1. Council waits for funding of the Stage 3 Investigation and Design / Feasibility process and request to have this issue included (minimum 12-24 months and may not be eligible).
2. Council engage Lyall and Associates outside of the NSW Government Flood Plain Management Grant process on an hourly rate basis to investigate and provide flood mitigation options and advice in the Sharpe Street area.

It is Council Officers' recommendation to pursue option 2. The basis for this recommendation is:

- It will be a significant amount of time (likely years) before any infrastructure solution in this area could be considered under the Floodplain Plain Management Program and it is unlikely the issue would be eligible for mitigation funding.
- The issue is significant in terms of localised impacts on Sharpe Street residents.
- Council has received quality advice for similar localised drainage issues in the Giles Street / Gidgee Street area of Temora using the above-described process.
- Lyall and Associates have an in-depth knowledge of Urban Temora flooding, are specialists in their field and are capable of providing a long-term solution to the flooding issues in this area.
- Council officers are of the opinion this is the most efficient way to get robust mitigation options for this area aimed at reducing the impacts being realised by residents.

Budget Implications

\$10,000 - \$15,000 (funds could be substituted with Giles Street which has stalled and will roll into a later financial year).

Risk Implications

As the matter has been ongoing and is currently unresolved it is important that prior to taking any action that Council has the appropriate technical advice to inform its decision making.

COMMITTEE RESOLUTION 104/2024

Moved: Cr Belinda Bushell

Seconded: Cr Nigel Judd

That the Committee resolved to recommend to Council to engage Lyall and Associates on an hourly rate basis to investigate and provide flood mitigation options and advice in the Sharpe Street area.

AND FURTHER

That the funds be substituted from the Giles Street project.

CARRIED

4.3 MURPHY STREET & SHARPE STREET DRAINAGE ISSUES

File Number:	REP22/1315
Author:	Engineering Works Manager
Authoriser:	Engineering Asset Manager
Attachments:	1. Murphy Street Maps 2. Various images 3. Written CRM and images

REPORT

Following rain over recent months multiple concerns have been raised by residents in Sharpe Street relating to issues with drainage. This issue has been raised by residents with Council in the past. Images attached show issues relating to various properties where water is causing issues with house foundations, filling back yards and preventing access to the front of the properties at times. This sees residents needing to drive out of their driveway to the other side of Sharpe Street to pickup people and drive them through the water to the property for access.

This has been an ongoing issue in very wet years and the residents are seeking a solution from Council to address the matter.

This matter will be considered as part of stormwater management planning for the whole of Temora however there are some matters that can be progressed.

1. As per Map 1 attached drainage along the southern side of Murphy Street can be cleaned out across to the fence. This won't stop the issue but will help it.
2. As per Map 1 create a bank between Little Camp Street and Sharpe Street on the Northern side of Murphy Street to try preventing water going down Little Camp Street into the back of properties.
3. At the large box culvert on Murphy Street water struggles to get in the culvert properly and at some point, this culvert should be widened to the southern side. To achieve this as per Map 2 Council should consider starting the process to acquire some land or undertaking a boundary adjustment to allow future works in this area. *(No conversation with the property owner has been undertaken regarding this matter yet)*
4. Consider reconstructing Murphy Street between Little Twynam Street and the large box culvert east of Sharpe Street intersection. Reconstruction of the pavement would allow the height to be lifted by approximately 100mm or so (depends on survey and detailed design) to prevent water crossing the road and making the box culvert structure run at full capacity. As per images attached it can be seen the box culvert is not at full capacity when water is crossing Murphy Street.

There is discussion around a retention dam in this catchment area as part of stormwater management planning which would help but once a dam is full the same issue has chance of occurring in heavier rain events without other works such as item 2 and 3 above as a long-term solution.

Other projects in this area in Council's future plans and draft budget are:

- Nicholson Street upgrade to seal (funded in current financial year in FLR funding)
- Twynam Street Segment 1 (between Murphy and Britannia Sts) kerb and gutter plus road shoulder reconstruction/upgrade
- Camp Street Segment 1 (between Murphy and Britannia Sts) kerb and gutter plus road shoulder reconstruction/upgrade
- Little Twynam Street (between Murphy and Britannia Sts) upgrade to seal
- Little Camp Street (between Murphy and Britannia Sts) upgrade to seal

Budget Implications

Item 1: Routine Maintenance

Item 2: Routine Maintenance

Item 3: \$20,000 (boundary adjustment/minor acquisition, registered plans, legal fees, etc.)

Possibly refer to 2023/24 budget estimates to start progress this item as the process takes considerable time.

Item 4: \$100,000 (Pavement reconstruction and lifting in Murphy Street)

Refer to future budget estimates.

COMMITTEE RESOLUTION 122/2022

Moved: Cr Claire McLaren

Seconded: Cr Anthony Irvine

That the Committee recommend that Council refer the matter to the flood study for advice on the impact of raising the pavement by 100mm.

CARRIED

Report by Alex Dahlenburg

Map 1

Murphy Street



Key:

- Table drain to be cleaned under routine maintenance budget
- Possibly create a bank to force water into Sharpe Street
- Proposal to reconstruct Murphy St between Little Twynam Street and the large culvert on Murphy St at the bend.

Map 2

Possible Land acquisition/Boundary adjustment required on Murphy Street



Sharpe Street Images



Water inundating the yard and under the house at 174 Sharpe Street





Water in the back yard of 172 Sharpe Street



Images of Little Camp Street and Inundation of Water in the yard at 170 Sharpe Street



Images of Murphy Street





Culverts running under Murphy Street to the Railway Line



Customer Request Management Enquiry 4038/2022 - Drainage Matters Stormwater

Received Date
19/10/2022 12:23 PM

Determination Details
Undetermined

Reference Id
21109

Contact Method
TELEPHONE

Description

Email from [REDACTED]

ATTENTION: THE GENERAL MANAGER Dear Sir, I am contacting you to make you aware a drainage issue that is impacting our residence in Sharpe Street. During and after rain the gutter at the front of the residence overflows covering the entire front lawn. The gutter flows up to a width up to 4 metres covering most of the road. After rain in August 2022 residents had to drive cars out of their drives to pick students up off the school. The drainage is also having a big impact on the back of the residence. The water flows in under the back gate and floods most of the back section of the property. It covers the lawn and makes it impossible to access the clothesline (unless in gum boots). At times parts of the BBQ area have also gone under water. I have attached links to photos dating from the 30th March until 4th August 2022. As the photos show the drainage issue has a massive impact on both the front and rear sections of our property. I totally understand that the amount of rain we are having is impacting our local drainage systems. However, this problem occurs even with rain during a 'normal' weather. I hope you understand the impact this drainage problem is having on the residents in Sharpe Street and that solutions to this problem are investigated in a timely manner.

[REDACTED]







Residents of Sharpe and Camp Streets,

Sharpe Street,
Temora. NSW 2666
Phone:

17th July, 2024

Temora Shire Council,
Loftus Street,
Temora. NSW 2666

Dear Sir,

We are writing regarding the proposed sealing of the lane between Sharpe and Camp Streets.

We are very concerned if the profile of the lane is left how it presently is flooding on adjoining properties will continue.

Over the years the lane has been built up well above the natural ground height. Daming the surrounding properties.

This can be seen by a simple drive down the lane. With residents suffering regular flooding under the back fences and gateways.

We would like to see the centre of the lane being the lowest point, then running the water away from the properties into the gutter in Britannia Street.

This has been done regularly in West Wyalong a town that suffers similar types of flooding, being flat ground and slowing running water.

Yours sincerely,

Sharpe and Camp Street residents

20 resident signatures redacted



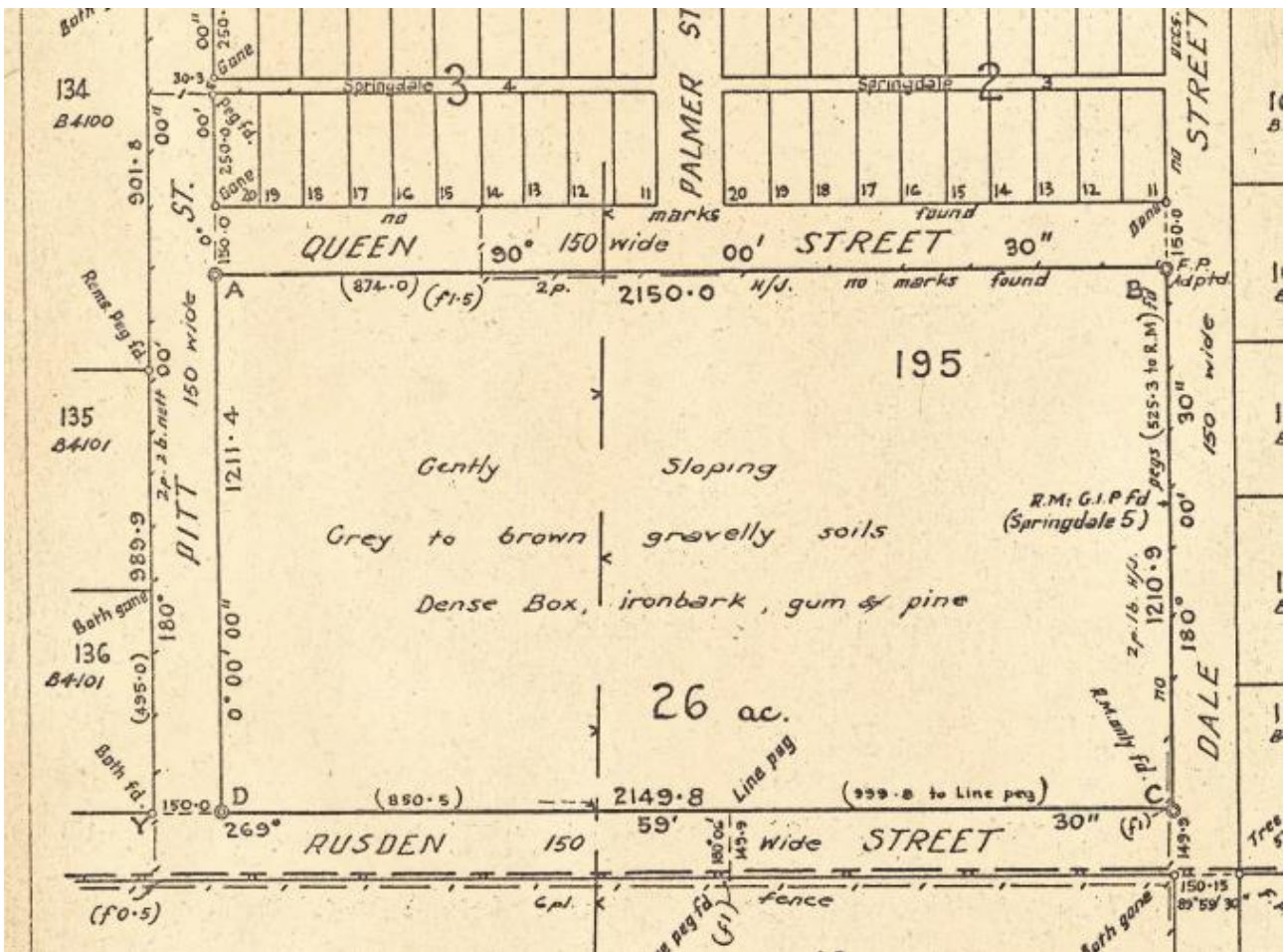
4.3 SPRINGDALE CROWN ROADS/ENCLOSURE PERMIT

File Number: REP24/1033
 Author: Engineering Technical Officer
 Authoriser: Engineering Asset Manager
 Attachments: 1. Figure 1
 2. Enclosure Permit Charges

REPORT

Council holds a longstanding enclosure permit (EP) over Lot 195; DP 750603 in Springdale, as shown in Figure 1. The permit was recently due for renewal, prompting further investigation as to whether it is still required.

The reason for the EP was due to Rusden and Pitt Street being fenced within Lot 195 (owned by TCS), as shown on the Title Plan below (dated 1970). A site inspection has revealed that the fence is actually on the northern side of Rusden Street, meaning it is no longer fenced within Lot 195. However, the fence remains on the western side of Pitt Street.



Enclosure Permit Annual Cost

The current annual rent for 2024/25 is \$295, set to increase to \$595 in 2025/26 a 70% increase this year and a proposed 200% increase next year. Should Council wish to cease the EP, the roads would be required to be fenced out from Lot 195, requiring approximately 675m of fencing.

Adjoining Landholders

Consultation with the adjoining landholder has indicated that they are interested in purchasing Rusden Street, which would be administered solely through the Crown Lands Department due to it being fenced within their freehold. They have also informally expressed interest in purchasing the land that is shown as Pitt Street and Lot 195. Investigations have not indicated any current or future use for Lot 195. Should Council wish to dispose of this land, it would cease the EP.

Road Ownership Transfer

Council may request to transfer ownership of any Crown Road – formed or unformed. Once under Council control they can be closed, sold, formed etc. If this was to occur, Council would have the option to consult with the adjoining landholders to sell the Crown road, once a sale price was determined.

Other Considerations

In the surrounding Springdale area, there are several Crown roads which are formed, maintained and listed on the Asset Register. These include Back Springdale Road, Haeuslers Road and Railway Street. Additionally, there is 166km of road on the Asset Register identified as potential Crown Land. This has been documented and sent to a Crown Lands representative to confirm ownership. Pending a response and should Council wish to proceed to transfer ownership of these roads, the process is simple and has minimal administration cost only.

Risk Implications

Nil

Options

1. Take no action, retain the EP and continue paying the annual rent (would require an update to the EP to advise that Rusden Street is no longer fenced within Lot 195).
2. Cease the EP and fence Pitt Street out of Lot 195. Approximately 250m of fencing however it would be difficult, as trees would need to be cleared.
3. Request transfer of Pitt Street to Council ownership, add to the Asset Register and retain. This would cease the EP.
4. Request transfer of Pitt Street to Council ownership and liaise with the adjoining landholder to sell the land shown as Pitt Street and Lot 195. This would require Council to determine a sale price, which previously has taken a cost recovery approach.

Council Officers recommend Council cease the enclosure permit in relation to Rusden Street and make application to NSW Crown Lands to have Pitt Street transferred to Council. This removed fees associated with enclosure permits, allows the adjacent landholder to purchase Rusden Street used to access their property and retains the land in Councils ownership at limited cost.

Budget

Option	Description	Cost Estimate
1	Enclosure Permit Rent (ongoing)	From \$595 annually
2	250m Fencing (would require trees to be cleared)	\$5,000-\$10,000
3	Transfer Pitt Street to Council ownership – Administration cost only	\$120
4	Transfer Pitt Street to Council ownership and sell the land along	\$10,000*

	with Lot 195 to the adjoining landholder should they still be interested.	
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*** Breakdown of cost for Option 4.**

Item	Qty	Unit	Cost	Total
Advertising	2	Each	\$150	\$300
Administration (reports, S38B requirements, advertisements, correspondence, gazette notice, liaise with surveyors and solicitors)	10	hrs	\$60	\$600
Registered Surveying (calculation and preparation of linen plans, create 88B, title plans, LRS registration)	1	Each	\$6,500	\$6,500
Legal Fees (certificate of title)	1	Each	\$300	\$300
Legal Fees (transfer of ownership, 11R request lodgement, admin)	1	Each	\$2,300	\$2,300
			TOTAL	\$10,000

COMMITTEE RESOLUTION 105/2024

Moved: Cr Nigel Judd

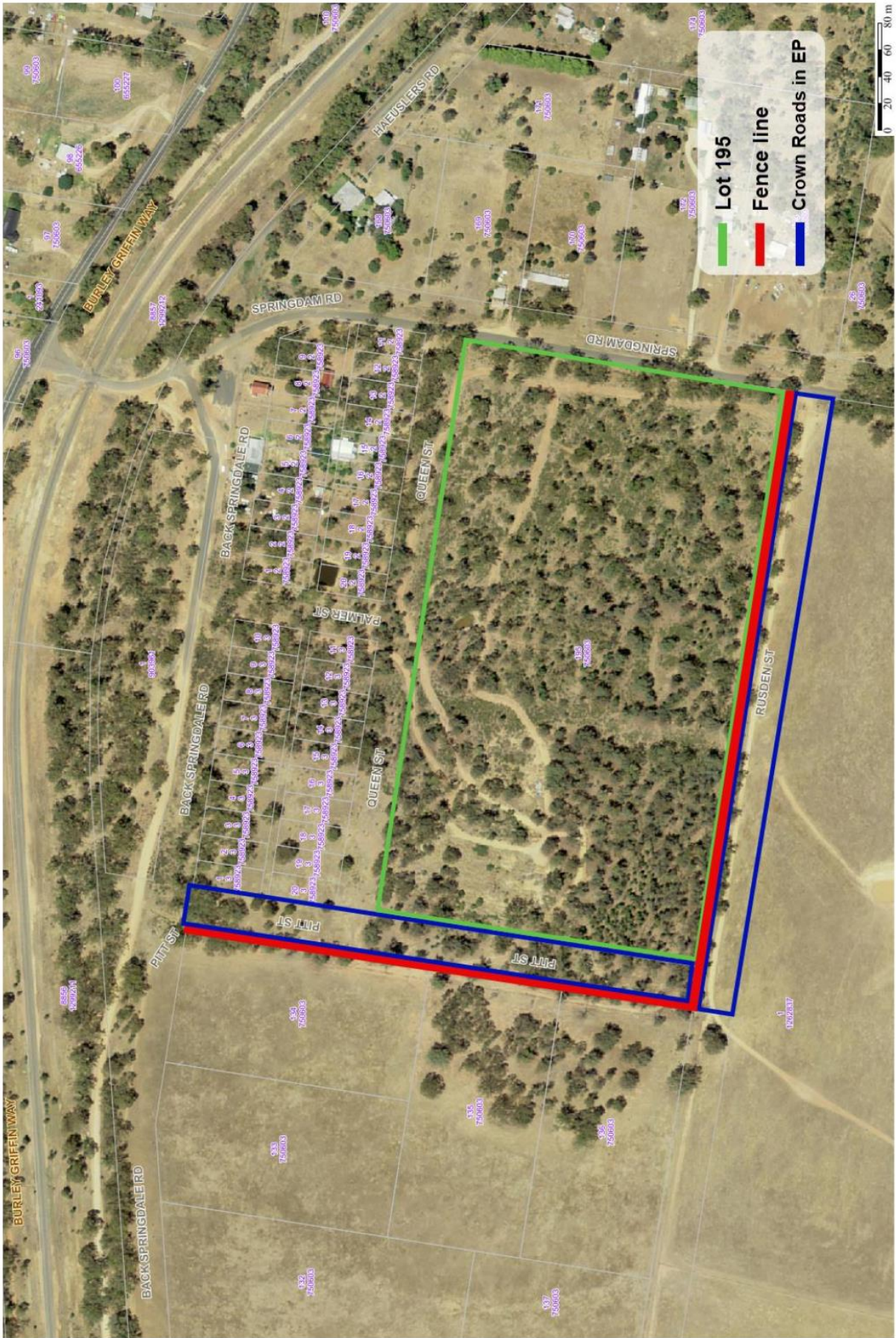
Seconded: Cr Ken Smith

That the Committee recommend to Council to cease the enclosure permit in relation to Rusden Street and make application to NSW Crown Lands to have Pitt Street transferred to Council.

CARRIED

Report by Amanda Colwill

Figure 1:



Department of Planning, Housing and Infrastructure



Your ref: DOC24/084192

Subject: Changes to your Crown Land Enclosure Permit account

Dear Customer,

You are receiving this letter to advise of changes to your enclosure permit account, effective from 1 July 2024.

Under the *Crown Lands Management Act 2016* (the Act), Crown Lands is required to apply minimum rent for enclosure permits, which is currently \$595 as at April 2024. Crown Lands has previously applied a concession to your enclosure permit. From 1 July 2024, concessions will be phased out and minimum rent will be applied to your account.

Minimum rent ensures that tenure holders who benefit from the use of Crown land pay a reasonable return on behalf of the people of NSW and ensures enclosure permit rental complies with the Act to provide a consistent, fair, and transparent approach to applying rent.

What does this mean for you?

To support you with this change, your account will be adjusted over a two-year period as follows:

	Current Rent	Year 1 1 Jul 24 – 30 Jun 25	Year 2 1 Jul 25 – 30 Jun 26
Total	\$173.00*	\$295.00*	\$595.00*

**Please note these figures are as at April 2024 and will be subject to change for CPI adjustments; this will be reflected on your invoice.*

What happens next?

Year 1 rent will be applied to annual invoices due on or after the 1 July 2024. Invoices will be issued three weeks before payment is due. In addition, an updated enclosure permit reflecting the new rental will be sent to you in July.

6 Stewart Avenue Newcastle West NSW 2302
 PO Box 2185 Dangar NSW 2309 Tel: 1300 886 235
 Category A

www.crownland.nsw.gov.au 1
 ABN: 20 770 707 468

Department of Planning, Housing and Infrastructure



If you have recently applied to amend or cancel your enclosure permit, please be advised that Crown Lands is currently processing your request and will be in contact with you shortly.

We are here to help

We understand the past few years may have been difficult for many of our customers, and we are here to provide support. If you are unable to pay the amount, we encourage you to contact us on 1300 886 235, and select option 1. We can talk to you confidentially about your personal circumstances and discuss options for assistance, including 12-month payment plans or changes to your billing frequency.

You can also find additional information at www.crownland.nsw.gov.au under the Resources/Financial assistance tab.




Update your details


If your contact details have changed, you can update them at www.crownland.nsw.gov.au under the Resources/ Forms & Applications/ Update my Details tab.

If you would like further information, please refer to the enclosed *Enclosure Permit Minimum Rent Changes* document or scan the below QR Code.

Need help?

Contact one of our friendly staff today:

-  customerservice@crownland.nsw.gov.au
-  [1300 886 235, option 1](tel:1300886235)
-  www.crownland.nsw.gov.au



Yours sincerely,

Sam Williams
Director Customer Services and operations
Crown Lands and Public Spaces

4.4 GRANT APPLICATION - REGIONAL HOUSING STRATEGIC PLANNING FUND

File Number: REP24/1106
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

A grant application has been submitted by Council officers under the NSW Government's Regional Housing Strategic Planning Fund. The nominated project is the Temora North Housing Precinct Study and Plan. If successful to receive funding, the project will investigate the opportunities for infill residential development on the northern fringe of Temora, including analysis of site constraints, existing infrastructure, requirements for infrastructure extension, additional stormwater management and managing setbacks from the sewerage treatment plant and waste management facility. This project is identified within the Temora Local Housing Strategy.

Due to the grant application being due on 22 November 2024, Council staff were unable to seek approval from Council to submit the application prior to Council considering reports at their first Council business meeting on 28 November 2024.

If Council were to be successful in receiving funding for this project, this will be reported to Council to formally accept any funding offered.

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

Temora Local Environmental Plan 2010

Options

N/A

Budget Implications

If the application is successful, Council officers' time will be required to assist the selected consultants to deliver the project. No specific budget allocation is required for this project.

Risk Implications

N/A

COMMITTEE RESOLUTION 106/2024

Moved: Cr Belinda Bushell

Seconded: Cr Ken Smith

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

CARRIED

4.5 GRANT APPLICATION - CLUBS GRANTS - TEMORA RECREATION CENTRE

File Number: REP24/1118
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

A grant application has been submitted by Council officers under the NSW Government's Clubs Grants – Infrastructure. The nominated project is the installation of the Temora Recreation Centre Ventilation System will provide upgrade to Air-Conditioning and Installation of Ventilation System (mechanical louvres) to enable air circulation and cooling of the existing indoor sports facility.

Due to the grant application being due on 25 November 2024, Council staff were unable to seek approval from Council to submit the application prior to Council considering reports at their first Council business meeting on 28 November 2024.

If Council were to be successful in receiving funding for this project, this will be reported to Council to formally accept any funding offered.

Council has a budget allocation of \$60,000 within the 2025/26 budget to contribute towards the proposed upgrades at the Temora Recreation Centre.

Integrated Planning and Reporting

Community Strategic Plan Theme 1: Enhancing our quality of life

Strategy 3.4 A community that offers opportunities for sport and recreation

Council Policy/Legislation

Local Government Act 1993

Options

N/A

Budget Implications

If the application is successful, Council will contribute the allocated budget towards project delivery/

Risk Implications

N/A

Cr Belinda Bushell declared a pecuniary interest in relation to item REP24/1118, due to being an executive member of Temora Basketball Association.

Cr Belinda Bushell left the meeting at 2:12pm and took no further part in the discussion.

COMMITTEE RESOLUTION 107/2024

Moved: Cr Ken Smith

Seconded: Cr Nigel Judd

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

CARRIED

Cr Belinda Bushell returned to the meeting at 2:16pm.

4.6 DE BOOS STREET MASTER PLAN

File Number: REP24/1154
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

At the November Assets and Operations Committee Meeting, Committee members considered a report on the draft De Boos Street Master Plan. At the meeting, the Committee resolved to recommend to Council that:

1. The draft De Boos Street Master Plan be amended with consideration of items discussed prior to being placed on public exhibition, including consultation via mail with all directly affected landowners, schools and school community and
2. Receive a future report on the outcome of the public exhibition.

Council officers have reported the feedback received at that meeting to the consultants preparing the draft Master Plan, who have provided the following responses to the matters raised:

- *Shorten up landscaping areas on Loftus Street and De Boos Street near Council building. Only one tree and ensure that any landscaping does not block the view of motorists.*

The kerbed blisters on approach to the roundabout on each leg, have been reduced to provide additional parking. The kerbed blisters departing the roundabout have been reduced marginally as much as practical, ensuring that the kerbed blisters are protecting the parked vehicles in the angled parking. Additionally, NSW Road Rules, prohibit parking within 10m of a unsignalised intersection or pedestrian crossing, any closer then where the angled parking is currently designed it can become a safety hazard for road users.

- *Consider parking for hearses beside churches and avoid placing accessible parking spaces where hearse parking is required for funerals - may be an issue near Sacred Heart Catholic Church.*

Option 2.3 includes a new mountable kerbed blister for the Herse to stop and load whilst still being protected from through traffic on Loftus Street (similar to the Town Hall Theatre loading zone)

- *Option to remove existing trees on De Boos Street and extend the footpath on the western side as well (opposite Temora Public School) to avoid trees being planted on the road area. Correct. Try for the same treatment on the west side as the east side. Move kerb out slightly to get trees behind.*

Kerb on west side of De Boos St has been extended similar to east side of De Boos St. Existing trees to be removed and new trees planted behind new kerb extension. The Option 2.3 design retains the angled parking with new vegetation in the nature strip behind the kerb.

- *Access by a B-Triple Road Train – using a template through the roundabout (no turning) and a B Double turning. Council concerned with when Hoskins Street is detoured or Loftus Street is used for trucks.*

B-Triple Road Train turn paths through the roundabout have been checked on all legs and pass without impact to the proposed kerb. B-Double heavy vehicle turns paths checked on all legs both left and right and pass without impact to proposed kerb. (Variations to the annulus size and circulating traffic lane can be modified to suit in future design stages)

Extracts of the updated Master Plan are shown below:

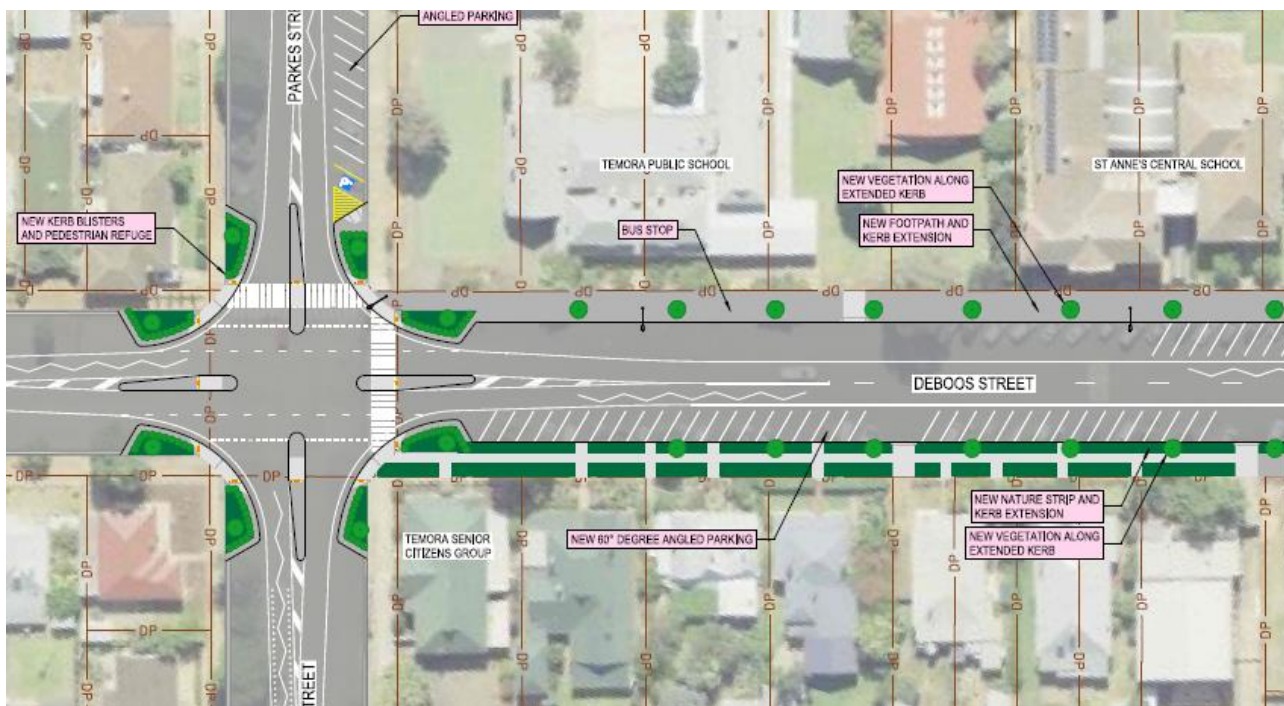


Figure 1: Updated plan to show new kerb and plantings behind the kerb on western side, as well as eastern side of De Boos Street

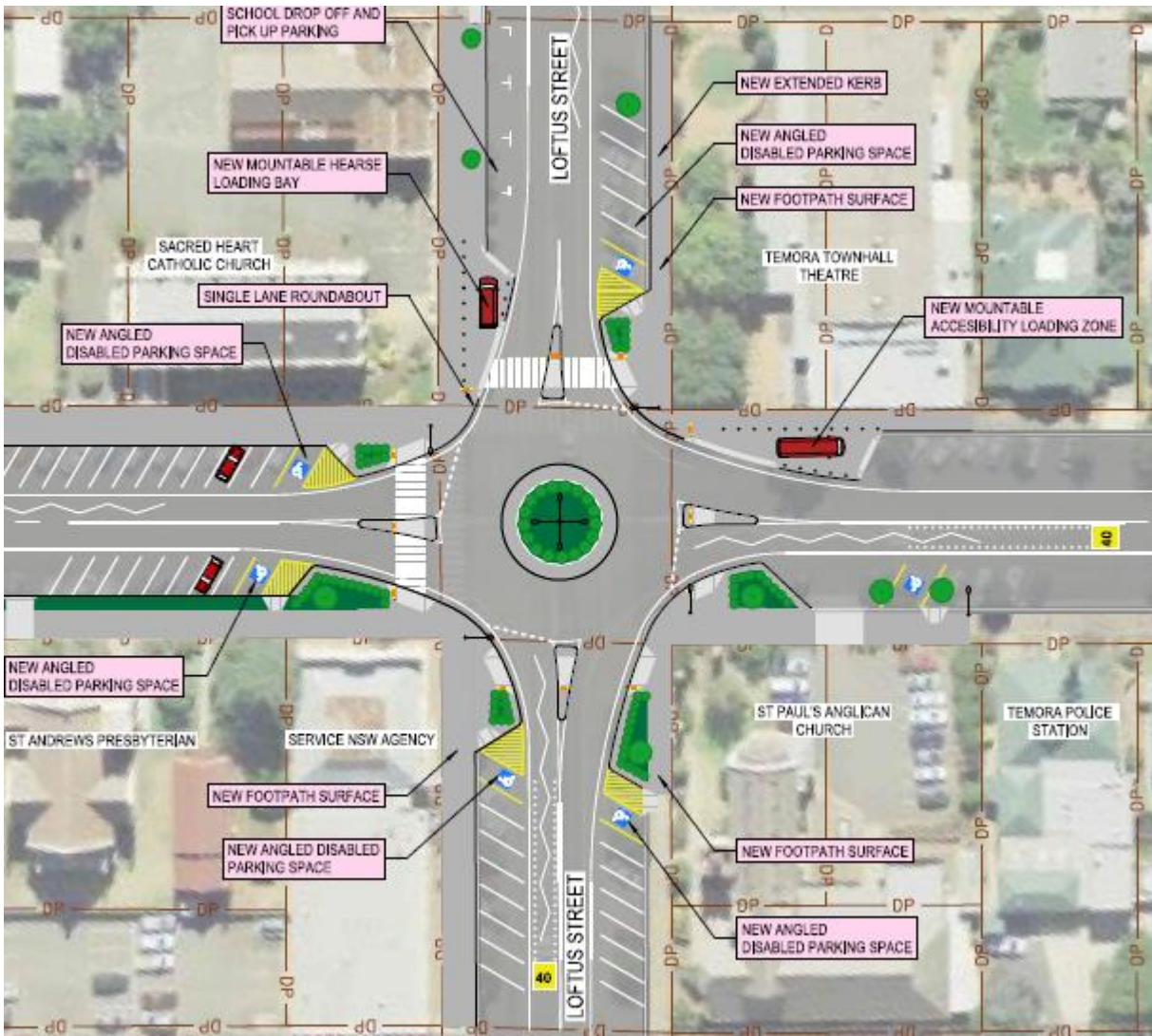


Figure 2: Update plan to show reduced size of kerb blisters and new parking area beside Catholic Church



Figure 3: B-Double left turn swept path at intersections

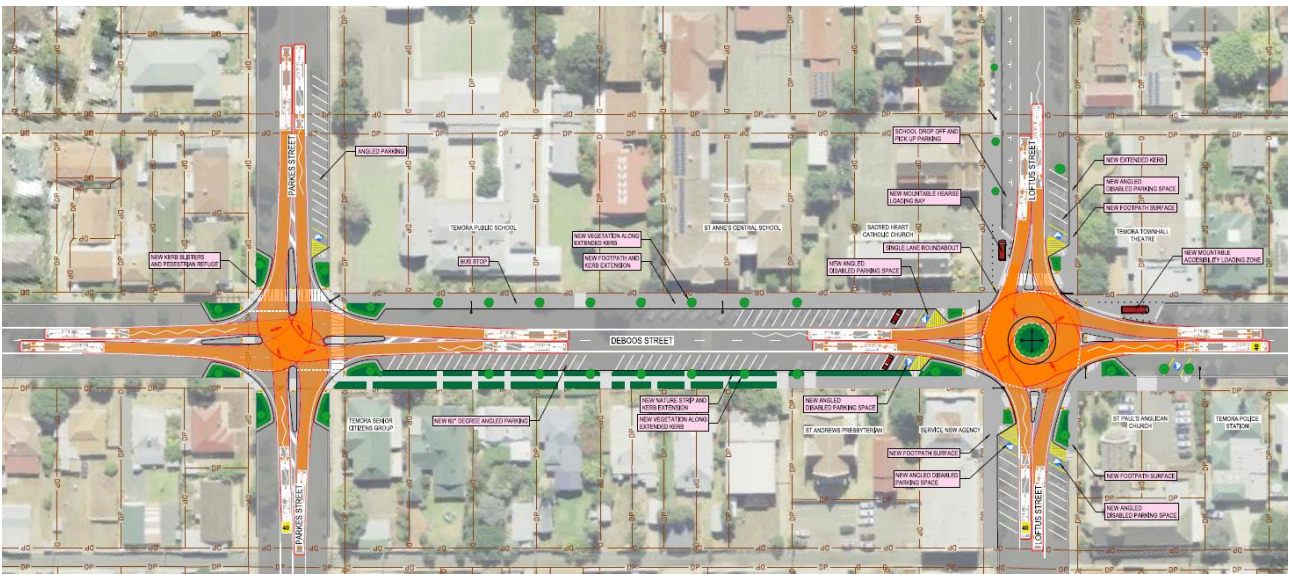


Figure 4: B-Double right turn swept path at intersections

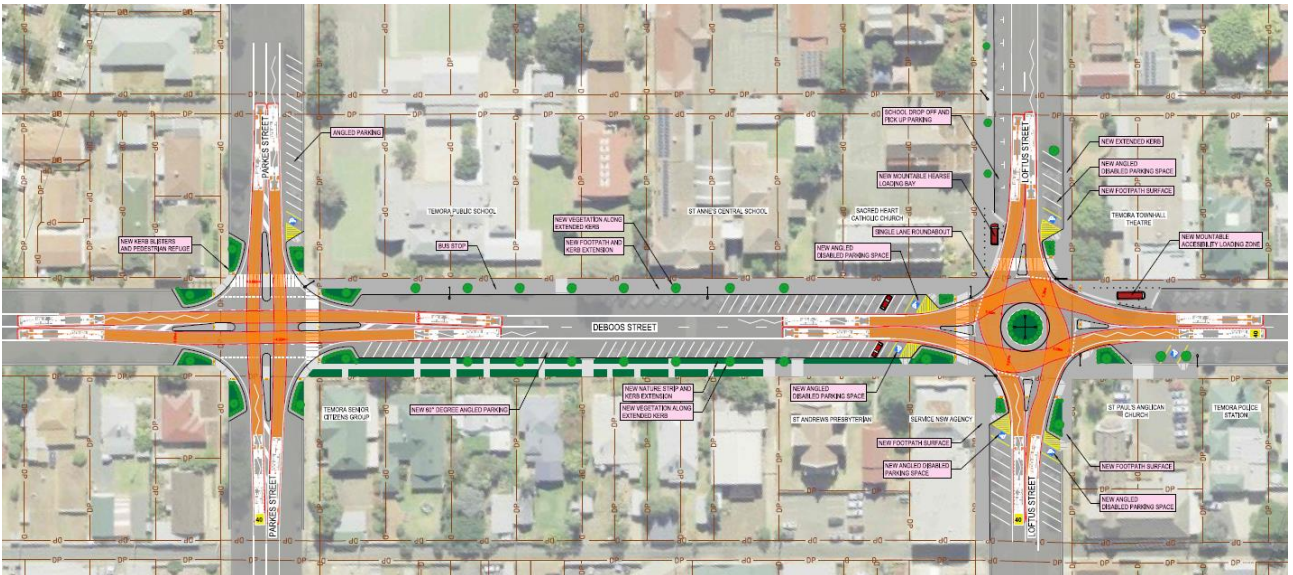


Figure 5: B-Double through movement swept path at intersections

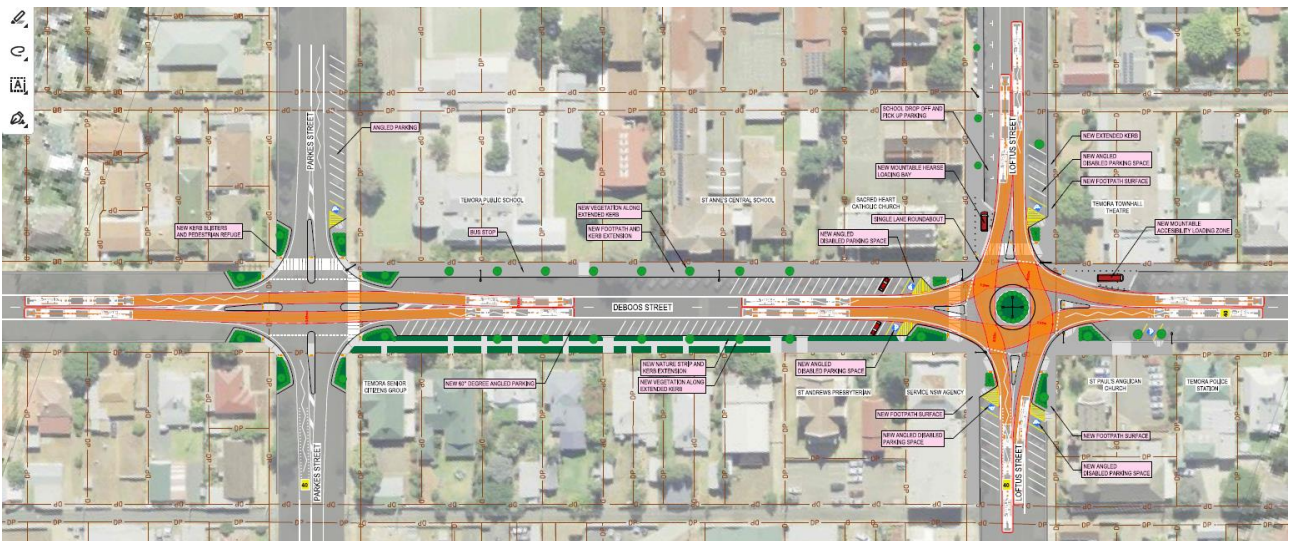


Figure 6: B-Triple through movement swept path at intersections

Discussion

The Draft De Boos Street Master Plan has been updated to respond to the preliminary feedback received from Councillors. The draft plan is now at the stage where Community consultation should commence including affected landowners, the school and church communities, and the general public.

Integrated Planning and Reporting

Community Strategic Plan Theme 4: Enjoying our beautiful environment
Strategy 4.2 A community that enjoys appropriate urban infrastructure

Council Policy/Legislation

Local Government Act 1993

Options

The Committee has the opportunity to recommend that the amended plan commence public exhibition, or the option to request further updates to the plan prior to commencing public exhibition.

Budget Implications

The preparation of the Draft De Boos Street Master plan is included within Council's budget

Risk Implications

N/A

COMMITTEE RESOLUTION 108/2024

Moved: Cr Belinda Bushell

Seconded: Cr Anthony Irvine

That the Committee resolved to recommend to Council to place the amended draft De Boos Street master plan on public exhibition and receive a future report following completion of exhibition.

CARRIED

4.7 AUTOMATED ACCESS ASSESSMENT PROGRAM - HEAVY VEHICLES

File Number: REP24/1177
Author: Engineering Technical Officer
Authoriser: Engineering Asset Manager
Attachments: 1. Presentation
2. Data Sharing Agreement

REPORT

Transport for NSW (TfNSW) recently provided a briefing session to NSW Councils on a new Heavy Vehicle Automated Access Assessment Program TfNSW wish to implement in the future in conjunction with the National Heavy Vehicle Regulator (NHVR). A data collection initiative is the first stage of the automated access process and TfNSW are seeking Council participate in sharing our available transport asset data with TfNSW and the NHVR. As part of the data collection process TfNSW has proposed an MoU between interested parties regarding the sharing of data for Councils consideration.

The details of the program are included in the attached presentation.

COMMITTEE RESOLUTION 109/2024

Moved: Cr Belinda Bushell
Seconded: Cr Anthony Irvine

That the Committee recommend that Council participate in the Automated Access Assessment Program for Heavy Vehicles.

CARRIED

Report by Amanda Colwill



Transport for NSW

Automated access for heavy vehicles in NSW

Scott Greenow, A/Executive Director, Freight Branch



transport.nsw.gov.au

Acknowledgment
of Country

Transport pays respects to Elders past and present and recognise and celebrate the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of NSW.




01

Automated access – what is the rationale?

3

Our vision for NSW roads:

 **Safe**
Setting NSW freight transport on a path to zero road trauma by 2050

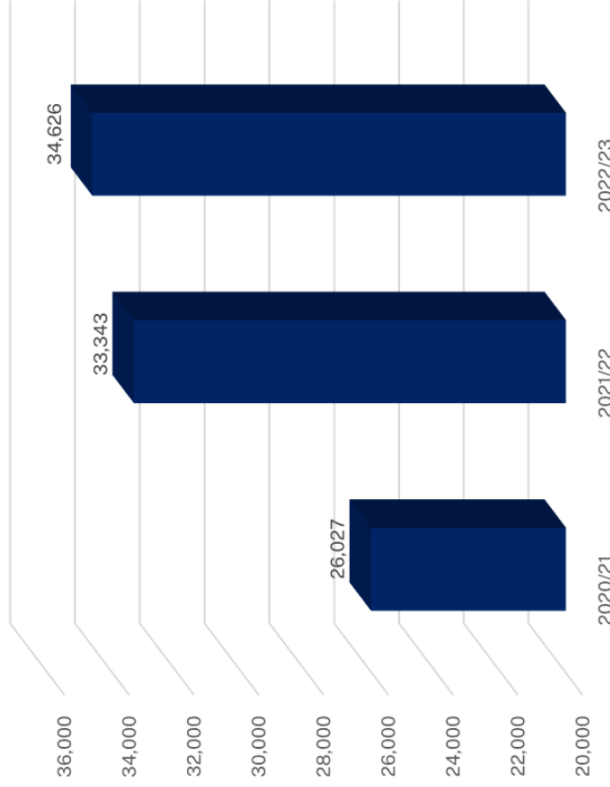
 **Sustainable**
Freight transport that delivers net zero emissions by 2050

 **Productive**
Optimised connected, end to end networks

What is automated access and why do we need it?

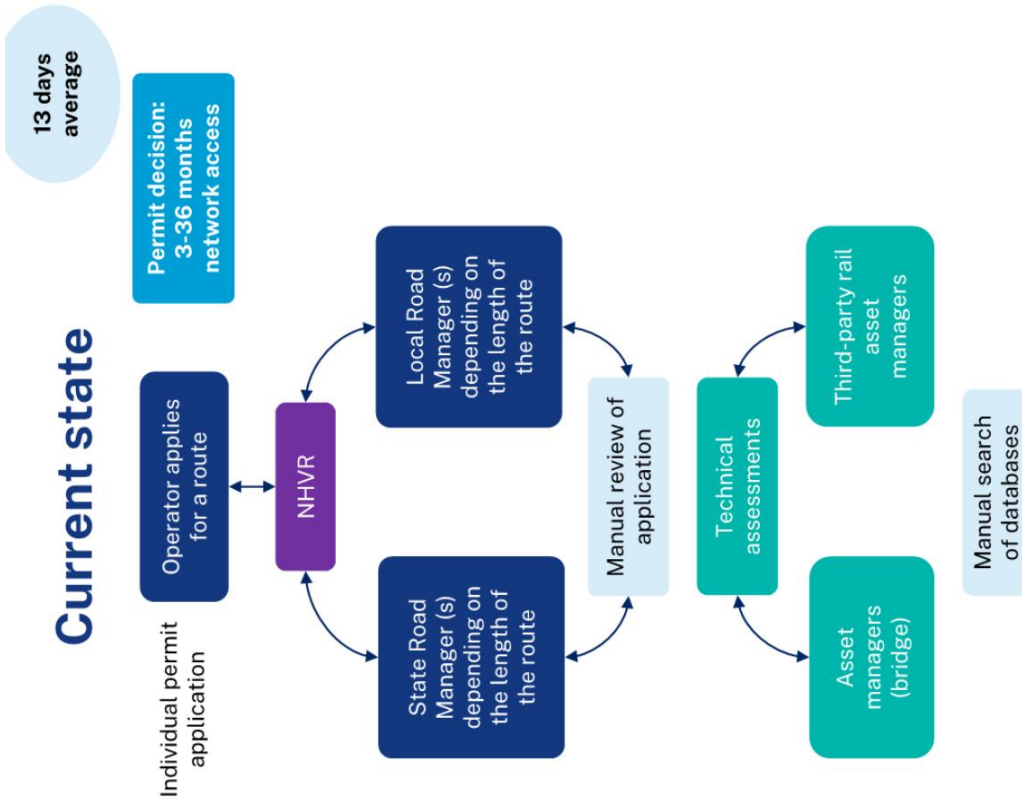
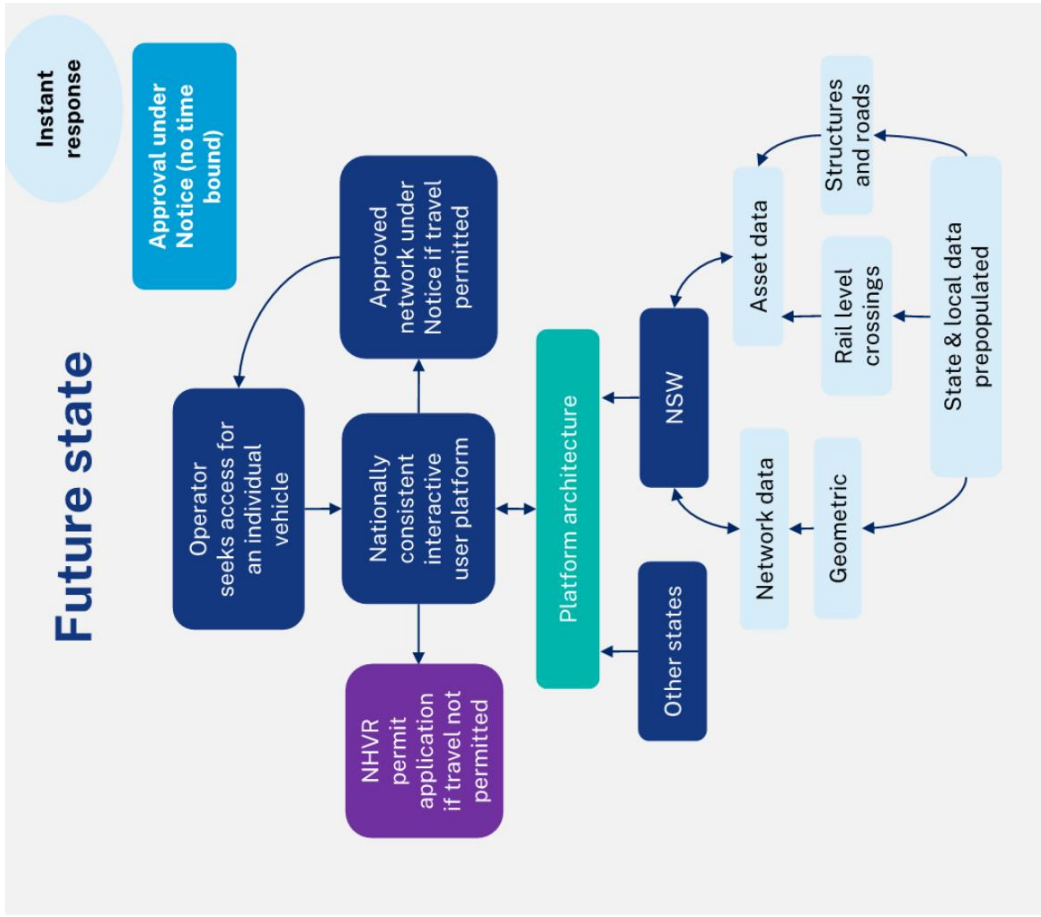
- Automating access decisions to reduce processing time and administrative costs reduces burden on Council and provides certainty for industry helping to drive new vehicle investment.
- Efficiency of the heavy vehicle industry is impacted by the consent application process.
- Application and consent request volumes are rising and increasing in complexity.
- Automated access rapidly compares vehicle characteristics against network capability.
- Saves time and money while increasing quality and consistency in decision making.

Application Data – All Road Managers NSW



The growing freight task

Source: Data extracted from the National Heavy Vehicle Regulator portal on 1 September 2023



National Automated Access System (NAAS)

- Austroads has been tasked with the implementation of a national automated access system.
- NSW is supporting the National Automated Assessment System (NAAS) through the implementation of a Heavy Vehicle Access Management System (HVAMS) and related projects.
- A shared commitment to improving the efficiency of road network access, resulting in a significant reduction in the number of permits.



What NAAS will offer



Industry	Road Managers	Asset Owners	Community
<ul style="list-style-type: none"> Simple, immediate, self-service network access Certainty of access encourages greater use of safer, innovative and more productive vehicle types Maximum sustainable access provided Reduced administrative costs compared to permits 	<ul style="list-style-type: none"> Detailed understanding of asset capability Improved quality and timeliness of access outcomes Reduced administrative burden and resource cost Sophisticated risk-based approach to network management Resilient and responsive network 	<ul style="list-style-type: none"> Maximum sustainable use of the infrastructure Evidence based demand driven network investment prioritisation Risk based network maintenance Improved road safety outcomes and planning based on trend analysis 	<ul style="list-style-type: none"> Improved road safety outcomes Improved amenity and place-making Improved economic outcomes Reduced environmental impact from freight movement

Improved user experience for stakeholder groups



Local government is key

In NSW, 90% of the road network is managed by local government and 10% of the road network is managed by state government.

~ 20,000 road bridges in NSW managed by local and state governments and Rail Infrastructure Managers.

Under HVAMS, local road managers retain control over access decision making.

	State road access	Local road access
Heavy vehicle		
26 metre B-double vehicle	About 99%	About 20%
2A PBS vehicle	About 98%	About 1%

"We are extremely satisfied with the collaboration between Department of State Growth and Council/s [and Industry]. It has greatly decreased the number of permit requests (through the creation of Access Notices), and it has increased our knowledge of our assets, making our decision-making on permit requests much easier and quicker."

Local council in Tasmania on HVAMS

"The HVAMS framework has significantly reduced our uncertainty and risk around permitting heavy vehicle access on our road networks, particularly in relation to our bridge infrastructure. The process has also increased our understanding of our bridge assets and their load capacity. HVAMS has also significantly decreased our NHVR permit burden, in terms of the number of permits, as well as the time and other resources required for decision making."

City of Launceston

"After witnessing the exponential improvement in road access for cranes across Tasmania firsthand, CICA is extremely impressed with the performance of the HVAMS approach to both State and local road access. The system caters for the needs of the industry by providing fast, reliable and certain access decisions, allowing crane owners to focus on meeting the needs of onsite construction and lifting requirements."

Brandon Hitch (CEO) - Crane Industry Council of Australia

Data collection process:

- Expand data collection initiative to a further 30 Local Government Areas (LGA's)
- Data collection will be completed in two groups operating in parallel
- Specialist engineering services partners will be engaged to support councils
- Data collected will be used to support the rollout of the National Automated Access System (NAAS)

Group 1- 18 Local Government Areas

Northern NSW	Southern NSW	Western NSW
Inverell	Snowy Valleys	Bourke
Gwydir	Bega Valley	Central Darling
Coffs Harbour	Temora	Balranald
Armidale Regional	Narrandera	Liverpool
Kempsey	Lockhart	Campbelltown
Glen Innes Severn	Leeton	Coonamble

Group 2 - 12 Local Government Areas

Northern NSW	Southern NSW	Western NSW
Tweed	Coolamon	Cumberland
Tenterfield	Upper Lachlan Shire	Wentworth
Kyogle	Hay	Gilgandra
Walcha	Yass Valley	Bogan



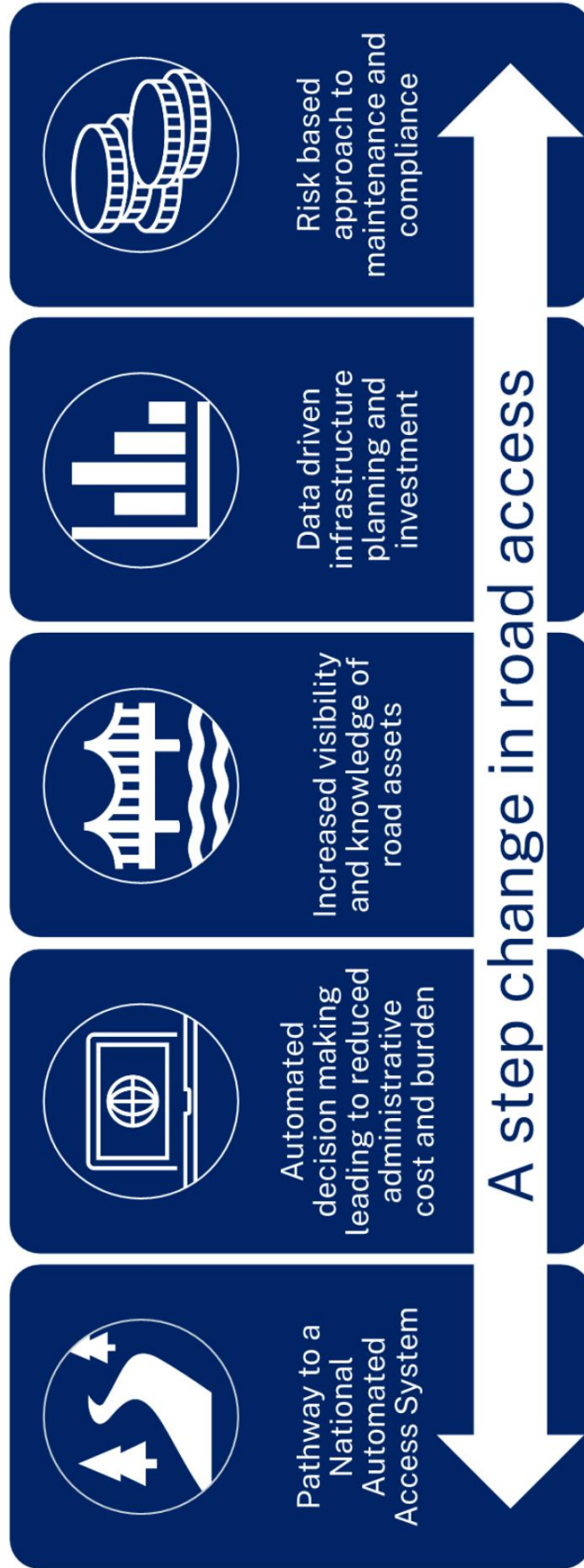
Local government area selection process

- Providing the most meaningful network within the scale of the pilot.
- Assessing recent historical data on permit volumes for Performance Based Standards (PBS) vehicles.
- Analysis on the total number and outcome of PBS consents received for each NSW local council.
- Potential opportunity to expand the PBS 2A, 2B network.

Group 1 Councils - 18	Road Structures	Estimated Road Network (km)	Level Crossings	Rail Structures
Average per LGA	~140	~899	~10	~3

Group 2 Councils - 12	Road Structures	Estimated Road Network (km)	Level Crossings	Rail Structures
Average per LGA	~149	~621	~38	~2

Benefits of being involved



What's involved?

- Working with you to collect data and develop 'pre-assessment data' to inform system development.
- Data collection funded by Transport for NSW and supported by specialist engineering advisory services, including leveraging data collected through the NHVR's Strategic Local Government Asset Assessment Program (SLGAAP) or examining existing Council data sets
- Data will be stored and used to support the rollout of the National Automated Access System

Data pro-forma documents

TfNSW pro-forma master roads data:

Council	Suburb/Locality	Corridor	Segment	Segment Location Easting Start Point	Segment Location Easting End Point	Segment Location Easting Northing Start Point	Segment Location Easting Northing End Point	Road number	Road Name	Road Type	Road Suffix	Carrivageway Code	Admin Class	Admin Region
Council/Road Manager where road is located	Town Segment Located	Road corridor segment is located on	Segment Identifier	Map GPS Coordinates, can be identified using Google Map example: -34.31387 Measured from last intersection, structure, level X	Map GPS Coordinates, can be identified using Google Map example: -34.31387 Measured from last intersection, structure, level X	Map GPS Coordinates, can be identified using Google Map example: 147.467578 Measured from last intersection, structure, level X	Map GPS Coordinates, can be identified using Google Map example: 147.467578 Measured from last intersection, structure, level X	Unique numeric identifier used for a gazetted/registered route	Name of the road	Type of the road (hwy, rd, av, lane, etc.)	Road suffix	What is the carrivageway type	Admin classification (S = state, R = regional, L = local)	Admin region

Example of TfNSW Pro-forma Master Roads Data- for illustration purposes only

TfNSW pro-forma master structure data:

Council Location	Suburb/Locality	Road Location	Road Type	Rail Infrastructure Manager	Rail Line Section / Name	Asset Owner	Emergency Management	Bridge Name	Bridge Number	Bridge Description	Direction of Travel
Council/Road Manager where Asset is located	Town Structure Located	Name of the road	Type of the road (hwy, rd, av, lane, etc.)	What section is the Structure located - taken from relevant FIRMS TOC Manual	Who "owns" the asset	Who "responsible" for emergency	Name of bridge or structure	Bridge number or Council ID	Short description i.e. bridge over X river, Bridge over X rd.	Direction of travel this data is to be used for. If different allowances to different directions choose appropriate direction and create a second line item structure to cover other direction	

Example of TfNSW Pro-forma Master Structure Data- for illustration purposes only

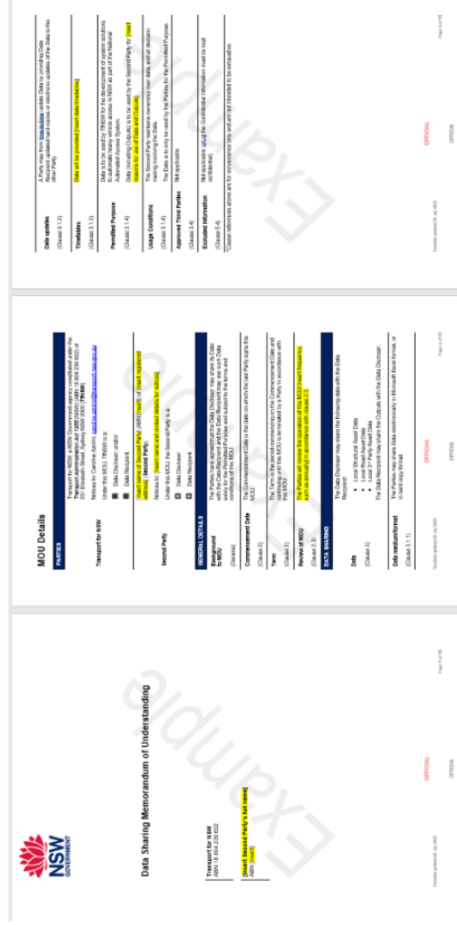
TfNSW pro-forma master level crossing data:

Council Location	Suburb / Locality	Road Location	Road Classification	Rail Network	all Network Owner/Asset Own	Rail Infrastructure Manager (RIM)	3rd Party	Rail Line Section / Name	Line Section Code	Rail Corridor	Level Crossing Existing	Level Crossing Morthing	Level Crossing ID
Council/Road Manager where Level Crossing is located	Town Level Crossing is located in	Road Level Crossing is located on	Public Local, Public State, Public Regional, Private Road, Service	The Network the Level Crossing is located in	Owner of Network	What section is the Structure located on - taken from relevant FIRMS TOC Manual	Who "owns" the asset	What section is the Level Crossing located on i.e. Venris Creek to Amidale	Designated Line Section Code used by RIM	Map GPS Coordinates, can be identified using Google Map example: -34.213877N	Map GPS Coordinates, can be identified using Google Map example: -34.213877N	Asset Identifier, may differ between parties and systems.	

Example of TfNSW Pro-forma Master Level Crossing Data- for illustration purposes only

Data Sharing Memorandum of Understanding

- Detailed data sharing agreement to protect information
- **Ownership of the data and decision making is retained by councils**
- Data will be used to populate the system to allow for automation to be developed.
- All data supplied will be stored securely.
- All data is to be used to support the NAAS development in collaboration with key stakeholders, e.g National Heavy Vehicle Regulator (NHVR).



Example Data Sharing Memorandum of Understanding - for illustration purposes only

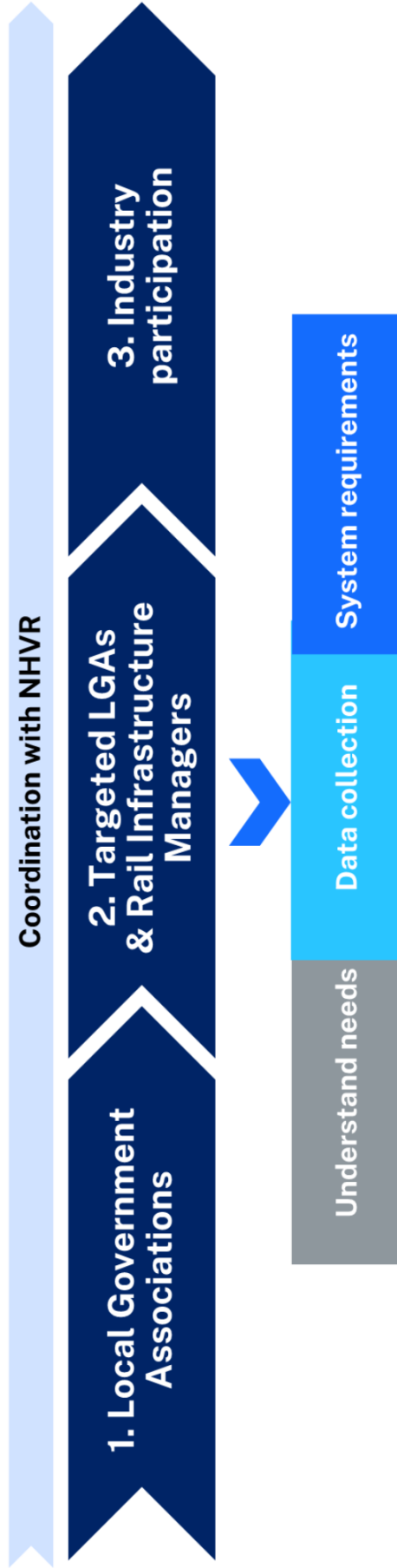
03

Next steps

17

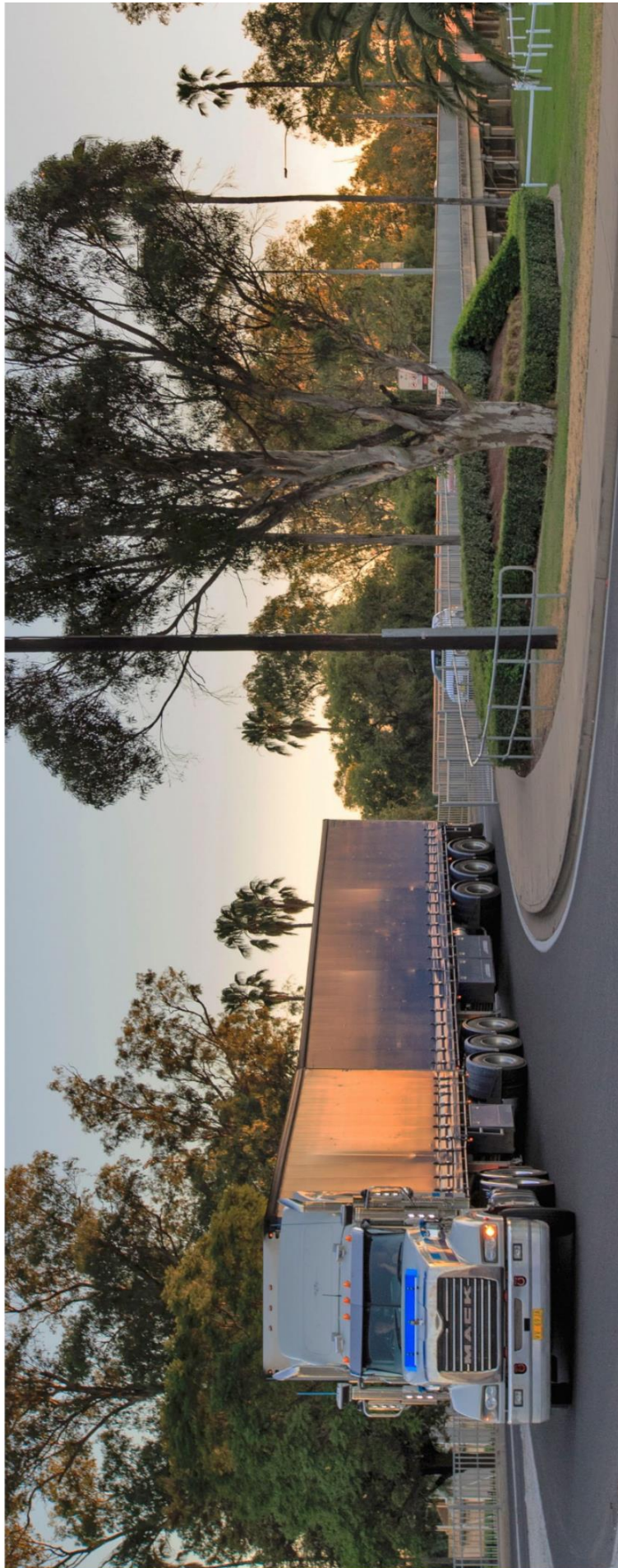
Collaborative approach to delivery

- Local government engagement
- Collaborating with stakeholders
- Working in partnership to develop and deliver an end to end, connected transport system across NSW



What we need from you

- Consolidate where possible, existing asset data
- Collaborate with Transport's engineering partners (including NHVR and Austroads) to build/enhance local road and structure asset data library
- **Council to maintain and update the currency and relevancy of data as required**





Data Sharing Memorandum of Understanding

Transport for NSW
ABN 18 804 239 602

Temora Shire Council
ABN 55 048 860 109

National Heavy Vehicle Regulator
ABN 48 557 596 718

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Template updated 20 July 2023

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MOU Details

PARTIES	
Transport for NSW	<p>Transport for NSW, a NSW Government agency constituted under the <i>Transport Administration Act 1988</i> (NSW) (ABN 18 804 239 602) of 231 Elizabeth Street, Sydney NSW 2000 (TfNSW).</p> <p>Notices to: Caroline Azolini, caroline.azolini@transport.nsw.gov.au</p> <p>Under this MOU, TfNSW is a:</p> <p><input checked="" type="checkbox"/> Data Discloser; and/or</p> <p><input checked="" type="checkbox"/> Data Recipient.</p>
Second Party	<p>Temora Shire Council (ABN 55 048 860 109) of 105 Loftus Street, Temora, NSW, 2666 (Second Party).</p> <p>Notices to:</p> <p>Under this MOU, the Second Party is a:</p> <p><input checked="" type="checkbox"/> Data Discloser</p> <p><input checked="" type="checkbox"/> Data Recipient.</p>
Third Party	<p>National Heavy Vehicle Regulator, a statutory body corporate established under the Heavy Vehicle National Law Act 2012 (Qld) (ABN 48 557 596 718) of Floor 3, 76 Skyring Terrace, Newstead Qld 4006 (NHVR) (Third Party).</p> <p>Notices to: David White, roadasset.project@nhvr.gov.au</p> <p>Under this MOU, the Third Party is a:</p> <p><input checked="" type="checkbox"/> Data Discloser; and/or</p> <p><input checked="" type="checkbox"/> Data Recipient.</p>

GENERAL DETAILS	
Background to MOU (General)	The Parties have agreed that the Data Discloser may share its Data with the Data Recipient and the Data Recipient may use such Data solely for the Permitted Purpose and subject to the terms and conditions of this MOU.
Commencement Date (Clause 2)	The Commencement Date is the date on which the last Party signs this MOU.
Term (Clause 2)	The Term is the period commencing on the Commencement Date and continuing until this MOU is terminated by a Party in accordance with this MOU.
Review of MOU (Clause 2.3)	The Parties will review the operation of this MOU annually in accordance with clause 2.3.

DATA SHARING

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Data (Clause 3)	<p>The Data Discloser may share the following data with the Data Recipient:</p> <ul style="list-style-type: none"> • Local Structural Asset Data • Local Road Asset Data • Local 3rd Party Asset Data • Storage Systems and Processes <p>The Data Recipient may share the Outputs with the Data Discloser.</p>
Data medium/format (Clause 3.1.1)	The Parties may share Data electronically in Microsoft Excel format, or in hard copy format.
Data updates (Clause 3.1.2)	A Party may from time to time update Data by providing Data Recipient updated hard copies or electronic updates of the Data to the other Party.
Timetables (Clause 3.1.3)	Data will be provided on request by a Party and where available following schedule alignment during initial consultation stages.
Permitted Purpose (Clause 3.1.4)	<p>Data is to be used by TfNSW and the Third Party for the development of system solutions to automate heavy vehicle access in NSW as part of the National Automated Access System.</p> <p>Data (including Outputs) is to be used by the Second Party for the development of system solutions to automate heavy vehicle access in NSW as part of the National Automated Access System and the updating and improvement of locally held and owned asset data</p>
Usage Conditions (Clause 3.1.4)	<p>The Second Party maintains ownership over data, and all decision making involving the Data.</p> <p>The Data is to only be used by the Parties for the Permitted Purpose.</p>
Approved Third Parties (Clause 3.4)	Not applicable.
Excluded Information (Clause 5.4)	Not applicable (all of the Confidential Information must be kept confidential).

*Clause references above are for convenience only and are not intended to be exhaustive.

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Terms and Conditions

The Parties agree:

1. Definitions and interpretation

1.1 In this MOU:

Approved Third Parties means any third party identified as such in the MOU Details or as otherwise approved by the other Parties in writing.

Business Day means a day other than a Saturday, Sunday or gazetted public holiday in New South Wales, Australia.

Confidential Information means all information disclosed to a Party (**Recipient**) by, or which is otherwise acquired directly or indirectly by the Recipient from, another Party (**Discloser**), or any person acting on behalf of the Discloser, for or in connection with this MOU, the Permitted Purpose, or any ancillary purpose, including:

- (a) all Data and Intellectual Property in the Data (if any); and
- (b) information which:
 - (i) is designated or indicated as being the proprietary or confidential information of the Discloser, or a third party to whom the Discloser owes an obligation of confidentiality;
 - (ii) by its nature or the circumstances surrounding its disclosure, could reasonably be expected to be confidential to the Discloser or a third party to whom the Discloser owes an obligation of confidentiality;
 - (iii) is derived or produced partly or wholly from the Confidential Information, including any calculation, conclusion, summary or computer modelling; or
 - (iv) constitutes trade secrets or information which is capable of protection at law or in equity as confidential information,

whether or not the information:

- (c) is a copy of an original;
- (d) was disclosed orally, in writing or in electronic or machine readable form; or
- (e) was disclosed or created before, on or after the Commencement Date.

Commencement Date means the relevant date specified as such in the MOU Details.

Commissioner means the NSW Privacy Commissioner or the Australian Information Commissioner (as applicable).

Data means any materials, information or data (including metadata) of the Data Discloser (including as described in the 'Data' row of the MOU Details) provided, obtained or made available by or on behalf of the Data Discloser to the Data Recipient under or in connection with this MOU or the Permitted Purpose, in whatever form and including any Personal Information.

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Data Breach has the meaning given in clause 9.1.

Data Discloser means the relevant Party (or Parties) disclosing its (or their) Data under this MOU, as set out in the MOU Details.

Data Recipient means the relevant Party (or Parties) receiving Data from another Party (or Parties) under this MOU, as set out in the MOU Details.

Discloser has the meaning given in the definition of Confidential Information.

Eligible Data Breach has the meaning given to the term in the Privacy Laws and includes any 'notifiable data breach' (or similar) under the Privacy Laws.

Excluded Information means Confidential Information which is specified in the MOU Details as 'Excluded Information'.

Government Agency means any of the following:

- (a) a government sector agency (within the meaning of the *Government Sector Employment Act 2013* (NSW));
- (b) a New South Wales Government agency;
- (c) any other public authority that is constituted by or under an Act or that exercises public functions for or on behalf of the State of New South Wales (other than a State owned corporation); or
- (d) any State owned corporation prescribed by regulations under the *Public Works and Procurement Act 1912* (NSW).

GST Law means the *A New Act System (Goods and Services Tax) Act 1999* (Cth).

Intellectual Property or **IP** includes all rights in relation to copyright, inventions, plant varieties, trademarks, designs, patents and all other rights resulting from intellectual activity in the industrial, scientific, literary or artistic fields including trade secrets and know-how.

Laws means any legally binding law, legislation, statute, act, regulation, subordinate legislation, rule, by-law, order, proclamation, decree, ordinance, directive or code which is enacted, issued or promulgated from time to time in any relevant jurisdiction (including the Commonwealth or any State or Territory government) and any applicable common law and rule or principle of equity.

MOU means this MOU, including the MOU Details, clauses 1 to 18 and any attachments or documents incorporated into this MOU by reference.

MOU Details means the section of this MOU headed 'MOU Details'.

Outputs has the meaning given in clause 7.1.

Party means any of the parties to this MOU as set out in the MOU Details (and **Parties** means all of them).

Permitted Purpose means the purpose set out in the MOU Details, for which the Data Discloser may share the Data with the Data Recipient and the Data Recipient may use and disclose the Data in accordance with this MOU.

Personal Information has the meaning given to that term in the Privacy Laws.

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Privacy Laws means the *Privacy and Personal Information Protection Act 1998* (NSW), the *Health Records and Information Privacy Act 2002* (NSW), to the extent applicable to TfNSW or Data disclosed by TfNSW the *Privacy Act 1988* (Cth), and any other applicable legislation with similar objectives, together with any ancillary rules, guidelines, orders, directions, directives, codes of conduct or other instruments made or issued under legislation, as amended from time to time.

Recipient has the meaning given in the definition of Confidential Information.

Security Requirements means the security requirements set out in the MOU Details, including as set out in any codes, policies and standards referred to in the MOU Details, and any other requirements agreed between the Parties (acting reasonably) from time to time.

Systems means the combination of hardware, software, systems and network infrastructure and services used by the relevant Party from time to time.

Term means the period commencing on the Commencement Date and continuing for the term of this MOU, as set out in the MOU Details.

TfNSW Cluster means TfNSW, the State Transit Authority of NSW, Sydney Ferries, Sydney Metro, Sydney Trains, NSW Trains, any other government agency or department that currently forms, may in the future form, part of the NSW Government's Transport cluster portfolio.

Usage Conditions means any additional conditions or requirements in respect of the Data Recipient's use of the Data set out in the MOU Details. Any further conditions or requirements cannot be imposed unless the the NHVR first provides written acceptance.

Virus means a computer program, code, device, product, component or file that threatens or is designed to threaten the security, integrity or performance of a Party's Systems, data or operations, and includes computer viruses, worms, trojan horses, spyware, malware and adware.

- 1.2 In this MOU, unless expressed to the contrary:
- 1.2.1 a reference to Data Discloser or Data Recipient is a reference to the relevant Data Discloser/s or Data Recipient/s in the context of the particular Data and the particular circumstances;
 - 1.2.2 words denoting the singular include the plural and vice versa;
 - 1.2.3 the word 'includes' in any form is not a word of limitation;
 - 1.2.4 no rule of construction applies to the disadvantage of the party preparing this MOU on the basis that it prepared or put forward this MOU or a part of it;
 - 1.2.5 a reference to any document (such as a deed, agreement or other document) is to that document (or, if required by the context, to a part of it) as amended, novated, substituted or supplemented at any time;
 - 1.2.6 a reference to writing includes writing in digital form;
 - 1.2.7 a reference to a clause, schedule or attachment is a reference to a clause, schedule or attachment in or to this MOU;
 - 1.2.8 words and expressions not defined in this MOU but which have a defined meaning in the GST Law have the same meaning as in the GST Law; and

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- 1.2.9 a reference to a person includes a firm, partnership, joint venture, association, corporation or other body corporate and the legal personal representatives, successors and permitted assigns of that person, and in the case of a trustee, includes any substituted or additional trustee.
- 1.3 To the extent set out in the MOU Details, a Party to this MOU may be a Data Discloser; and/or a Data Recipient and multiple Parties to this MOU may be a Data Discloser and/or Data Recipient. Accordingly:
- 1.3.1 each Data Recipient must comply with the obligations in this MOU applying to the Data Recipient to the extent such Party is acting in the capacity of a Data Recipient; and
- 1.3.2 each Data Discloser must comply with the obligations in this MOU applying to the Data Discloser to the extent such Party is acting in the capacity of a Data Discloser.

2. Term

- 2.1 This MOU commences on the Commencement Date, and continues for the Term, unless it is terminated earlier in accordance with its terms.
- 2.2 The Parties may agree in writing to extend the Term for any additional period.
- 2.3 If specified in the MOU Details, on the request of a Party, the Parties will review the operation of this MOU at the times and/or intervals set out in the MOU Details.

3. Data sharing

- 3.1 Subject to clause 3.2, the Data Recipient acknowledges that the Data Discloser may disclose Data to the Data Recipient (including on the request of the Data Recipient). The MOU Details may set out relevant details or arrangements in respect of how such Data will be disclosed, including:
- 3.1.1 the medium or format of the Data;
- 3.1.2 how the Data may be updated by the Data Discloser (if at all);
- 3.1.3 any anticipated timeframes in respect of the Data disclosure; and
- 3.1.4 the Permitted Purpose and any Usage Conditions in respect of the Data.
- 3.2 Nothing in this MOU requires the Data Discloser to make a disclosure to the Data Recipient (or to disclose in any particular manner), and the Data Recipient agrees that the Data Discloser is not liable for any delay or failure to do so.
- 3.3 To the extent the Data Recipient receives any Data, it must use such Data:
- 3.3.1 solely for the Permitted Purpose;
- 3.3.2 in compliance with any Usage Conditions; and
- 3.3.3 otherwise in accordance with this MOU and all applicable Laws.

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- 3.4 To the extent the Data Recipient receives any Data, subject to clause 7, the Data Recipient may disclose such Data to Approved Third Parties.

4. Intellectual Property

- 4.1 The Data Discloser is and remains the owner of all right, title and interest (including IP rights) in its Data.
- 4.2 Subject to the Data Recipient complying with its obligations under this MOU, the Data Discloser grants to the Data Recipient a non-exclusive, revocable, royalty-free, non-transferable licence during the Term to use, reproduce, modify and adapt the Data solely to the extent necessary to give effect to the Permitted Purpose.

5. Confidentiality

- 5.1 The Recipient of Confidential Information must:
- 5.1.1 keep such Confidential Information confidential and only disclose (or cause or permit the disclosure of) such Confidential Information as permitted by this MOU (such as disclosure to Approved Third Parties under clause 3.4) and for the Permitted Purpose;
 - 5.1.2 maintain custody of that Confidential Information and do everything necessary or prudent to safeguard the confidentiality of such Confidential Information and keep it protected from any use, disclosure or access that is inconsistent with this MOU;
 - 5.1.3 comply with the Discloser's reasonable directions relating to such Confidential Information;
 - 5.1.4 not use such Confidential Information to the Discloser's financial, commercial or competitive disadvantage;
 - 5.1.5 without limiting clause 8, implement sufficient and appropriate security practices against unauthorised copying, use and disclosure of such Confidential Information; and
 - 5.1.6 not copy such Confidential Information other than as strictly necessary for the Permitted Purpose.
- 5.2 Subject to clause 5.3, unless otherwise permitted by the Discloser in writing or by clause 3.4, the Recipient must only disclose the Confidential Information to:
- 5.2.1 those of its Personnel who have a need to know the Confidential Information for the Permitted Purpose, provided that (prior to disclosing the Confidential Information), the Recipient must make its Personnel aware of the confidential nature of the Confidential Information and ensure that they are subject to obligations of confidentiality no less onerous than the terms of this MOU; and
 - 5.2.2 its lawyers, accountants, insurers, financiers and other advisers where the disclosure is in connection with advising on, reporting on, or facilitating the Party's exercise of its rights or performance of its obligations under this MOU.
- 5.3 The Recipient may disclose the Confidential Information to the extent that it is required by Law to do so, and (except in the case of a requirement to produce information in response to an order under Standing Order 52) the Recipient will endeavour to:

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- 5.3.1 promptly give the Discloser prior notice of the proposed disclosure; and
- 5.3.2 only disclose the minimum information legally required to be disclosed.
- 5.4 Without limiting any of the Recipient's other obligations under this MOU, clauses 5.1 and 5.2 do not apply to any Excluded Information or other information that:
 - 5.4.1 is in the public domain, unless due to a breach of any obligation of confidentiality by any person; or
 - 5.4.2 that is in the possession of the Recipient without a breach of any obligation of confidentiality by any person.

6. Personal Information

- 6.1 If the Data Recipient receives, collects, uses, holds, controls, manages or otherwise processes any Personal Information, it must:
 - 6.1.1 comply with its obligations under the Privacy Laws in respect of such Personal Information (including, where TfNSW is the Data Discloser, as if the Data Recipient were TfNSW for the purposes of such Privacy Laws); and
 - 6.1.2 do all things reasonably requested in writing by the Data Discloser from time to time to enable the Data Discloser to comply with the Privacy Laws.
- 6.2 Without limiting the generality of clause 6.1, the Data Recipient must, in relation to any Personal Information collected, used, stored or disclosed in connection with this MOU:
 - 6.2.1 only use such Personal Information to the sole extent necessary to give effect to the Permitted Purpose or otherwise comply with its obligations under this MOU;
 - 6.2.2 only disclose such Personal Information to Approved Third Parties or with the Data Discloser's prior written consent;
 - 6.2.3 ensure that it has in place appropriate technical and organisational measures to protect against unauthorised or unlawful processing of Personal Information and against accidental loss or destruction of, or damage to, Personal Information; and
 - 6.2.4 ensure that its Personnel who have access to Personal Information comply with the Privacy Laws.
- 6.3 The Data Recipient must not attempt to re-identify any Personal Information that the Data Recipient has received from the Data Discloser in a de-identified form, for example by combining de-identified Data with any other data.
- 6.4 The Parties acknowledge and agree that:
 - 6.4.1 this clause 6 applies in addition to clause 5;
 - 6.4.2 nothing in this clause 6 limits a Party's obligations under clause 5; and
 - 6.4.3 nothing in clause 5 limits a Party's obligations under this clause 6.

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7. Publications

- 7.1 Subject to compliance with this clause 7 and all applicable Laws, the Data Recipient or its Personnel may publish or make available to the public the outputs or results of the Permitted Purpose (the **Outputs**) with the prior written approval of TfNSW, which may be provided or withheld at its absolute discretion, and subject to such conditions as TfNSW determines necessary (**Publication**).
- 7.2 Unless otherwise expressly agreed by TfNSW in writing, the Data Recipient must not include any Data in any Publication.
- 7.3 Unless otherwise required by TfNSW, each Publication must include a statement approved by TfNSW that correctly acknowledges the source of the Outputs as being from TfNSW.
- 7.4 Unless otherwise agreed by TfNSW in writing, the Data Recipient must not provide, or in any way imply, endorsement of the Data Recipient or the Outputs by TfNSW.
- 7.5 This clause 7 does not apply to TfNSW in its capacity as Data Recipient.

8. Data Breaches

- 8.1 If the Data Recipient becomes aware of an actual or potential:
- 8.1.1 breach of clause 5 (Confidentiality), clause 6 (Personal Information) or clause 8 (Security);
 - 8.1.2 Eligible Data Breach in respect of the Data;
 - 8.1.3 introduction of a Virus into the Data or the Systems of any Party (including the Data Recipient itself); or
 - 8.1.4 any other breach of security in relation to its Systems or the Data, including an unauthorised loss, destruction or alteration of the Data,
- (in each case a **Data Breach**), the Data Recipient must promptly, and in any event within 1 Business Day, notify the Data Discloser in writing of the Data Breach.
- 8.2 If a Data Breach occurs, the Data Recipient must:
- 8.2.1 comply with any reasonable direction (including as to timeframes) of the Data Discloser with respect to that Data Breach;
 - 8.2.2 provide any information the Data Discloser reasonably requests regarding the Data Breach;
 - 8.2.3 allow the Data Discloser to participate in the Data Recipient's assessment of the Data Breach;
 - 8.2.4 use its best endeavours to ensure that any potential Data Breach does not become an actual Data Breach;
 - 8.2.5 use its best endeavours to remedy any Data Breach and minimise its consequences;
 - 8.2.6 provide the Data Discloser with a written report detailing the cause of, and procedure for correcting, the Data Breach;

OFFICIAL

- 8.2.7 take all reasonable steps to prevent any reoccurrence of the Data Breach, and provide the Data Discloser with reasonable evidence that it will not reoccur; and
 - 8.2.8 take all practicable measures to restore the Data to the last viable backup, at the Data Recipient's cost (if an act or omission the Data Recipient causes any unauthorised loss, destruction or alteration of the Data).
- 8.3 If either the Data Discloser or the Data Recipient determine that an Eligible Data Breach has or may have occurred that must or is proposed to be notified to the Commissioner, the Data Recipient must promptly, and in any event within [5] Business Days, prepare a draft notice to the Commissioner and provide that draft notice to the Data Discloser for review. The Data Discloser must, within [5] Business Days of receipt of the draft notice:
- 8.3.1 make any request to the Data Recipient to make any amendments to the draft notice; and
 - 8.3.2 Decide whether to notify the Commissioner of the Eligible Data Breach itself and, if so, notify the Data Recipient of its decision.
- 8.4 The Data Recipient must ensure that the Data Discloser is:
- 8.4.1 promptly advised of any investigation or other action taken by the Commissioner in connection with the actual or suspected Eligible Data Breach; and
 - 8.4.2 kept informed in relation to such investigation or other action.

9. Termination

- 9.1 A Party may terminate this MOU:
- 9.1.1 for convenience at any time by providing 30 days' written notice to all of the other Parties to this MOU; or
 - 9.1.2 immediately by written notice to all of the other Parties if another Party breaches this MOU and that breach is not capable of remedy, or has not been remedied within 14 days of a written notice requesting it to do so.
- 9.2 Any termination or expiry of this MOU is without prejudice to any rights which a Party may have accrued before termination.
- 9.3 On termination or expiry of this MOU, any provision of this MOU which expressly or by implication is intended to come into or remain in force on or after termination or expiration of this MOU will continue in full force and effect, including clauses 4, 5, 6, 7, 8, 9, 10, 11 and 14.

10. Return of Data

Subject to clause 14.2, promptly upon request by the Data Discloser at any time, the Data Recipient must (at the Data Discloser's election) return, delete or destroy the Data in the Data Recipient's possession or control (including in computer records and electronic storage devices).

- 10.1 Notwithstanding clause 14.1, a Party may retain Data to the extent required by applicable Laws (including the *State Records Act 1998* (NSW)), provided that such Party must only retain, use, handle, disclose and otherwise deal with such Data as required to comply with such applicable Laws.

OFFICIAL

- 10.2 On request, the Data Recipient must certify in writing that it has complied with clause 14.1.

11. Liability

- 11.1 The Data Recipient acknowledges and agrees:
- 11.1.1 that the Data has been collected or produced by the Data Discloser for its own purposes and may not have been independently verified; and
 - 11.1.2 to use the Data "as is" and that no warranty is made in relation to the Data (including any as to the quality, fitness and suitability) other than as may be expressly provided in this MOU.

12. Non-binding Memorandum of Understanding

- 12.1 This MOU is solely a statement of the mutual intentions of the Parties with respect to its contents, and it does not create legally enforceable rights or obligations for any Party.
- 12.2 Each Party represents to each other Party that:
- 12.2.1 no reliance will be placed on this MOU;
 - 12.2.2 this MOU does not create any binding obligations;
 - 12.2.3 this MOU does not contain all matters upon which agreement must be reached in order for any binding agreement to be entered;
 - 12.2.4 this MOU creates no rights in favour of any Party; and
 - 12.2.5 this MOU imposes no commitment on any person to enter into any agreement.

13. Disputes

- 13.1 The Parties agree to:
- 13.1.1 act in good faith in carrying out this MOU; and
 - 13.1.2 attempt to resolve any dispute in good faith.
- 13.2 Where a dispute arises between the Parties under or in connection with this MOU:
- 13.2.1 the Party claiming that a dispute has arisen must notify each other Party in writing giving details of the dispute;
 - 13.2.2 each Party will nominate a representative to meet to attempt to resolve the dispute; and
 - 13.2.3 except where a dispute renders it impossible to do so, the Parties will continue to perform their respective obligations under this MOU while a dispute is being resolved, unless and until such obligations are terminated or expire in accordance with this MOU.

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14. General

- 14.1 **Governing Law:** The laws of the State of New South Wales govern this MOU and the Parties submit to the non-exclusive jurisdiction of the courts of New South Wales.
- 14.2 **Notices:** A notice or other communication connected with this MOU must be in writing and delivered to the address specified in the MOU Details or such other address notified to it in writing by the relevant Party.
- 14.3 **Warranty:** Each Party warrants that it has the authority and right to enter into this MOU.
- 14.4 **Relationship:** This MOU does not create any relationship of partnership, employment, principal and agent, or of trustee and beneficiary between the Parties.
- 14.5 **Costs:** Unless otherwise set out in this MOU, each Party must bear its own costs of, and incidental to, the negotiation, execution and performance of this MOU, and any other document to give effect to this MOU.
- 14.6 **Further acts and documents:** Each Party must promptly do all further acts and execute and deliver all further documents (in form and content reasonably satisfactory to that Party) required by Law or reasonably requested by another Party to give effect to this MOU.
- 14.7 **Variation:** This MOU may only be varied by a document executed by all of the Parties.
- 14.8 **Entire Agreement:** This MOU represents the entire agreement and understanding between the Parties on everything connected with the subject matter of this MOU, and supersedes any prior deed, agreement or understanding connected with that subject matter.
- 14.9 **Counterparts:** This MOU may be signed in any number of counterparts (including counterparts in electronic form) which taken together will constitute one instrument.
- 14.10 **Electronic Execution:** A Party may sign this MOU, and any variations to it, by electronic means where permitted by Law. Each Party consents to the signing of this MOU by electronic means. The Parties agree that if any Party signs this MOU under this clause 14.10, then:
- 14.10.1 an electronic form of this MOU with that Party's electronic signature/s appearing will constitute an executed counterpart; and
- 14.10.2 a print-out of this MOU with that Party's electronic signature/s appearing will also constitute an executed counterpart.

OFFICIAL

Signing Page

By signing this MOU, the Parties acknowledge that they have read, and accept and agree to be bound by, the terms and conditions of this MOU.

Signed by the Parties as a memorandum of understanding.

Signed for and on behalf of **Transport for NSW (ABN 18 804 239 602)** by its authorised representative, but not so as to incur personal liability, in the presence of:

Signature of witness

Signature of authorised representative

Name of witness in full

Name of authorised representative in full

Date

Signed for and on behalf of **Second Party** by its authorised representative, but not so as to incur personal liability, in the presence of:

Signature of witness

Signature of authorised representative

Name of witness in full

Name of authorised representative in full

Date

OFFICIAL

Signed for and on behalf of **Third Party** by its authorised representative, but not so as to incur personal liability, in the presence of:

Signature of witness

Signature of authorised representative

Name of witness in full

Name of authorised representative in full

Date

OFFICIAL

4.8 HOSKINS STREET - PAVEMENT UPGRADE STAGE 2

File Number: REP24/1194
Author: Engineering Technical Officer
Authoriser: Engineering Asset Manager
Attachments:

1. Detour - Run 1
2. Detour - Run 2
3. Detour - Run 3
4. Detour - Run 4
5. Detour - Overlay MR57
6. Detour - Overlay MR84
7. Detour - Heavy Vehicles
8. TfNSW - Notification Letter

REPORT

As previously advised to Council, Stage 2 of the Hoskins Street pavement upgrade is scheduled to commence mobilisation from Monday, 6 January 2025 with works to commence on Tuesday, 7 January 2025.

Attached to this report are the planned traffic movements to accommodate the works for Council's reference.

Cr Rick Firman declared a pecuniary interest in relation to item REP24/1194, due to being a property owner in Hoskins Street.

COMMITTEE RESOLUTION 110/2024

Moved: Cr Ken Smith

Seconded: Cr Nigel Judd

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

CARRIED

Report by Amanda Colwill



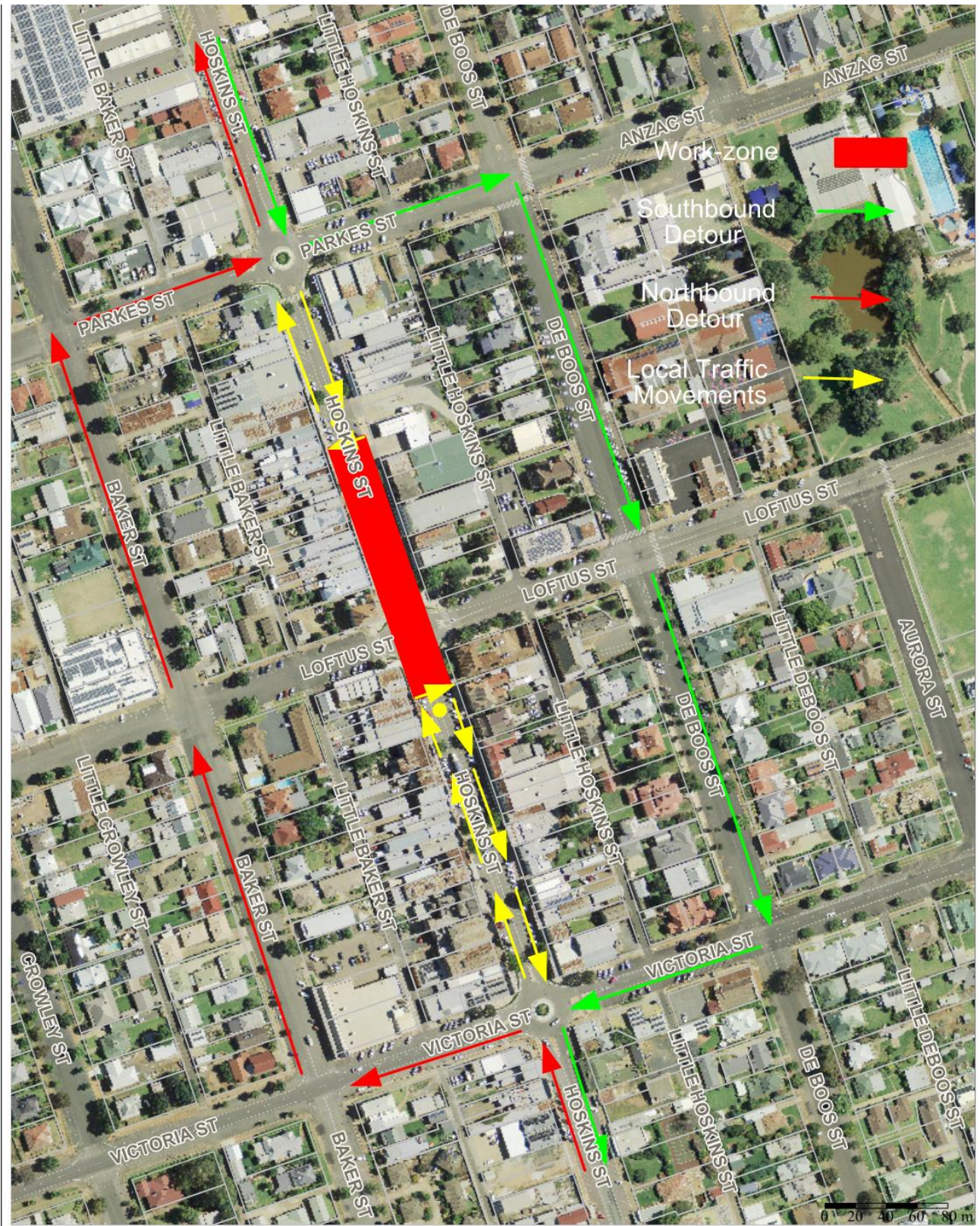
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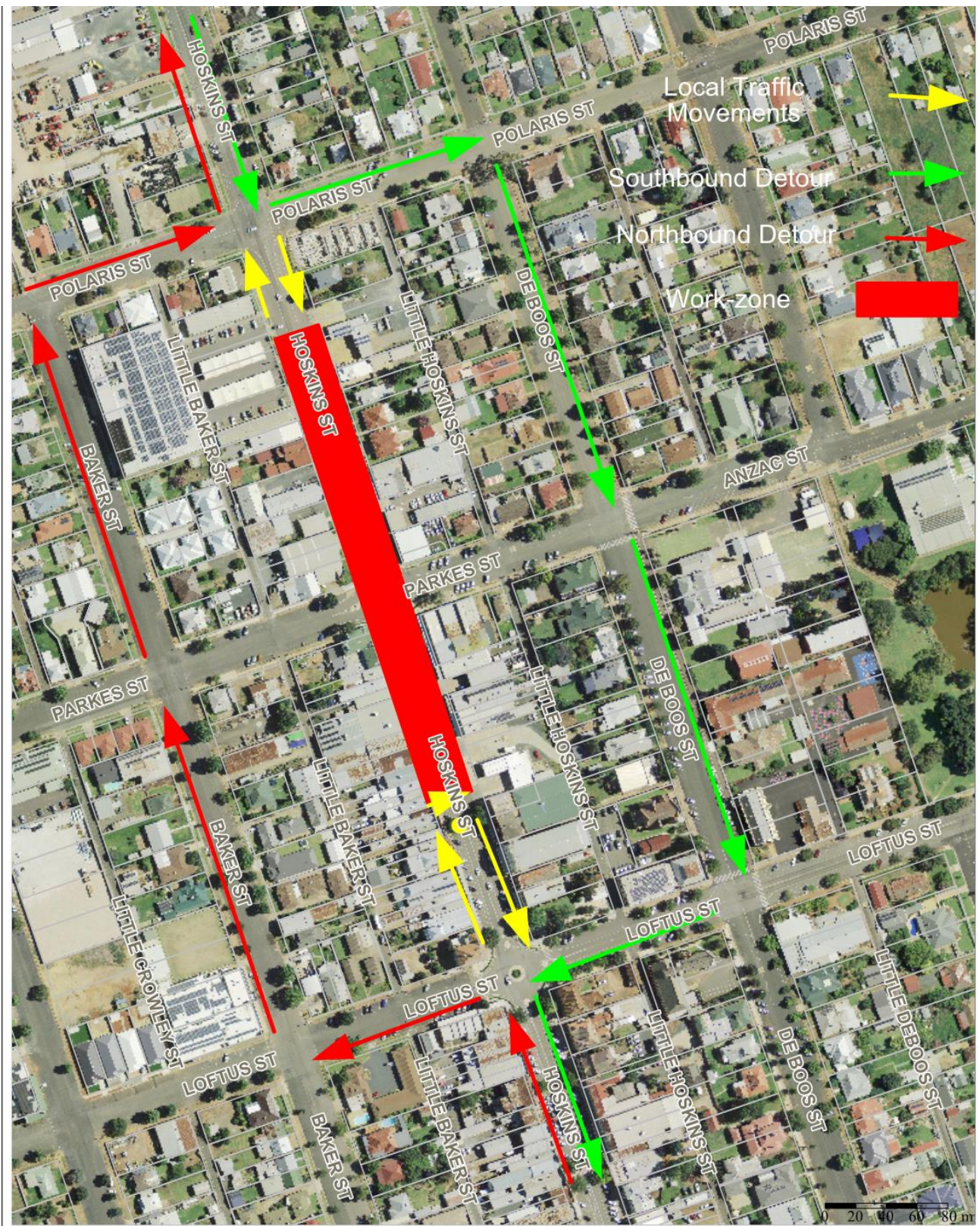
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Date: 25/11/2024 11:16 AM



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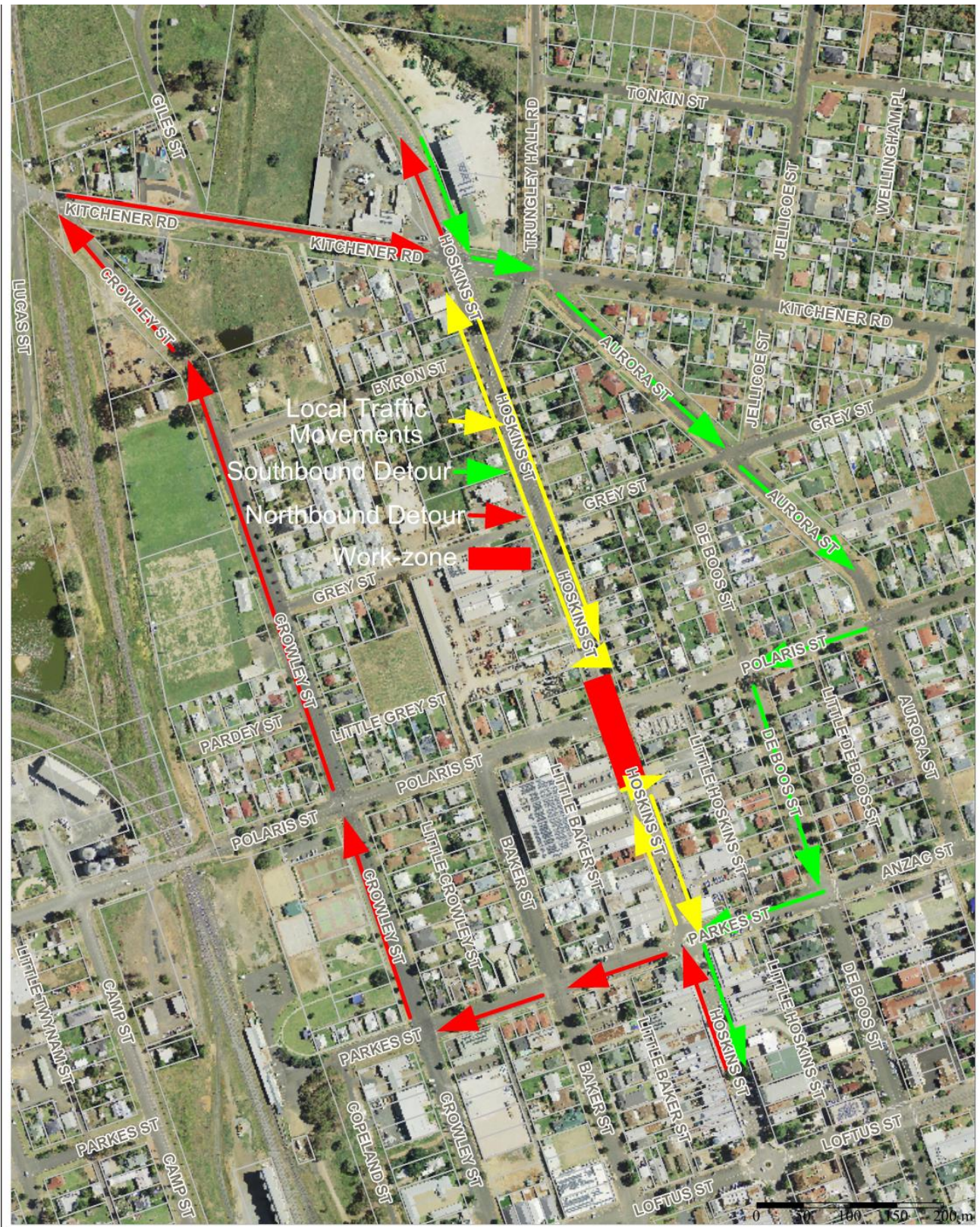
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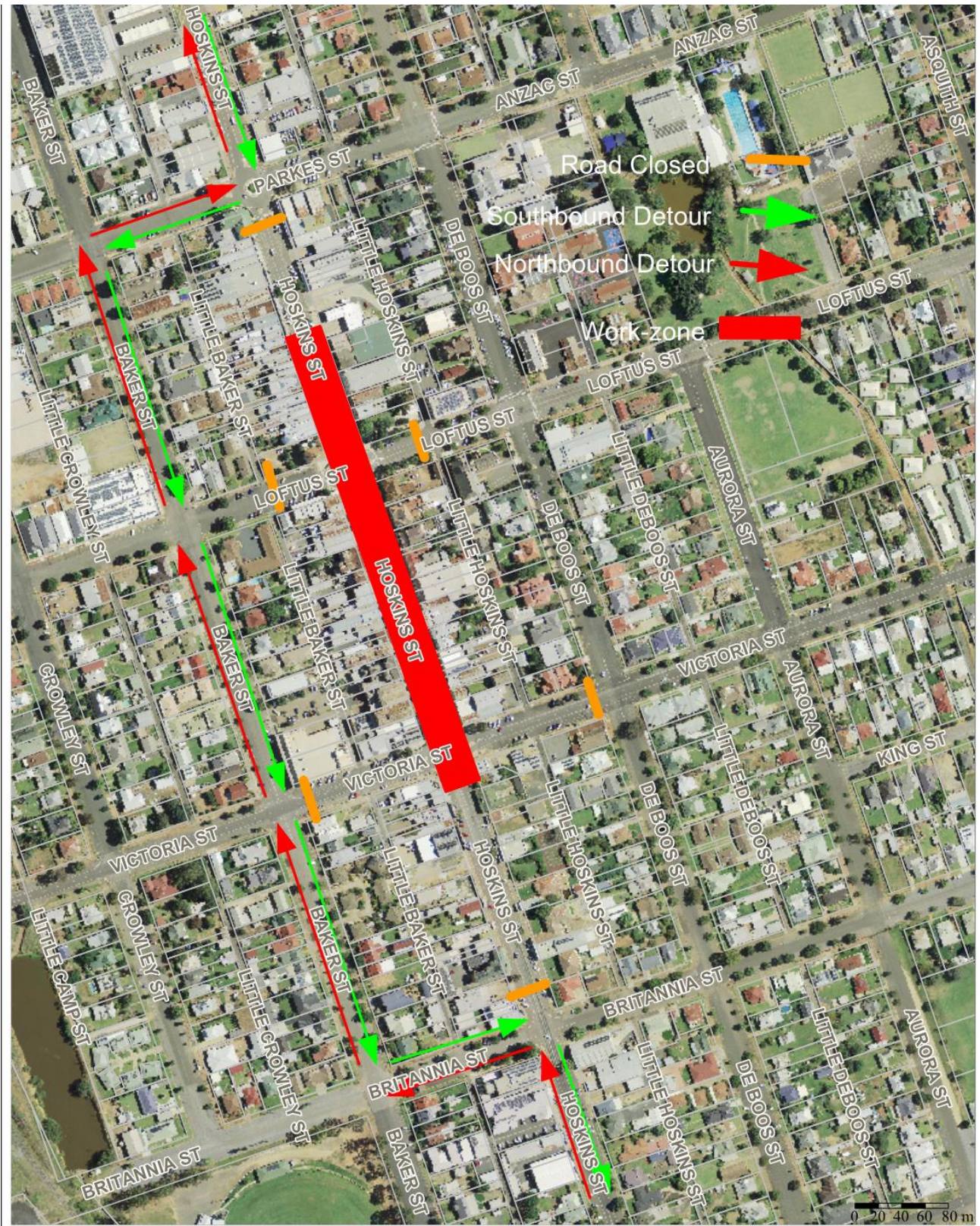
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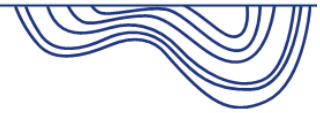
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Date: 25/11/2024 12:00 PM

Transport for NSW



Hoskins Street upgrade at Temora from Tuesday 7 January 2025

Notification letter

December 2024



Transport for NSW acknowledges the Traditional Custodians of the lands on which we work and pays respect to Elders past and present.

The NSW Government is investing \$3 million to upgrade Hoskins Street through Temora to provide a smoother, safer and stronger road.

What work are we doing?

Temora Shire Council, on behalf of Transport for NSW, is upgrading a 1.4-kilometre section of Hoskins Street in Temora.

This work involves digging up the centre nine metres of the road surface and rebuilding the section to ensure a stronger road requiring less ongoing maintenance.

To limit the impacts to motorists, the project has been carried out in two stages.

Stage 1 was completed in April 2024, and we're now planning to complete the second stage in January 2025.

Stage 2

The second stage of work involves upgrading the road surface on Hoskins Street between Victoria and Polaris streets.

Work will be carried out in four stages in a combination of day and night work to limit impacts to the community. The majority of work will be carried out during the day. The final road surfacing will be carried out as night work.

When and where we'll be working

Work will start on **Tuesday 7 January** and is expected to be complete by **early February**, weather permitting.

Further information regarding work hours will be shared closer to the start of work.

How will the project be delivered?

To limit impacts to the community, the project will be carried out in four stages.

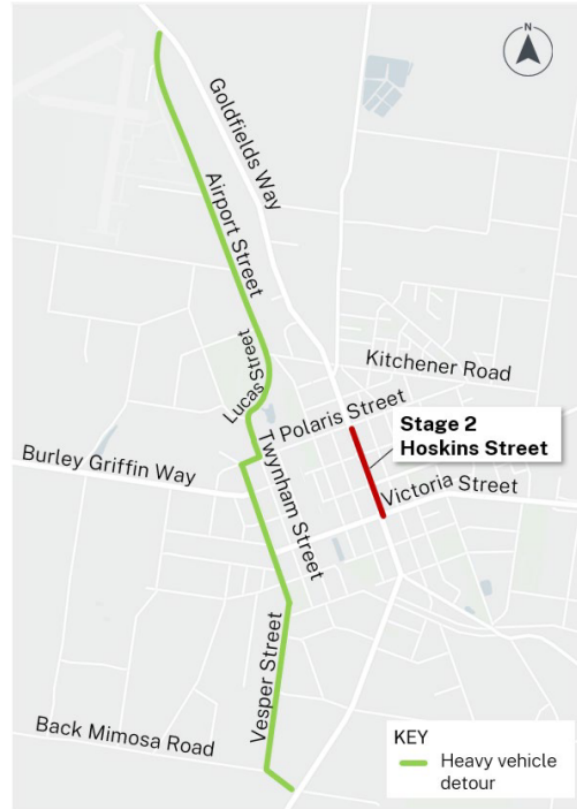
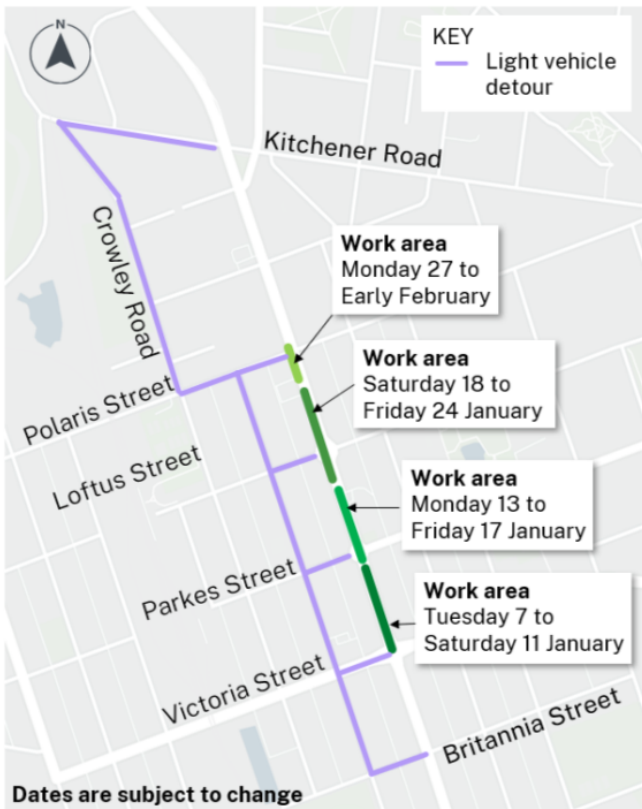
During each stage, Hoskins Street will be closed 24/7 to all vehicles with no on-street parking available. Footpaths will remain open to ensure access to businesses and services.

Closures will be carried out at the following locations and on the proposed dates. **Planning work is continuing which means these dates are likely to change.**

- **Victoria Street to Loftus Street** Tuesday 7 to Saturday 11 January 2025
- **Loftus Street to 100 metres south of Parkes Street** Monday 13 to Friday 17 January
- **night work between Victoria Street to 100 metres south of Parkes Street** on Saturday 18 to Tuesday 21 January
- **from 100 metres south of Parkes Street to 50 south of Polaris Street** from Monday 20 to Friday 24 January
- **from 50 metres south of Polaris Street to the Polaris Street intersection** from Monday 27 to Wednesday 29 January
- **night work from south of Parkes Street to Polaris Street intersection** from Thursday 30 to early February.

Electronic signage will be displayed to keep the community update throughout the project.

Location of the work area



What will this mean for you?

During the work you may notice:

- road closures and detours
- changes to pedestrian access and parking
- reduced speed limits
- traffic controllers and detours
- reduced speed limits
- delays up to five minutes
- noise from machinery and equipment.

Contact us

For more information, please contact Temora Shire Council on (02) 6980 1100 (select option #1) or email temshire@temora.nsw.gov.au



For the latest traffic updates

Call 132 701, visit livetraffic.com or download the app Live Traffic NSW



Translating and interpreting service

If you need help understanding this information, please contact the Translating and Interpreting Service on 131 450 and ask them to call us on 02 6980 1100.

Detours

During the project, detours will be in place for heavy and light vehicles.

Light vehicles will be detoured via Britannia Street, Baker Street, Crowley Street and Kitchener Road adding an extra five minutes to journeys.

Heavy vehicles will be detoured via Airport Road, Lucas Street, Twynham Street, Polaris Street, Vesper Street and Back Mimosa Road, adding an extra five minutes to journeys.

1. CR JUDD

Enquired where Council are up to with Regional Transport Plan.

General Manager advised that the process for submissions for our region will open up early in 2025.

Will the Regional Plan developed by REROC be used as starting point for Council's Plan?

General Manager advised that the REROC submission would be at a much higher level than Council's will be.

5 CONFIDENTIAL REPORTS**COMMITTEE RESOLUTION 111/2024**

Moved: Cr Ken Smith

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 2:42pm:

5.1 Temora Airpark Estate Expansion

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.

5.2 Review of Development Infrastructure Deferred Payment Policy

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 112/2024

Moved: Cr Ken Smith

Seconded: Cr Nigel Judd

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

CARRIED

6 CLOSE MEETING

The Meeting closed at 3:09pm.

This is the minutes of the Assets & Operations Committee meeting held on Tuesday 10 December 2024.

.....

GENERAL MANAGER

.....

CHAIRMAN

8.5 MINUTES OF THE AERODROME USERS COMMITTEE MEETING HELD ON 10 DECEMBER 2024**File Number:** REP24/1230**Author:** Environmental Secretary**Authoriser:** General Manager**Attachments:** 1. Minutes of the Aerodrome Users Committee Meeting held on 10 December 2024**RESOLUTION 194/2024**

Moved: Cr Nigel Judd

Seconded: Cr Belinda Bushell

It was resolved that the reports be received.

CARRIED**RESOLUTION 195/2024**

Moved: Cr Paul Mahon

Seconded: Cr Narelle Djukic

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

CARRIED



Date: Tuesday, 10 December 2024
Time: 5:05pm
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Aerodrome Users Committee Meeting

10 December 2024

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2 Apologies 3

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**MINUTES OF TEMORA SHIRE COUNCIL
AERODROME USERS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 10 DECEMBER 2024 AT 5:05PM**

PRESENT: Cr Rick Firman (Mayor), Cr Nigel Judd, Cr Ken Smith, Cr Paul Mahon, Mr Peter Harper, Mr Robert Matthews, Mr Frank Lovell, Mr Rob Maslin

IN ATTENDANCE: Rob Fisher (Executive Manager Engineering Services), Melissa Boxall (General Manager), Peter McIntyre (observer)

1 OPEN MEETING

5:05pm

Mayor Rick Firman opened the meeting

2 APOLOGIES

COMMITTEE RESOLUTION 13/2024

Moved: Cr Paul Mahon

Seconded: Cr Ken Smith

That apologies from Mr James Durham, Mr Grant Johnson and Mr Graeme Ingills be received and accepted.

CARRIED

3 DISCLOSURES OF INTEREST

Councillor/Officer	Item	Nature of Interest	How Managed
NIL			

1 ELECTION OF CHAIR

Cr Nigel Judd was nominated for the position of Chairman.

No further nominations were received.

COMMITTEE RESOLUTION 14/2024

Moved: Mr Robert Maslin

Seconded: Mr Frank Lovell

It was resolved that the Committee recommend to Council that Cr Nigel Judd be elected as chairperson for the Aerodrome Users Committee.

CARRIED

Mayor Rick Firman left the meeting at 5:14pm.

4 Reports

4.1 APPLICATION FOR AREA APPROVAL TO OPERATE MODEL AIRCRAFT

File Number: REP24/1098

Author: Environmental Secretary

Authoriser: General Manager

Attachments: 1. Jet Flyers Association NSW - Application for Area Approval to operate model aircraft

REPORT

The Model Aeronautical Association of Australia Inc., on behalf of the Jet Flyers Association NSW, has advised that they have applied to CASA for approval to operate model aircraft up to 1,500 feet above ground level (AGL) at this location.

If approved, operations will occur during daylight hours, up to four days per week, five to six times a year. All flights will stay within visual line of sight and the aerodrome perimeter.

To ensure safety:

- CTAF will be monitored for operations above 400 feet.
- Observers will assist pilots in avoiding conflicts with manned aircraft.
- All CASA conditions and regulations will be followed.

For flight operations near West Wyalong Aerodrome during a NOTAM closure, please contact the Club directly.

Integrated Planning and Reporting

NIL

Council Policy/Legislation

NIL

Options

NIL

Budget Implications

NIL

Risk Implications

NIL

COMMITTEE RESOLUTION 15/2024

Moved: Cr Nigel Judd

Seconded: Mr Robert Matthews

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

CARRIED

Grace Mannion

From: Jet Flyers <jetflyersnswinc@gmail.com>
Sent: Wednesday, 20 November 2024 7:34 AM
To: Temora Shire Council; forbes@forbes.nsw.gov.au; admin@flyoz.com.au; Emma Bowley; President@temoraglider.org.au
Cc: Mitch Bannink; Jet Flyers
Subject: Jet Flyers Association NSW – Application for Area Approval to operate model aircraft.

YWWL – West Wyalong Aerodrome - Lat: S34° 25.37', Lon: E147° 30.84'

This letter is to inform you that the Model Aeronautical Association of Australia Inc on behalf of the Jet Flyers Association NSW has applied to the Civil Aviation Safety Authority for approval to operate model aircraft up to 1500 Above Ground Level at the above location.

If the application is approved, the Club may operate model aircraft at the above location during daylight hours up to four days per week, 5-6 times a year. All model flight operations are within visual line of sight and within the aerodrome perimeter fence lines.

To ensure high levels of safety are maintained, when the Club is operating models above 400 feet, the Common Traffic Advisory Frequency (CTAF) will be monitored, and observers will assist model aircraft pilots to see and avoid potential conflicts with manned aircraft. Likewise, any other conditions imposed by CASA, or the Civil Aviation Safety Regulations will be followed by the Club.

We would like an open channel of communication with the local aviation community. If you anticipate flight operations in the vicinity of West Wyalong Aerodrome whilst we have a NOTAM closing the Aerodrome, please reach out to the Club (contact details below).

The relevant contacts for the Club are:

Malcolm Robertson – Secretary JFANSW

jetflyersnswinc@gmail.com

0402 361 046

Warm Regards,

--

Malcolm Robertson

Secretary - Jet Flyers Association NSW Inc.

E: jetflyersnswinc@gmail.com

W: <https://www.jetflyersnsw.net/>

M: 0402 361 046

P: PO Box 707 Sutherland 1499



4.2 NAMING OF FUTURE ROADS TEMORA AIRPARK ESTATE

File Number: REP24/1153
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

At the November Council Meeting, Councillors considered a report of the November Assets and Operations Committee. The details of the report are as follows:

As part of the future construction of the next stages of the Temora Airpark Estate, two new roads will be constructed. These future roads are currently unnamed.

The existing roads within the Temora Airpark Estate have followed an aviation theme, including Tigermoth Avenue and Spitfire Drive.

The continuation of this theme may be an appropriate choice for the future new roads or naming the roads after prominent persons in Temora aviation history.

It is noted that current naming conventions only allow either the first name or the surname of a person be nominated, not both names. In addition, the name must not be the same name as another road in Temora.

At the November Assets and Operations Committee Meeting, the Committee resolved to recommend that Council:

1. Consult with the Temora Aerodrome Users Committee prior to their December Committee Meeting, to determine a shortlist of suitable names for future roads in the Airpark Estate and the list, and
2. Receive a future report on the shortlist of recommended road names for the consideration of Council.

This Committee Resolution above was subsequently endorsed by Council.

It is therefore requested of the Aerodrome User Committee that: Committee members consider possible names for the two future roads. This may be a shortlist for Council to consider at a future meeting.

The final endorsed road names must be approved by the Geographical Names Board of NSW before they may be used.

Integrated Planning and Reporting

Community Strategic Plan Theme 3: Building a strong local economy

Strategy 3.6 A community that celebrates and benefits from its aviation history and facilities

Council Policy/Legislation

Roads Act 1993

Roads Regulation 2018

NSW Address Policy and User Manual

Options

The Committee has the option to nominate a list of proposed future road names for Council to consider for the two future roads, including the names preferred by the Committee, or they have the option to defer nominating a list of names to a future meeting of the Aerodrome Users Committee

Budget Implications

N/A

Risk Implications

N/A

COMMITTEE RESOLUTION 16/2024

Moved: Cr Paul Mahon

Seconded: Mr Frank Lovell

That the Committee recommend to Council to include the below names as possible street names for the Airpark extensions

AND FURTHER

That the significance of the following names be researched and a further report be presented to Council

- Wirraway
- Boomerang
- Hudson
- Canberra
- Lancaster
- Meteor

CARRIED

Report by Claire Golder

4.3 CALENDAR OF EVENTS AERODROME - DECEMBER 2024

File Number: REP24/1168
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

State Gliding Championships – 7 – 14 December 2024
Gliders Summer Camp – 26 December 2024 – 26 January 2025
National Gliding Championships – 15-23 February 2025
Glider Training event – 12-20 April 2025

COMMITTEE RESOLUTION 17/2024

Moved: Mr Peter Harper
Seconded: Mr Robert Maslin

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

CARRIED

GENERAL BUSINESS

1 TEMORA AVIATION MUSEUM

Peter Harper gave feedback on Warbirds Downunder weekend, overwhelmingly positive feedback and thanks to Council and the community support provided to the event.

2 TEMORA AEROCLUB

Continue to provide social activities and training

3 TEMORA FLYERS CLUB

- AGM was held last week
- Safety events with CASA have been scheduled in the new calendar year
- Bringing back women in aeronautics

4 FRANK LOVELL

What are the DCP Guidelines around the tidiness of the same residential properties?

Executive Manager Engineering Services advised that this question will be forwarded to the Environmental Services Department for follow up.

5 COUNCIL UPDATE

- Naming taxi way – Advised that the Taxiway names have been updated in ERSA and published online.
- Manual with CASA who will visit early 2025
- OLS obstructions to be considered by CASA

5 CLOSE MEETING

The Meeting closed at 5:45pm.

This is the minutes of the Aerodrome Users Committee meeting held on Tuesday 10 December 2024.

.....

GENERAL MANAGER

.....

CHAIRMAN

9 DELEGATES REPORTS

The following is a list of meetings and functions attended by Councillors.

Councillor	Name of Meeting/Function	Date Attended
Cr Graham Sinclair	Australia Day Committee	5 December 2024
	Goldenfields Water	12 December 2024
	Temora Golf Club – Renovations Opening Round 5 SCCF	13 December 2024
	Attended the Noxious Weed Management committee in Coolamon and noted the concern for funding issues	3 December 2024
Cr Ken Smith	Opening State Gliding Championships Springdale Hall is running well	8 December 2024
Cr Paul Mahon	Lake Centenary Committee Meeting	17 December 2024
	Attended the Destination Riverina Murray Tourism Manager famil at Lake Centenary	4 December 2024
Cr Brenton Hawken	Temora Arts Centre for opening night of Sam Sharmen exhibition	29 November 2024
Cr Nigel Judd	Temora Golf Club – Renovations Opening Round 5 SCCF	13 December 2024
	Ariah Park Tennis Club and Ms Steph Cooke’s Office met in Ariah Park to announce that the tennis club has been successful in their grant application to install 3 grass courts	16 December 2024
Cr Rick Firman	Pleased to announce that Julie Briggs Management has been appointed for 10 hours per week to write submissions for the CMA General Manager and I attended a meeting in regards to the Regional Collaboration Bill and this has been put forward. Legislation was put forward on how to engage with rural families and communities	18 December 2024

Mr Kris Dunstan left the meeting at 5:02pm.

Mr Kris Dunstan returned to the meeting at 5:04pm

10 MAYORAL REPORT**10.1 MAYORS REPORT - NOVEMBER 2024**

File Number: REP24/1140
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

1st November – Cr N A Judd OAM and I were most pleased to have been invited to represent Council and the Community Ariah Park Central School's 125th anniversary celebrations. This is a significant achievement and one all of us can be proud of. Thank you to Mr Allan Johnston (Principal), his Staff, Students, P & C Members and all involved with hosting a memorable day. NB: Cr Judd attended the school as a student, as did generations before him. His late Grand Mother (Mrs F T Judd) donated the School Bell in 1925, which still stands today.

- I had a meeting with the Community Relations Manager of Evolution Mining (Lake Cowal) – Mrs Renee Pettit. This was in relation to their sponsorship of \$2,000 to the Temora & District Education Fund. We warmly welcome them as a new sponsor, enabling us to allocate two more grants to our Temora Shire young people, post school.
- I had teleconferences with Mayors from Coolamon Shire, Greater Hume Shire, Cootamundra-Gundagai Region, Wagga Wagga and Tamworth Region.

4th November – I chaired a meeting of the Temora Local Health Advisory Council. LHAC members were briefed by NSW Health Infrastructure on the progress of the new Temora & District Hospital. A great deal of work is being done, behind the scenes. We're especially grateful to our Hospital Manager – Mrs Wendy Skidmore and her team for the extra work they've put into this most exciting project. We look forward to construction commencing mid, next year.

- I was on patient visiting rounds at Temora & District Hospital. We're blessed to have such exceptional staff at Temora & District Hospital – everyone of them.
- I had meetings with Mayor of Forbes, Uralla, Shoalhaven, Leeton and Bland Shires, as well as Local Government NSW Chief Executive, Mr David Reynolds.

5th November – I attended an Temora Shire Australia Day Council meeting. Deputy Mayor, Cr G P Sinclair is the Chairman of the Council.

- I had meetings with the Mayors of Queanbeyan-Palerang, Snowy Valleys, Tenterfield & Dubbo Shires.

6th November – I had a series of teleconferences with the Mayors of Snowy-Monaro, Narromine, Singleton, Armidale, Tamworth, Bland and Coolamon Shires.

- I had a teleconference with the acting President of LGNSW, Mayor Phyllis Miller OAM (Forbes Shire).

7th November – It was a pleasure to have been invited (alongside my dear mother – Mrs Beth Firman) to join the community at the Temora Public School's Performance Night. This was held at our Temora Memorial Town Hall. Well done to the Students, Staff and Parents on what was a most enjoyable and relaxing evening.

8th November – I attended the Council Chambers.

- I read NSW Local Government Boundaries Commission papers on the de-merger proposal of Cootamundra-Gundagai Regional Council.
- I had teleconferences with Federal Member for Riverina – the Hon M F McCormack MP and State Member for Cootamundra – Ms Steph Cooke MP.

10th November – I travelled to Dubbo to film an endorsement for former NSW Country Mayors Association Chairman, former Mayor of Gunnedah Shire – Mr Jamie Chaffey. Mr Chaffey is standing as the Nationals Candidate for the Federal Seat of Parkes.

11th November – The General Manager (Ms M K Boxall) and I represented Temora Shire Council at the Remembrance Day Service, held at the Cenotaph in Callaghan Park. There was some of our esteemed Ex-Servicemen present, together with some of our Schools and Citizens. Well done to Temora RSL Sub-Branch President, Mr Taz Rundle and his team on hosting another dignified and heart-rendering occasion.

- I had a meeting with General Manager (Ms Boxall).
- I read Council business papers.

12th November – Councillors, Senior Staff and I attended Council Committee Day. Congratulations are extended to the Deputy Mayor (Cr Sinclair) on his election as Chairman of Council's Assets & Operations Committee, and to Cr N A Judd OAM on his appointment as Chairman of Council's Economic & Visitations Committee.

- I attended the Parish Council meeting of St Paul's Anglican Church, in my capacity as Secretary.

13th November – I attended Council offices.

14th November – The General Manager (Ms Boxall) and I flew to Sydney.

- The General Manager (Ms Boxall) and I had a meeting with the incoming REROCE CEO (Mrs Megan Mulrooney) and outgoing CEO (Mrs Julie Briggs).
- The General Manager (Ms Boxall) and I had a meeting with Cr Alexandra Luxford and the General Manager (Mr Ray Brownlee) of Randwick City. They are our Sister City in Australia and we're proud of our strong relationship.
- The General Manager (Ms Boxall) and I had a meeting with State Member for Cootamundra, Ms Steph Cooke MP.
- The General Manager (Ms Boxall) and I met with Senior Officials from the NSW Minister for Agriculture's office re: Temora Agricultural Innovation Centre. Ms Cooke accompanied us which was great.
- The General Manager (Ms Boxall) and I joined Ms Cooke to a meeting with NSW Minister for Local Government, the Hon. Ron Hoenig MP.
- The General Manager (Ms Boxall) and I attended a meeting of the NSW Joint Organisation Chairmen's Network.
- The General Manager (Ms Boxall), NSW Country Mayors Association Executive and I hosted a dinner, with Minister Hoenig as our special guest of honour. We had over 115 guests in the NSW Masonic Club Dining room. It was a terrific occasion.

15th November – The General Manager (Ms Boxall) and I attended the NSW Country Mayors Association Annual General Meeting as both the Acting Secretary and Acting Chairman of CMA, respectively. It is indeed an honour to have been elected as Chairman of the CMA, unopposed, for the next two-year-term. I also offer congratulations to the Deputy Chairman (Mayor Russell Fitzpatrick – Bega Valley) and to the Executive Board. We salute our Immediate Past Chairman, former Mayor Jamie Chaffey and those previous

Board for their exceptional service. Well done to Ms Boxall, who was appointed Secretary, unanimously. I also commend Ms Boxall for conducting the Board elections. She did it with grace and measured confidence. CMA has 92 Members from across Rural and regional NSW, with several Associate Members. We will continue the great work of the previous Board.

16th November – I had teleconferences with the Mayors of Tamworth, Bellingen, Ballina, Narromine, Lockhart, Gundagai, Narrabri and Wagga.

- I had a teleconference with the President of LGNSW, Cr Darriea Turley AM.

17th November – Cr Judd lead a delegation to the annual LGNSW conference, held in Tamworth. I was a late withdrawal due to personal reasons. Cr Hawkens and Ms Boxall also attended.

- I had a teleconference with Federal Member for Riverina, the Hon M F McCormack MP.

18th November – The Director of Administration & Finance (Mrs E L Smith) and I had a meeting with Doctor Arturo Jeri and Doctor Rachel Christmas.

- I had a meeting with the Secretariat of NSW Country Mayors Association (Mr Gary Fry).

19th November – I was honoured to have been invited by the family of the late Colin Henry Richards, to deliver his Eulogy. A large crowd of mourners were present at Mr Richards Graveside Service. Mr Richards – a former businessman (much loved Baker), awarded a Temora Shire Unsung Hero Award, an aviator, golfer and yarn teller will always have a special place in the collective hearts of our Temora Shire community.

20th November – I had interviews with Radio 2LF, Radio Bathurst and ABC Riverina re: election as Chairman of the NSW CMA Board.

- I had a teleconference with the General Manager of Coolamon Shire (Mr Tony Donoghue PSM) in his capacity as REROC Treasurer.

21st November – I attended a meeting of the NSW local Government Boundaries Commission, held via Zoom. This is regarding the proposed de-merger of Cootamundra-Gundagai Regional Council.

- The Temora & District Sports Council Executive conducted interviews for the annual McDonald Grassroots Sporting Grant. We interviewed several outstanding Sportsmen and sportswomen. Our warm appreciation is extended to McDonald's Temora Proprietor, Mr Tony Aichinger.
- I had a meeting with the Premier of NSW's Advisor, Mrs Chloe Smith re: NSW Country Mayors Association.

22nd November – I had teleconferences with the Mayors of Ballina, Narrabri, Armidale, Lachlan, Snowy Monaro & Cootamundra-Gundagai Shire Councils.

23rd November – I had a teleconference with Federal Member for Riverina, The Hon Michael McCormack MP.

25th November – I attended Council offices.

- I had a meeting with the General Manager (Ms Boxall).
- The General Manager (Ms Boxall) and I attended the NSW Country Mayors Association Executive meeting via Zoom.
- I had teleconferences with the Mayors of Bellingen (Mayor Steve Allen) and the Wagga Wagga City (Mayor Dallas Tout).

26th November – I had a meeting with both the incoming CEO of REROC (Mrs Megan Mulrooney) and the outgoing CEO (Mrs Julie Briggs).

- I had a teleconference with the Mayor of Lockhart Shire (Mayor Peter Sharp).

27th November – As Chairman of the REROC Board, I was honoured to officially open the annual ‘Mapped Out’ Conference. This was attended by some 60 spatial data people from all over Australia. This was also the last conference that our soon to be retired CEO (Mrs Julie Briggs) has organised.

28th November – Councillors, Senior Staff and I attended our formal Council meeting. We observed a Minute’s Silence, in honour of former Citizen of the Year, the late D. J. Oliver. It was an honour to have had Mrs Oliver in the Chamber.

- I had an teleconference with State Member for Cootamundra, Ms Steph Cooke MP.

29th November – I chaired a REROC Executive Meeting held via Zoom.

- I attended our quarterly Inspection of the Temora Recreation Centre. This is part of the responsibilities of the Temora & District Sports Council Executive team.
- I had a teleconference with NSW Premier’s Diary Manager.
- I had a teleconference with Frank Whiddon Masonic Village (CEO – Mr Chris Mamarelis) to update Council on the Greenstone Lodge progress.
- I had a meeting with Mayor Brian Monaghan (Bland Shire). Mayor Monaghan is the Deputy Chairman of the REROC Board.

30th November – My parents (Mr & Mrs Bruce Firman) and I attended the Temora Shire Chinese History Book.

- I had a teleconference with the Federal Candidate for Parkes, Mr Jamie Chaffey. Mr Chaffey was the former Mayor of Gunnedah Shire, and the Immediate Past Chairman of the NSW Country Mayors Association.
- I had a teleconference with former NSW Minister for Agriculture, The Hon Adam Marshall MP.

RESOLUTION 196/2024

Moved: Cr Graham Sinclair

Seconded: Cr Ken Smith

It was resolved that the Mayors report be noted.

CARRIED

Report by Mayor Rick Firman

11 STAFF REPORTS

RESOLUTION 197/2024

Moved: Cr Nigel Judd

Seconded: Cr Anthony Irvine

It was resolved that Council receive Staff reports.

CARRIED

12 GENERAL MANAGER**12.1 CALENDAR OF EVENTS - DECEMBER 2024**

File Number: REP24/1220
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

DECEMBER 2024

3 Nixon Park upgrade inspection – 4.00pm
3 Student Leaders Roundtable – 4:30pm
5 Dusty Boots – Afternoon Tea 2:00pm
10 Committee meetings
10 Councillors Christmas Party
13 REROC Board meeting - Wagga
19 Council Meeting
20 Staff Christmas Party – Bowling Club 12:30pm
25 Christmas Day
26 Boxing Day

JANUARY 2025

16 Council Meeting
26 Australia Day Celebrations – Temora & Aria Park

FEBRUARY 2025

11 Committee Meetings
20 Council Meeting

RESOLUTION 198/2024

Moved: Cr Graham Sinclair
Seconded: Cr Ken Smith

It was resolved that the Calendar of Events be noted.

CARRIED

12.2 SEALS - DECEMBER 2024

File Number: REP24/1169
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

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

- Deed of Variation – Department of Health & Aged Care – Commonwealth Homes Support Program (CHSP) Funding adjustment

RESOLUTION 199/2024

Moved: Cr Belinda Bushell
Seconded: Cr Narelle Djukic

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

CARRIED

Report by Melissa Boxall





12.3 STREET TREE REMOVAL REQUESTS

File Number: REP24/1121

Author: Environmental Secretary

Authoriser: General Manager

Attachments:

1. Tree Removal Request - Temora Truck and Tractor [↓](#) 
2. Supporting Document - Tree removal request - Residential - Cnr De Boos Street and Polaris Street [↓](#) 
3. May 2023 Council Minutes [↓](#) 
4. July 2023 Council Minutes [↓](#) 

REPORT

Council has recently received two street tree removal requests requiring a response. Within Council Policy EW8, Council officers would typically make removal determination in relation to street tree removal requests, however, due to the significance of the subject trees Council Officers are seeking Council's consideration.

ITEM 1

CRM 5446/2024: (attached)

Location: Corner of Polaris and De Boos Street

Tree: Gum tree (native)

REQUEST:

The local resident is of the view that the tree is now extremely dangerous as some of the branches falling are metres in length and quite thick. Their request is to remove or assess the health of the tree with a view to maintain regularly.

FURTHER CONSIDERATION

- While Council Officers were on site, another resident expressed similar concern.
- The subject tree has caused significant road and kerb damage that is impacting drainage efficiency in De Boos Street which can experience significant stormwater flows.
- Council has previously received advice from Mr Mark McCrone in mid-2023 indicating the tree is healthy.
- The adjacent pram ramp is the subject of a report to Council's December 2024 Access and Equity Committee regarding debris being deposited on the param ramp. This is a result of the stormwater ponding / drainage restriction caused by the street tree.

ITEM 2

EMAIL REQUEST: 28/11/2024 with a letter attachment dated 26/11/2024 (attached)

Location: Corner of Victoria and Melaleuca Streets

Tree: Ironbark (native)

REQUEST:

The requestor has raised concerns about tree debris affecting their high value display machinery. They have mentioned that they have experienced larger branches falling from the tree. They are

concerned that if any major branches may fall this could cause damage to their property. They also raised concerns about the visibility being restricted to the right as they exit Melaleuca Street. They are seeking for removal of the tree and replacement with smaller varieties in a different location.

FURTHER CONSIDERATION:

- Most trees on the eastern town approach are exotic species.
- This tree negatively impacts the stormwater flow from the industrial area across the Burley Griffin Way and contributes to water crossing the road at this location.
- Council officers have investigated removal of the subject tree and if approved by Council, would like to remove the tree as part of Councils current stormwater upgrade works in this area.

COUNCIL POLICY/LEGISLATION

EW8 - Urban Tree Management Plan

INTERGRATED PLANNING AND REPORTING

CSP Theme: 4 Enjoying our Beautiful Environment

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

BUDGET

\$10,000 - \$20,000 each including road and kerb repair.

RISK IMPLICATIONS

Not removing the subject trees creates a risk of further road asset damage and of flooding public roads.

Removing the subject trees creates a risk of community dissatisfaction.

OPTIONS

Option 1: Maintain the tree by regular pruning to the best of Council's knowledge and abilities.

Option 2: Remove the subject tree and replace with a suitable alternate.

Council Officers recommend the following:

- Removal with no replacement of the Item 1 subject tree due to the drainage implications described in the report and proximity to the intersection
- Removal and replacement of the Item 2 subject tree due to drainage implications outlined in the report and the available nature strip space to replant a suitable street tree.

Cr Belinda Bushell declared a non-pecuniary interest in relation to item REP24/1121 , due to her husband being an employee at truck and tractor.

MOTION

Moved: Cr Ken Smith

Seconded: Cr Paul Mahon

It was resolved that Council:

1. Removal of subject tree with no replacement of Item 1

2. Removal and replacement of Item 2 subject tree

The motion was put and lost

RESOLUTION 200/2024

Moved: Cr Anthony Irvine

Seconded: Cr Brenton Hawken

It was resolved that items:

1. Item 1 have no action taken
2. Removal and replacement of Item 2 subject tree

CARRIED

Report by Ram Murugabubati



26 November 2024

Dear Rob,

Thank you for your time.

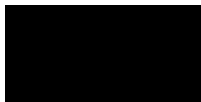
I am writing to request the removal of a dangerous tree located at the front of our premises at the corner of Victoria and Melaleuca Streets. Being the local New Holland Agricultural dealership, our vehicle display on the front fence line, depending on the season regularly has from 4 to 7 million dollars' stock value. I am concerned of the damage that may result if a major limb or the tree falls in the direction of our stock or building. We have experienced larger branches falling and are thankful they did not cause any major damage display stock.

The tree regularly drops debris onto the new display vehicles located at the front of our fence line. Debris varying from leaves, small to medium branches, Sap has caused various damage to paint work on numerous new vehicles. The debris left on the nature strip also is a hazard to any pedestrian traffic.

I have received feedback that the location of the tree also restricts visibility to the right when exiting Melaleuca Street which poses a hazard when exiting with larger size vehicles.

While we would like to have an open frontage to display our stock, we do understand the importance of trees to our environment and would be happy for planting of a couple of smaller more suitable variety of trees in a different location.

Kind Regards,



Temora Truck and Tractor.



Resident Request

Tree Planting/Removals



REQUEST DETAILS / Removal of very dangerous gum tree corner Polaris St and De Boos St			
Planting <input type="checkbox"/>	Removal <input checked="" type="checkbox"/>	Date:	16 - NOV - 2024
Quantity: ONE	ONE	Species:	GUM
Details: TREE OCCASIONS RECENTLY - VERY SUBSTANTIAL BRANCHES HAVE CRASHED TO THE GROUND - I WAS WALKING ACROSS POLARIS ST AND ABOUT 15 METERS AWAY WHEN ONE LIMB CRASHED TO THE GROUND, ON SOME OCCASIONS THIS WAS REPORTED AND COUNCIL CLEANED UP THE DEBRIS. ON AVERAGE: A FEW TIMES A WEEK THERE IS SOME DAMAGE / ON AVERAGE ONCE A MONTH THERE IS A SUBSTANTIAL BRANCH THAT CRASHES TO THE GROUND			
Address: CORNER POLARIS ST / DE BOOS ST AT UNITING CHURCH CORNER			
Work Plan Sketch:			
* THIS AGEO TREE POSES SIGNIFILANT RISK / DANGEROUS TO THE PUBLIC. PEDESTRIANS INCLUDING SCHOOL CHILDREN REGULARLY WALK UNDER THAT TREE. WE ALSO HAVE TO CLEAN UP THE SURROUNDING AREA REGULARLY DUE TO DROPPED BRANCHES. WE REQUEST WRITTEN ACKNOWLEDGEMENT OF THIS COMPLAINT AND WE REQUEST THAT COUNCIL ASSES AND RECTIFY THIS RISK - EITHER CROPPING TREE AT A MINIMUM - OR EVEN BETTER REMOVE THIS HAZARD COMPLETELY IN THE BEST INTEREST OF PUBLIC SAFETY.			

CUSTOMER DETAILS

Office Use Only	
Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Signed: _____
Justification:	
Action:	
Returned Correspondence <input type="checkbox"/>	Form uploaded as an attachment to a CRM (mandatory) <input type="checkbox"/>

ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

9 MAY 2023

4.5 DEBOOS STREET - TREE/PEDESTRIAN ACCESS ISSUE

File Number: REP23/589
Author: Trainee Engineer
Authoriser: Engineering Asset Manager
Attachments: 1. Correspondence
2. Photos of Tree and Ramps

REPORT

Council is in receipt of correspondence discussing the current position of pedestrian access ramps and a gum tree on the eastern corner of Deboos Street and Polaris Street. As stated in the attached correspondence, the resident is concerned about the pedestrian access ramps that don't line up with the frequent direction of travel. The eastern access ramp has also become a hazard to all pedestrians due to a gum tree deforming the pavement and gutter, not allowing safe and easy access. Images of this tree are attached to this report.

To maintain a safer pedestrian access, there is two options.

Option one

Would require the removal of the gum tree, with re-instatement of pavement. The reason for this is due to the tree causing an uneven pavement not allowing for safe and easy access to pedestrians and mobility scooters. However, this lifted pavement and size of the tree trunk in proximity to the kerb causes issues with effective drainage of the road pavement along the eastern kerb in Deboos Street.

Option two

Would require installing a new pedestrian access ramp mirroring the opposing ramp to create improved access and safer direction of travel, this will still require removing the gum tree due to the damage caused to the pavement. In order to do this, it would involve removing roughly about 3m of heritage brick kerb and gutter and filling the existing pedestrian ramp (See image below).



ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

9 MAY 2023

Budget Implications

Estimated costs are provided below:

	Option 1	Option 2
Tree Removal and Pavement	\$3000	\$3000
Filling/Installing new and existing pram ramp	\$0	\$2500
Total	\$3,000	\$5,500

These costs will be charged to Street Tree Maintenance Program and Footpath Maintenance Funding.

Tree Maintenance Program has a remaining budget of \$76,556 for the 22/23 financial year.

The Footpath Maintenance budget has been fully spent for the 22/23 financial year and any works within this funding will have to be pushed back to next financial year (July soonest).

COMMITTEE RESOLUTION 49/2023

Moved: Cr Anthony Irvine

Seconded: Cr Rick Firman

That the Committee resolved to recommend to Council to scrape the pavement, install new pram ramp for alignment and retain the tree.

CARRIED

Reported by Tyler Madden

Cr Jason Goode voted against.

ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

9 MAY 2023

From:**Sent:** Thursday, April 6, 2023 12:40 PM**To:** Gary Lavelle <glavelle@temora.nsw.gov.au>; Councillors <councillors@temora.nsw.gov.au>; Claire Golder <cgolder@temora.nsw.gov.au>; Rob Fisher <rfisher@temora.nsw.gov.au>; Anthony Irvine <Airvine@temora.nsw.gov.au>**Cc:** Steph Cooke MP <cootamundra@parliament.nsw.gov.au>**Subject:** Polaris Street Footpath

Good afternoon all. Please view attached pictures and following text.

The pedestrian access crossing at Deboos street doesn't line up with the constant direction of travel and there's inadequate Street lighting to negotiate pedestrian access safely at night! Poor foresight when planned.

If you walk at night from Hoskins street towards AURORA Street or vice versa you'll see exactly what I mean.

I had a very hard time picking the directional change at 7pm travelling at 10km/h with my Hivisual lighting operating on my mobility scooter. It's only because I had a rough idea there was a non-uniform intersection here that I haven't driven straight off of the guttering at night. Cyclists with or without children would suffer the same fate if not very much worse fate! because they'd likely be travelling faster than 10klms/h. They'll faceplant onto the road at speed! I don't frequently travel this direction though and I stopped 1.5-2 metres from the guttering to re-evaluate the access situation.

Pedestrian access ramps need to line up with the line of travelling on the footpaths, Or street lighting installed, Or hivi reflective painted strips and reflective signs need to highlight the area (highlighting known hazard) Best cost effective course of action/correction would be to move the pedestrian access ramps to inline with the constant direction of the currently installed footpaths.

The tree roots are destroying the road in this intersection too.

This area might benefit from a steel access ramp for drainage purposes and to bridge over the continual hazard the tree roots are and will be posing.

Have a safe day.

Sincerely!



ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

9 MAY 2023

Image 1: Risen and Damaged pavement due to Gum tree roots.



Image 2: Damaged pavement and gutter due to Gum tree.



Image 3: Pedestrian access ramp is not parallel to opposite ramp.



ASSETS & OPERATIONS COMMITTEE MEETING MINUTES**11 JULY 2023**

4.7 TREE AND PEDESTRIAN ACCESS DEBOOS STREET

File Number: REP23/926
Author: Engineering Works Manager
Authoriser: Engineering Asset Manager
Attachments: 1. Deboos Street Images

REPORT

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

After concern raised in discussions the matter has been further investigated for this additional report. Following the previous report, as a new footpath was installed recently along the western side of Deboos Street the expenditure verse budget was examined to see if remaining funds were available to address this issue regarding kerb ramps at the northern end of the block in Deboos Street.

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

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

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

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

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

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

The kerb ramp on the western side of Deboos Street was only installed as part of the Polaris Street footpath project (Polaris Street between Hoskins Street and Temora High School) in the 2018/19 financial year. It may not reflect as a positive look pulling out infrastructure that's not very old with

current western side positioning occurring due to Telstra Infrastructure. When that project was delivered four (4) years ago, at this time to ensure compliance, the kerb ramp on the eastern side should have been removed and a new kerb ramp installed on the same alignment as the new western ramp. As this project was developed and delivered by a previous Engineering Works Manager that no longer works for Council comment on rationale for the decision previously made during project delivery can't be sought.

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As indicated removing newer infrastructure may not be a good look, though removing the tree would reflect in a more negative manner. Thus, to ensure the kerb ramps comply through being in alignment at this location, without causing harm to the tree which is being retained or risking future maintenance or safety issues by having a new kerb ramp close to the tree. It's proposed both existing kerb ramps be removed with kerb re-instated and new kerb ramps be installed as per images A, B, C and D attached.

It should be noted this new construction would comply, in that kerb ramps don't have to be at the intersection but any road crossing points each side of a road must align. Examples of this are seen in Hoskins Street as all crossing points are slightly offset back from the intersection on side streets, but alignment must be achieved on both sides of the road for pedestrian facilities.

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

Budget Implications

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

Total

\$6,000

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

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

Kris Dunstan arrived at 2:57pm

COMMITTEE RECOMMENDATION

Moved: Cr Jason Goode

Seconded: Cr Rick Firman

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

AMENDMENT

Moved: Cr Anthony Irvine

ASSETS & OPERATIONS COMMITTEE MEETING MINUTES**11 JULY 2023**

Seconded: Cr Graham Sinclair

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

The amendment was put and lost.

The motion was put and lost.

Report by Alex Dahlenburg



Image A: Proposed new kerb ramp location Eastern Side



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



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



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

13 ENGINEERING SERVICES

13.1 HEAVY VEHICLE DECALS - LOOK OUT FOR TRUCKS

File Number: REP24/1214

Author: Engineering Technical Officer

Authoriser: Engineering Asset Manager

Attachments: Nil

REPORT

This report was resolved to be deferred to the Council meeting for a recommendation on the matter.

Council has been approached by a Transport for NSW (TfNSW) representative advising that they have recently created heavy vehicle decal stickers that can be placed on the footpath to warn pedestrians of heavy vehicles.

TfNSW are seeking guidance on suitable locations for installation and a quote for Council staff to install them.

Example Decal:



Measurements (approx.):



Budget Implications

Nil

RESOLUTION 201/2024

Moved: Cr Anthony Irvine

Seconded: Cr Belinda Bushell

It was resolved that Council thanks TfNSW for the offer of decals but declines the offer.

CARRIED

Report by Amanda Colwill

14 ENVIRONMENTAL SERVICES**14.1 TEMORA FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN**

File Number: REP24/1100
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

At the December Assets and Operations Committee Meeting, the Committee considered a report following the completion of the public exhibition of the Temora Floodplain Risk Management Study and Plan.

At this meeting the Committee recommended that Temora Floodplain Risk Management Study and Plan be adopted by Council.

The report followed a briefing provided to Councillors on Tuesday 12 November 2024, by Scott Button on behalf of Lyall and Associates, who were the consultant firm engaged by Council to complete the Temora Floodplain Risk Management Study and Plan (FRMS&P).

Background

Council officers have been working with Council's flood consultants, Lyall and Associates, since 2020 to develop the Draft Temora FRMS&P.

The project has completed the following project milestones:

- Data Collection, Review & Community Consultation, including review of Temora Flood Study and Flood Model validation
- Flood Damages, Hazard/Hydraulic Categories & Floodplain Management Options
- Preparation of Draft Temora Floodplain Risk Management Study and Plan

The draft plan was previously presented to the Temora Floodplain Risk Management Committee on 29 July 2024. The meeting was attended by Cr Nigel Judd, Cr Max Oliver, Cr Anthony Irvine, Scott Button (Lyall and Associates, via Zoom), Steve Manwaring (DCCEEW), Joshua Stanbury (SES), Rob Fisher (Engineering Assets Manager) and Claire Golder (Town Planner).

The plan provides comprehensive mapping of a range of flood scenarios and recommendations for future actions to mitigate against the impacts of flooding in Temora, including construction of stormwater detention basins, investigation of flood warning systems, community education, vegetation management and planning controls through Council's Development Control Plan.

The draft Temora FRMS&P was publicly exhibited between Thursday 22 August 2024 and Thursday 17 October 2024.

The draft plan was available for viewing at Council's offices, Temora Library and on Council's website.

Council staff held three drop in sessions at the Council Offices on Wednesday 11 September - Friday 13 September 2024 between 11am and 2pm, as well as offering assistance both over the phone and in person by appointment.

As a result of the public exhibition, no written submissions were received.

A copy of the final Temora FRMS&P is provided under separate cover.

Discussion

The preparation of the Temora FRMS&P has been an extensive and thorough process. The plan has provided a strong understanding of the causes, impacts and proposed mitigation of flooding in Temora. The adoption of this plan will allow Council to plan for future projects to prevent impacts of flooding due to future development, and to reduce the impacts of existing flooding risk through the future delivery of key projects which will reduce the impacts of flooding.

Integrated Planning and Reporting

Community Strategy Plan Theme 4: Enjoying our beautiful environment

Strategy 4.5 A community that sustainably plans for its future

Council Policy/Legislation

Temora Local Environmental Plan 2010

Options

Council has the option to adopt the final Temora FRMS&P, or defer its decision to seek additional information if required

Budget Implications

The adoption of the Temora FRMS&P will generate demand for funding for the implementation stage of the plan. Council has the opportunity to seek grant funds for the delivery of projects unable to be completed in-house by Council officers.

Risk Implications

There is a risk to Council if the plan is not adopted, as this could delay the delivery of identified projects to reduce the impacts of flooding in Temora

RESOLUTION 202/2024

Moved: Cr Belinda Bushell

Seconded: Cr Nigel Judd

It was resolved that Council adopt the Temora Floodplain Risk Management Study and Plan.

CARRIED

Report by Claire Golder

15 ADMINISTRATION AND FINANCE**15.1 REVISED COMMUNITY ENGAGEMENT STRATEGY****File Number:** REP24/1233**Author:** Economic Development Manager**Authoriser:** Director of Administration & Finance**Attachments:** 1. Revised Community Engagement Strategy - Dec 2024 [↓](#) **REPORT**

The purpose of this report is to present the revised Community Engagement Strategy (CES) for Temora Shire Council. The revised CES incorporates changes recommended by a recent audit to align with the Integrated Planning & Reporting (IP&R) Handbook for Local Councils in NSW. This report outlines the rationale for these changes, details the key amendments, and recommends the adoption of the revised CES.

Background

Temora Shire Council's Community Engagement Strategy is a vital framework guiding how the Council interacts with its community. It is an essential element of the IP&R legislative framework and is required to be reviewed within 3 months of a local government election as part of the broader review of the Community Strategic Plan (CSP).

A compliance audit of Council's IP&R process and documentation conducted in October 2023 by Morrison Low identified overall that Council's CES was a strong document and generally complied with the IP&R Handbook, however some areas for improvement were identified, specifically in processes for providing feedback on engagement outcomes and evaluating the success of engagement activities.

The revised CES has been updated to address these gaps and ensure compliance with legislative and best practice standards outlined in the IP&R Handbook. Sections 10 and 11 have been updated to reflect the audit feedback.

Summary of Key Changes**A. Feedback Process on Engagement Outcomes**

Why: The audit identified a need for clearer mechanisms to inform the community about how engagement feedback influences Council decisions.

What Changed:

- Development of public summary reports on community engagement outcomes.
- Introduction of regular community feedback forums.
- Direct communication through newsletters, social media updates, and email notifications.
- Establishment of a publicly accessible engagement register.

B. Engagement Success Evaluation Process

Why: The audit recommended implementing a formal process for evaluating engagement effectiveness.

What Changed:

- Creation of an evaluation framework with clear performance indicators (KPIs).
- Introduction of post-engagement surveys to measure community satisfaction.
- Annual review of CES performance with findings published in the Council's Annual Report.
- Integration of evaluation results into Council's decision-making and planning processes.

Council Policy/Legislation

The revised CES complies with Section 402A of the Local Government Act 1993 and aligns with the IP&R Handbook for Local Councils. It integrates the principles of equity, access, participation, and rights, ensuring inclusive and transparent engagement practices.

RESOLUTION 203/2024

Moved: Cr Belinda Bushell

Seconded: Cr Graham Sinclair

It was resolved that Council adopt the revised Community Engagement Strategy as presented.

CARRIED

Function: Governance

Temora Shire Council

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TEMORA SHIRE COUNCIL



TEMORA
The Friendly Shire

COMMUNITY ENGAGEMENT STRATEGY

DRAFT

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Review Details

ABOUT THIS RELEASE

DOCUMENT NAME: Community Engagement Strategy
CODE NUMBER:
AUTHOR: Temora Shire Council
ENDORSEMENT DATE: December 2024

REVIEW

Revision Date	Revision Description		Date approved by Council	General Managers Endorsement
2021-2022	Community Engagement Strategy 2021-2022	1		
December 2024	Review	2		

PLANNED REVIEW

Planned Review Date	Revision Description		Review by

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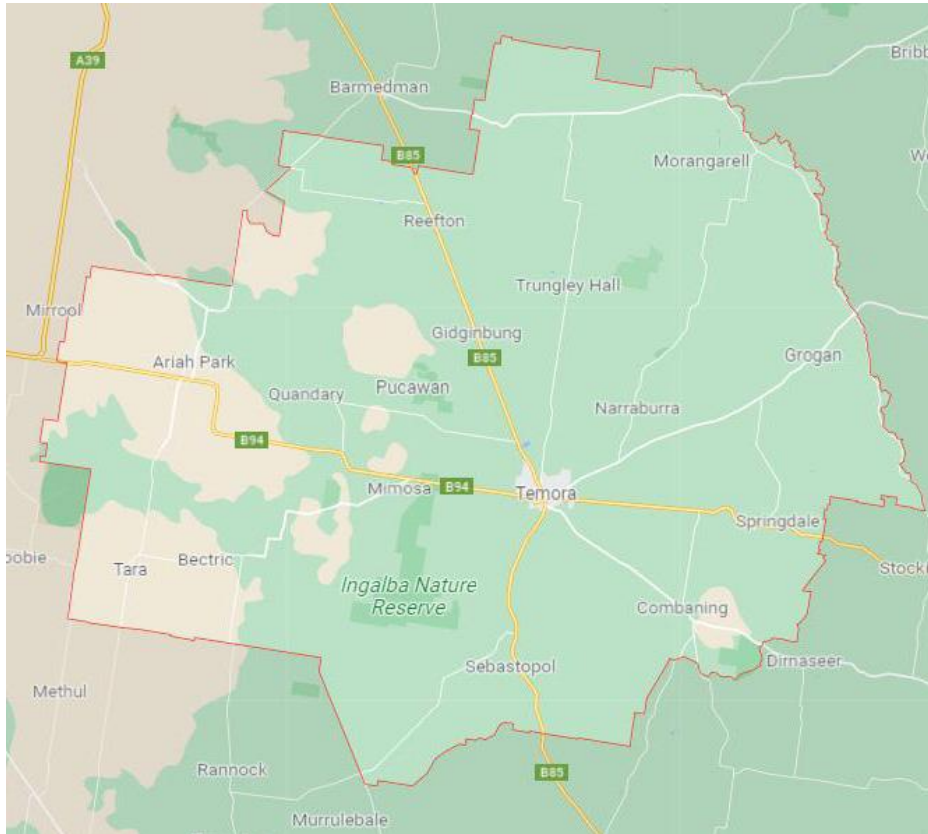
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District Map



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1. Introduction

Temora Shire Council values input from the wider community as it helps to ensure that the services, we provide are relevant, timely and of value.

A Community Engagement Strategy (CES) is a key component in meeting Council's legislative requirements for community participation under the *Local Government Act 1993* and *Environmental Planning and Assessment Act 1979*.

The legislation asks councils to actively engage with their local communities as a principle of good governance and recognises that community participation results in better outcomes.

This CES is a roadmap for creating and maintaining positive relationships and effective engagement with our community. It strives to embed best practice consultation across Council now and into the future.

The level that we engage with the community will vary substantially depending on the scale and scope of the project or plan.

Community, as referred to in the CES, includes anyone that is affected by the project or plan, and can include individuals, community groups, non-government organisations, New South Wales and Australian government bodies.

2. What is community engagement?

Community engagement, also known as 'public participation', is about involving people in decision making and it is at the very core of the democratic processes in local government.

2.1 Why is it appropriate?

Temora Shire Council recognises that people have a right to be informed and to have a say on projects that are important to them, or which have an impact on their daily lives. Community engagement provides Council with a better understanding of community views and values and helps us to make more informed decisions and deliver better services.

2.2 Why do we need a strategy?

The Community Engagement Strategy outlines our approach to engage with the community and stakeholders. It provides transparency and clarity for all stakeholders so they can understand their role in the decision-making process. The strategy outlines who, when and how we will engage on plans, policies, projects, and service delivery.

2.3 Legislative Requirements

Council must comply with a legislation that sets out when we must initiate consultation. Section 402A of the *Local Government Act 1993* requires council to: *establish and implement a strategy (called its community engagement strategy) for engagement with the local community when developing its plans, policies, and programs and for the purpose of determining its activities (other than routine administrative matters).*

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2.4 This document sits alongside the Community Participation Plan

The *Environmental Planning and Assessment Act 1979* (EP&A Act) requires planning authorities to outline how and when the community will be engaged across planning functions like policy making and assessment. These requirements are outlined in our Community Participation Plan (CPP) which is available on Council's website temora.nsw.gov.au.

Our Community Engagement Strategy (this document) has been developed in response to these requirements as well as those set out in the *Local Government Act 1993*. This strategy also covers non-planning matters.

3. Engagement Aims

Our community engagement aims:

Clarity of Purpose

We will clearly define why the engagement is occurring, its context, and what information we are seeking from the engagement activities.

Commitment

We will demonstrate commitment to establish and maintain credibility and accountability and provide safe opportunities for community voices to be heard.

Communication

We will establish a two-way process of providing accurate and timely information and demonstrate that feedback is valued and is being used to inform Council's planning and decision making. We will use plain English and a variety of tools to be effective in our communication.

Evidence

We will establish good engagement practices that are based on a sound research and quality information and support our community conversations with information and evidence.

Flexibility & Responsiveness

We will establish engagement plans that are flexible during the engagement process to ensure equitable access to the process for all.

Timeliness

We will ensure that interested community members and other stakeholders have information early about the opportunities that will be available for their engagement, as well as the duration of activities and when the outcome of those activities will be available.

Inclusive

We will ensure that a cross-section of the Temora Shire community is enabled to participate in each community engagement activity, and we will proactively engage those people whose voices are often not heard.

Collaboration

We will establish partnerships with relevant community groups, business and industry, State and Federal governments, our regional partners, and others to enable two-way communication, and timely and information engagement.

Continuous Improvement

We will establish and maintain processes that ensure Council learns from community engagement activities and is able to monitor and evaluate for future improvements.

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3.1 Social justice principles

Our approach reflects the social justice principles of equity, access, participation, and rights.

- Better **understand** the needs of the community
- **Educate** the community and stakeholders about the potential issues that may impact Temora Shire over the next 10 years.
- Obtain **input** into a 10-year vision for the shire including future priorities, needs and aspirations.
- **Inform** the community and stakeholders (target audience) of the opportunities to participate in the development of plans, policies, and programs.
- **Engage** with a broad cross section of the community that is representative and inclusive of our demographics.
- **Create** collaborative partnerships with government agencies to ensure goals and strategies are inclusive of existing state and regional plans.
- **Meet** requirements of legislation, policies, and procedures

4. Roles & Responsibilities

Mayor

The mayor is to:

- Act as the spokesperson for the council to promote engagement on key strategic plans including developing the CSP (Community Strategic Plan).
- Together with the General Manager, ensure adequate opportunities and mechanisms for engagement between council and the local community.
- Promote partnerships between council and key stakeholders.

Mayor & Councillors

Elected representatives are to:

- Promote engagement on key strategic plans including supporting and participating in community engagement for the development of the CSP (Community Strategic Plan).
- Participate in the development of IP&R (Integrated Planning & Reporting) component documents, including the CSP.
- As members of the elected body, endorse the CSP on behalf of the community and approve the remaining component IP&R documents.

General Manager

The General Manager is to:

- Engage the community in relation to operational activities.
- Oversee preparation of the CES and IP&R component documents and endorsement by the elected council.
- Ensure that community members are given enough information to participate in the IP&R process in a meaningful way.

Staff

Councils staff are to:

- Work with and support the General Manager in the development of the strategy and plans to engage the community.
- Implement the engagement strategy and provide timely advice to the general manager on community views

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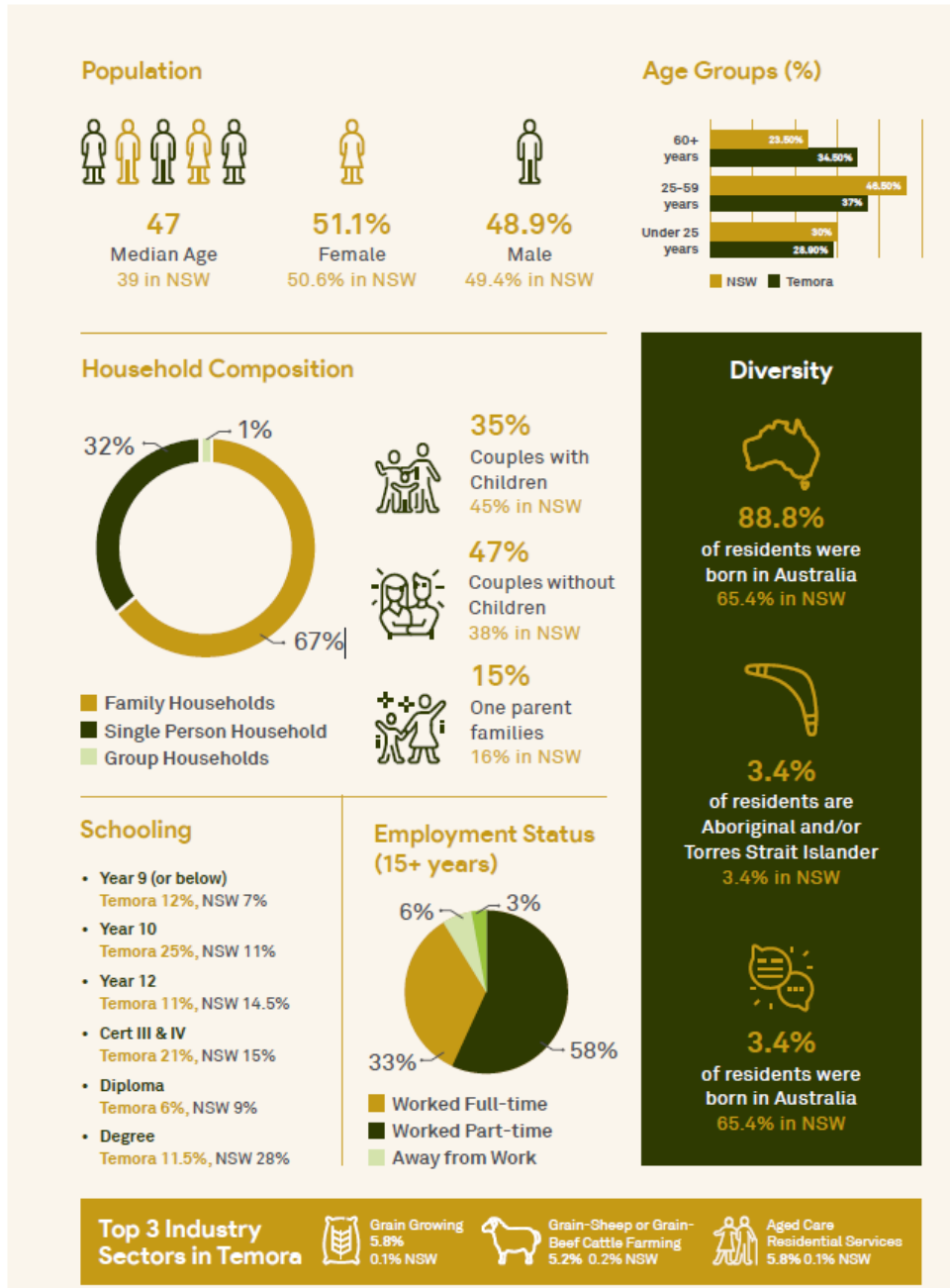
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5. Who we are

If we are to effectively engage, we need a clear picture of who we are. The following graphic provides a snapshot of our community.



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6. Who we engage with

A vital component of the community engagement process includes identifying and understanding key stakeholders who will be impacted by or who have an interest in a decision. Our engagement aims to reach the community to ensure a range of views are heard.

Individual residents and ratepayers, and we will proactively seek opportunities to hear from:

- Children and young people
- Retirees and other people
- First nations people
- People with disability
- People with English as a second language
- People who work.
- Unemployed people
- Parents and carers
- People who live in our towns
- People who live in more rural and remote parts of the Shire
- People of different genders and sexualities
- People who are students
- People who are volunteers
- People who live by themselves
- People who live with their family
- People who live in share-houses and other accommodation arrangements.

People who come to our Shire to work, rest and play.

- Contractors and short-term employees
- Tourists and other visitors to our Shire
- People who come in our Shire to participate in sporting, cultural and other leisure activities.

Representatives of other government organisations

- Neighbouring councils
- Goldenfields Water County Council
- Riverina Joint Organisation
- State Government agencies such as Primary Industries and the Environment, Health, Housing, Education, Regional Development, Family & Community Services, Planning, Heritage, Police, Sport, Local Land Services
- State & Federal members of Parliament.

Representatives of community groups, businesses, and industries

- Farming/Agricultural groups
- Hospitality and retail representatives
- Health and aged care groups
- Temora Business Enterprise Group
- Essential Energy
- Aviation groups
- Schools
- Sports Clubs
- CWA
- Men's Shed
- Senior Citizens

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- Progress Associations
- Church groups
- Village committees
- Service Clubs
- Council advisory groups & community committees.

What we engage on

Project	Level of Engagement	Timeframe
Integrated Planning & Reporting Documents	Involve	28 days
Council Policies	Consult	28 days or Council resolution
Masterplans to inform future works eg: playgrounds, pedestrian access	Involve	At least 28 days
Council Strategies	Involve	At least 28 days
Reclassification of Land	Consult	28 days
Development Applications	Consult	14 days
Project & Service Delivery	Inform	7 days
Emergency Notification	Inform	As soon as practicable
Road Naming Proposals	Consult	21 days with a further 21 days after Council GNB approval
Donation Requests	Inform	28 days
Australia Day Nominations	Inform	3 months?
Leases, Tenders, Expressions of Interest	Inform	14 days
Committee representation	Inform	28 days

7. How we engage

7.1 Engaging in person

Engagement or participation is not only about having your say, but also about listening to others to understand their point of view. In person engagement activities allow an opportunity for discussion.

- Exhibition documentation displayed at Temora Shire Council administration office.
- Community workshops, stakeholder meetings and information sessions enable the community to understand and be understood by others when sharing their views.
- Council deputations allow community members to address Councillors on items for consideration at a public forum prior to council meetings.
- Committees provide a meeting forum for community group representatives to raise issues relevant to the Committee's Terms of Reference
 - Environmental Liaison Committee
 - Local Emergency Management
 - Riverina Eastern Regional Organisation of Councils (REROC)
 - Riverina Regional Library Service
 - Bland-Temora Bushfire Zoning Liaison Committee
 - Goldenfields Water County Council
 - Temora Traffic Committee
 - Riverina Regional Weeds Committee
 - Lachlan Regional Transport Committee

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- Riverina JO
 - Pinnacle Community Services Committee
 - Mary Gilmore Cultural Festival Committee
 - Imagine Temora
 - Lake Centenary Management Committee
 - Australia Day
 - Aria Park Advisory Committee
 - Bushfire Management Committee
 - Bundawarra Centre Management Committee
 - Friends of Temora Shire Cemeteries
 - Town Hall Theatre
 - Temora Agriculture and Innovation Committee
 - Temora Women's Network
 - Springdale Community Committee
 - Temora Business Enterprise Group (TBEG)
 - Temora and District Sports Council
 - Heritage Committee
 - Film Club
 - Aria Park Pool Committee
 - Access & Equity Committee
 - Sister City Committee
 - Temora Fight the Fruit Fly Committee
 - Temora Arts Centre
- Direct contact, either in person or over the phone, with individual community members and groups on specific projects and plans.

7.2 Engaging online

Online communication and engagement are growing and can allow people who may otherwise be excluded from in-person engagement activities to have their say.

- Council's website provides information to the public on all Council projects and services and invites feedback.
- Social media keeps the community up to date on Council news and provides the community access opportunities to learn more and have their say on Council matters.
- Narraburra News provides a monthly update on council news including council meetings.

7.3 Engaging traditionally.

There is still a need and appetite for traditional methods of engagement. Some traditional methods are outlined under engaging in person.

- Print publications distributed to our stakeholder groups include Narraburra News
- Direct mail to residents and groups, including rates notices.
- Onsite or physical displays and signage at events or key locations.

8. Levels of Community Participation

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Council's approach to community engagement is built upon a spectrum developed by the International Association for Public Participation (IAP2).

IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

The IAP2 Public Participation Spectrum identifies that there are different levels of engagement from Informing through to Empowering. No single approach to engagement will serve every project. The spectrum requires that the level of engagement must be determined by considering the issue, problem or opportunity requiring engagement, the objectives to be achieved by engaging and the extent that the community can assist us to make decisions.

Strategy	Application Examples	Goal	Commitment	Method
Inform	<ul style="list-style-type: none"> • Customer Service Enquiries • Rate Notices • Weekly Radio address • The Temora Independent • Social Media platforms 	<p>To provide stakeholders with appropriate information on Council, its decision making, services, events, projects and any associated issues.</p> <p>This is the primary form of community For a number of people, depending on the nature of the issue, this may be the only form of community engagement they want</p>	<p>We will keep you informed</p>	<ul style="list-style-type: none"> - Media releases - Narraburra News - Online: website, email, social media, forums, e-newsletters - Distribution of inhouse documents and publications - Notification letters - Public consultation - Letter box drops - Internal Communication/consultation - Official opening/launch - Displays
Consult	<ul style="list-style-type: none"> • Development Applications • Council Policies • Planning Proposals 	<p>Actively seeks stakeholder's views and input into policy, plans and decisions.</p> <p>Council retains overall decision making responsibility</p>	<p>We will listen to you, consider your ideas and concerns and keep you informed.</p> <p>Planning decisions should be made in an open and transparent way and the community will be provided with reasons for those decisions, including how community views have been taken into account.</p> <p>Workshops or Committees established to provide input into</p>	<ul style="list-style-type: none"> - Media releases - Community newsletters - Paid advertising - Online: website, email, social media, forums, e-newsletters - Distribution of inhouse documents and publications - Notification letters - Community meetings - Surveys and questionnaires - Public consultation - Letter box drops - Internal communication/consultation

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			Strategic Documentation, will be compiled into a report that will accompany our Documents while on Public Exhibition	<ul style="list-style-type: none"> - Official opening/ launch - Pre-application consultation re major Development Applications - Planning Forums - Displays
Involve	<ul style="list-style-type: none"> • Delivery Program • Operational Plan • Planning Strategies • Major Projects 	<p>To work directly with stakeholders to ensure that ideas, concerns and aspirations are understood and considered.</p> <p>Involving a two way exchange of information that encourages discussion and provides an opportunity to influence the outcome.</p> <p>While 'involve' assumes a greater level of participation by stakeholders as they work through issues and alternatives to assist in the decision-making process, Council retains overall decision making responsibility.</p>	<p>We will work with you to ensure that your ideas, concerns and aspirations are considered and provide feedback. Planning decisions should be made in an open and transparent way and the community will be provided with reasons for those decisions, including how community views have been taken into account. Working Groups or Committees established to provide input into Strategic Documentation, will be compiled into a report that will accompany our Documents while on Public Exhibition</p>	<ul style="list-style-type: none"> - Media releases - Community newsletters - Paid advertising - Online: website, email, social media, forums, e-newsletters - Distribution of inhouse documents and publications - Notification letters - Community meetings - Surveys and questionnaires - Committees - Public consultation - Letter box drops - Internal communication - Official opening/ launch - Displays
Collaborate	<ul style="list-style-type: none"> • Community Strategic Plan (CSP) • Community Committee • Major Projects 	<p>To work in partnership with stakeholders, incorporating their input and advice, jointly formulating solutions and/ or options, and sharing agenda setting and deliberation of issues.</p> <p>Occurs when ownership of an issue is shared between Council and community stakeholders.</p> <p>May be some level of delegated decision</p>	<p>We will work together in seeking the best outcomes for Temora Shire Council Working Groups or Committees established to provide input into Strategic Documentation, will be compiled into a report that will accompany our Documents while on Public Exhibition.</p>	<ul style="list-style-type: none"> - Surveys and questionnaires - Online: website, email, social media, forums, e-newsletters - Focus groups - Forums and Workshops - Media releases - Committees - Public exhibition - Letter box drops - Internal communication/ consultation - Official opening/ launch - Displays

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File Name: Community Engagement Strategy

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Function: Governance

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Policy Number:

		making to community stakeholders, but Council retains overall decision making responsibility.		
Empower	Very specific community projects where Council has the ability to delegate decision making authority	<p>To place final decision making in the hands of stakeholders.</p> <p>Empowered communities share responsibility for making decisions and accountability for the outcomes of those decisions.</p> <p>Legislative and policy frameworks may give power to communities to make decisions. The community may have the power to make a limited range of decisions (e.g. on a specified issue or for a limited time) or it may have extensive. decision- making powers.</p>	We will ensure the collective position of the community is an integral part of the decision-making process	By ensuring that the core principles of integrity, inclusion, deliberation and influence are evident in all community engagement.

Revision Number: 2
 File Name: Community Engagement Strategy

Revision Date: December 2024

Page Number: 14

Function: Governance

Temora Shire Council

Policy Number:

9. Community Engagement Planning



10. How we respond to feedback

We want to ensure the community feedback is considered when decisions are made. Once feedback has been considered, Council staff will recommend next steps or outcomes.

As part of the process to close the loop, we will:

- **Summary Reports:** Publish community engagement outcomes on the Council's website, showing how feedback influenced decisions.
- **Community Feedback Forums:** Host forums where decisions influenced by community input are explained.

Revision Number: 2
File Name: Community Engagement Strategy

Revision Date: December 2024

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Function: Governance

Temora Shire Council

Policy Number:

- **Direct Communication:** Use newsletters, social media, and email notifications to share engagement outcomes.
- **Engagement Registers:** Maintain an accessible engagement register outlining consultation activities and outcomes.
- **Engagement Page:** Update the engagement page outlining engagement outcomes and next steps.
- **Email** those who provided feedback with the outcomes of the consultation and link to the project page. Prior to Council considering the matter, we will email people who have provided feedback (who have not opted out of receiving updates) that a report will be submitted to Council.

When an item is placed on exhibition the resulting report to Council will provide the findings of the community engagement. The Council report will include a high-level summary of engagement and may include:

- Engagement and communication methods used.
- Participation and engagement data
- Information about submissions/feedback received.

The report will summarise the submissions and provide a staff response. Submissions may be provided as an attachment.

Following a Council meeting, those who provided feedback will be emailed Council's resolution, The project page will be updated, and link to Agendas and Minutes will be included in Council's eNews.

11. Evaluation and measurement

To measure and evaluate the effectiveness of our engagement, we assess:

- Measurable participation levels in engagement activities.
- The methods used and if they were appropriate and relevant to the stakeholders.
- If the responses were relevant to the plan or project
- Verbal and written feedback from the community on the effectiveness of the engagement activities used, and adequacy of the material and information to give informative feedback.
- Achievement of the engagement aims in the Community Engagement Strategy
- If we engaged with diverse groups, and what feedback we receive from under-represented groups.

To ensure effective measurement and continual improvement we will:

- **Evaluation Framework:** Create criteria for evaluating engagement effectiveness, including participation rates, representativeness, and feedback quality.
- **Post-Engagement Surveys:** Conduct surveys after major engagements to measure community satisfaction with processes.
- **Annual Review:** Perform an annual CES review, incorporating key performance indicators (KPIs) related to engagement reach and effectiveness.

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File Name: Community Engagement Strategy

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Function: Governance

Temora Shire Council

Policy Number:

- Audit and Reporting: Include engagement evaluation findings in the Council's annual report.

These evaluation results will be used to continually improve our engagement methods and inform future engagement strategies. We will conduct an Annual CES performance review with detailed reporting on achieved KPIs and a bi-annual community satisfaction surveys to gauge public awareness of Council's engagement efforts.

This strategy will be reviewed within three months of the local government election, as part of the broader review of the Community Strategic Plan, or as required in the event of legislative changes or requirements.

Revision Number: 2

File Name: Community Engagement Strategy

Page Number: 17

Revision Date: December 2024

16 CORRESPONDENCE**16.1 TEMORA HERITAGE COMMITTEE - TEMORA HOSPITAL REDEVELOPMENT HERITAGE PRESERVATION****File Number:** REP24/1211**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Heritage Committee [↓](#) **REPORT**

Council has received correspondence from Temora Heritage Committee noting its disappointment that, whilst previously holding meetings to engage with NSW Health there was no mention at all of preserving the history and heritage of the current Temora Hospital building.

The current hospital building has been in place at this site since 1939.

To date, NSW Health has made only limited references to recording the historical significance of this building.

The Heritage Committee is seeking support from Council to make representations through the Member for Cootamundra, Ms Steph Cooke MP, to seek written confirmation from NSW Health that the current building will be professionally recorded through photographs, collection and cataloguing significant items from the building and record history through interview with current and former staff members prior to demolition works commencing. In addition, the Committee will seek the commitment of NSW Health that the photographs and significant items are displayed as part of a historic gallery within the new hospital building.

Cr Belinda Bushell declared a non-pecuniary interest in relation to item REP24/1211 , due to being a Heritage Committee member.

Cr Rick Firman declared a non-pecuniary interest in relation to item REP24/1211 , due to being a LHAC committee member.

Mr Kris Dunstan, Director Environmental Services declared a non-pecuniary interest in relation to item REP24/1211, due to being a Heritage Committee member.

RESOLUTION 204/2024**Moved:** Cr Graham Sinclair**Seconded:** Cr Brenton Hawken

It was resolved that Council makes representation to the CEO, Jill Ludford of MLHD copying the Member for Cootamundra, Ms Steph Cooke MP to have written confirmation from NSW Health that the history of the current building will be professionally recorded through photographs, collection and cataloguing of significant items from the building.

AND FUTRHER

That the photographs and significant items are considered to be displayed as part of a space within the new hospital building.

CARRIED



PO Box 262
TEMORA NSW 2666

02) 69 801 100

Ms Melissa Boxall
General Manager
Temora Shire Council

5 December 2024

Dear Ms Boxall,

RE: TEMORA HOSPITAL REDEVELOPMENT HERITAGE PRESERVATION

I am writing on behalf of the Temora Heritage Committee, following their meeting held on 5 December 2024.

The Temora Heritage Committee is a stakeholder with an interest in the planned Temora Hospital Redevelopment and has engaged several times with representatives from NSW Health regarding the redevelopment plans.

The Temora Heritage Committee acknowledges the decision of NSW Health that the most suitable redevelopment of the Temora Hospital involves demolition of the existing hospital building and rebuilding a new hospital on the same site.

The Committee has noted the recent Project Update- November 2024, which covered the following matters:

- Planning and design consultation
- Arts
- Landscaping
- Staging Plan
- Safety
- Connecting with Country

However, the Committee was disappointed to note that, whilst previously holding several meetings to engage with NSW Health, there was no mention at all of preserving the history and heritage of the current Temora Hospital building.

The Temora Hospital holds a special place in local Temora Shire history, with the current building being in place at this site since 1939. The current Temora Hospital is a prominent building, being three levels and is in the international style of the period by a noted Hospital Architect, with distinguishing features such as circular windows, curved elements and projecting balconies. Currently, NSW Health has made only

limited references to recording the historical significance of this building, with Temora Heritage Committee members conducting extensive work on a voluntary basis, through photographing the existing building, and collecting any hospital memorabilia that has been donated by the local community. However, this approach should not be the sole source of recording the history of this building before it is demolished.

We are therefore requesting the support of Council to make representations through the Member for Cootamundra, Ms Steph Cooke MP, to seek written confirmation from NSW Health that the current building will be professionally recorded through photographs, collection and cataloguing of significant items from the building, and recorded history through interviews with current and former staff members, prior to demolition works commencing.

In addition, the Committee will seek the commitment of NSW Health that the photographs and significant items are displayed as part of a historic gallery within the new hospital building, with additional items and photographs provided for display as part of the Bundawarra Centre collection.

As the contractor tender process will commence in early 2025, we emphasise the urgency of these representation, to ensure that the necessary recording, collections and allowance for historic display area within the new building are included as part of the tender for delivery.

The Temora Heritage Committee, including Council's Heritage Advisor, Mr David Scobie, again confirms their support for this significant project, beneficial to Temora Shire and surrounding districts for the coming decades, whilst respectfully requesting that the legacy of the current Temora Hospital is preserved for the understanding and appreciation by future generations.

Yours sincerely,



KJ Dunstan
Chairman
Temora Heritage Committee

17 BUSINESS WITH NOTICE

Nil

18 NOTICE OF MOTION

Nil

19 BUSINESS WITHOUT NOTICE - URGENT

20 COUNCILLORS INFORMATION PAPER**RESOLUTION 205/2024**

Moved: Cr Graham Sinclair

Seconded: Cr Belinda Bushell

It was resolved that the Information Reports be received.

CARRIED

20.1 LGNSW CONFERENCE REPORT

File Number: REP24/1078

Author: Executive Assistant

Authoriser: General Manager

Attachments: Nil

GENERAL MANAGERS REPORT – LGNSW ANNUAL CONFERENCE 2024 – TAMWORTH

The General Manager, Cr Judd and Cr Hawken attended the LGNSW Annual Conference, held in Tamworth on Sunday 17 to 19 November 2024. The Mayor Rick Firman was a late apology due to personal circumstances.

Over 900 delegates from Councils across NSW were in attendance. A total of 110 motions covering a diverse range of issues were discussed and resolved. The agenda included the following key note addresses:

- Local government finance: challenges and opportunities Andy Johnston – LGIU
- Countering cyber threats - Protecting your council and community Arjun Ramachandran & Jonathan Topham – elevenM
- Working together to shape thriving communities Kiersten Fishburn, Secretary, NSW Department of Planning, Housing and Infrastructure
- Planning for and expecting success – it doesn't happen by accident Liz Ellis AO

In addition to the Conference agenda the General Manager attended the following events as part of the Conference:

- StateCover Members lunch for General Managers
- Dinner hosted by Randwick Council
- ALGWA Breakfast with a presentation from Scientia Professor Veena Sahajwalla, Director, Centre for Sustainable Materials Research & Technology, The University of New South Wales

COUNCILLOR NIGEL JUDD REPORT

Along with TSC General Manager, Melissa Boxall and Cr Brenton Hawken, I attended the 2024 LGNSW Annual Conference at the Tamworth Regional Entertainment and Conference Centre, from Sunday, 17th November to Tuesday, 19th November, 2024.

With the late withdrawal of Mayor, Rick Firman, I acted as the Voting Delegate for the Temora Shire Council.

There were 900 Delegates at the Conference from all around NSW and the Metropolitan areas.

On the Sunday afternoon, I attended two sessions where the speakers were the Hon. Helen Murrell, S.C., the head of ICAC, and the second session, where the Auditor General, Bola Oyetunji, was the guest speaker. We then travelled back into Tamworth to the Town Hall for the President's Welcome Reception.

On Sunday evening, we met with our hosts for dinner for the evening, Randwick City Council, and were joined by members of the Narrabri Shire Council, who also have a sister City Relationship with Randwick. At the conclusion of the evening, I mentioned that it was twenty years since we started these annual dinners – I was Mayor of Temora Shire at the time, and Cr Murray Matson was Mayor of Randwick, and they invited us to Randwick to join them for tea in their Council Chambers. It was great to catch up with Alexandra Luxford and Carolyn Martin, who were in Temora for the recent TAM Warbirds, and other regulars, Bill Burst, Noel D'Souza and Danny Said. It was good to see General Manager, Ray Brownlees, PSM, back at Randwick after a stint at Northern Beaches.

On the Monday evening we attended the LGNSW Annual Conference Dinner at TRECC, where a number of Long Service Awards were handed out., including two mentions of Temora Shire Councillors.

Tuesday was only a half a day Conference, but the highlight was the final Keynote Guest Speaker, Liz Ellis, AO, who was the former Australian Netball Player and captain, and now Board Member of Netball Australia. Liz gave an inspiring address, and linked the leadership skills needed in Netball to be the same needed in Local Government.

Tamworth is certainly fortunate to have a facility like TREEC, as it had the capacity to have a seated and tiered Conference Room, a large area for the Trade Displays, and yet another adjoining area set up for a 700 sit down Conference Dinner, with a stage for speeches and a Dance Band.

Right next door to TREEC is the huge Tamworth Equex Centre, which attracts horse events from all over NSW. Unfortunately Wagga does not have these size facilities to be able to host a LGNSW Conference.

The 2025 LGNSW State Conference will be hosted by Penrith City Council.

COUNCILLOR BRENTON HAWKEN REPORT

I attended the Local Government NSW (LGNSW) Conference in Tamworth from Sunday, 17th November to Tuesday, 19th November 2024. The conference saw the debate and resolution of 111 policy motions, with 106 motions successfully carried. These motions will play a pivotal role in shaping LGNSW's advocacy for the coming year and reflect the collective priorities and concerns of councils across New South Wales. Key areas of discussion included infrastructure funding, environmental sustainability, waste, housing supply and affordability, and strengthening support for regional councils to ensure financial sustainability. Each motion provided valuable insights into the diverse needs of local government.

The conference offered an opportunity to interact, connect and network with other councillors, industry leaders and local government staff from across the state. The networking sessions allowed for the exchange of ideas, experiences, and strategies that can help shape better outcomes for our Shire. Building relationships with peers in local government was invaluable for sharing best practices and fostering a collaborative approach to common challenges.

For me, as a first-time attendee, the conference was an excellent introduction to the inner workings of local government and the role LGNSW plays in representing councils. It highlighted the importance of collective advocacy and the impact of well-informed policy development in achieving tangible outcomes for our communities.

I am grateful for the opportunity to attend this event. I look forward to applying the knowledge gained and the connections made to strengthen my contributions to Temora Shire Council and benefit our shire. I was joined by Councillor Nigel Judd and General Manager Melissa Boxall, and I extend my sincere thanks to them for their guidance and support throughout the conference.

20.2 WORKS REPORT - NOVEMBER 2024

File Number: REP24/1227
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

WORKS REPORT – NOVEMBER 2024**Main Roads**

- MR 57 Goldfields Way – inspection and routine maintenance
- MR 84 Burley Griffin Way – inspection and routine maintenance
- MR 84 and 57 Heavy patching
- MR 84 Pucawan project
- MR 57 and 84 Heavy patching

Local Roads

- Howards Road upgrade
- Morangarell Road heavy patching
- Goeschs Lane resheeting
- Maintenance grading
- Slashing and Spraying
- Old Cootamundra Road pipe culverts and causeway upgrade
- Pipe culvert installation on Grogan Road

Urban Temora & Ariah Park

- Urban slashing and spraying
- Urban heavy patching
- Loftus Street K and G
- Parks and sporting field maintenance items
- Victoria Street drainage works
- Lake Centenary Walking Track Bridge
- Speed Advisory signs on various local roads







Works planned for December 2024

- Howards Road upgrade – Bridge culverts
- Pucawan upgrade project
- Pipe culverts on Morangarell Road

- Maintenance grading of rural roads when weather permits
- Weed spraying and slashing.
- Nixons Lane pipes and cutoff wall

Report by Pat Kay

20.3 ON ROAD BIKING EVENT 2025**File Number:** REP24/946**Author:** Environmental Secretary**Authoriser:** General Manager**Attachments:**

1. Dubbo to Leeton - Map Route [↓](#) 
2. Traffic Management Documents - NSW Police [↓](#) 
3. Traffic Diagrams - Bike Formations and Road Conditions [↓](#) 
4. Standard Operating Procedures for a Major Incident [↓](#) 
5. Cue Sheet - Day 2 - Arriving in Temora [↓](#) 
6. Cue Sheet - Day 3 - Leaving from Temora [↓](#) 

EVENT BRIEF:

Ride to Give was established as a charity cycle event to raise much needed funds for Back Track and Boys to the Bush (two regional local charities supporting disadvantaged youth) which is managed by Entoure, a cycle event management company. The ride looks to raise around \$500,000 for the two charities from this event.

This is a 3-day cycle event starting from Dubbo on 30 March 2025 and arriving in Leeton on 1 April 2025. The riders will arrive to Temora on 31 March, stay the night in town and then depart on 1 April.

Riders and support staff will be staying across 4 motels in Temora being:

1. Aromet Motor Inn
2. Koreela Park Motor Inn
3. Goldtera Motor Inn
4. The Fed and Bed

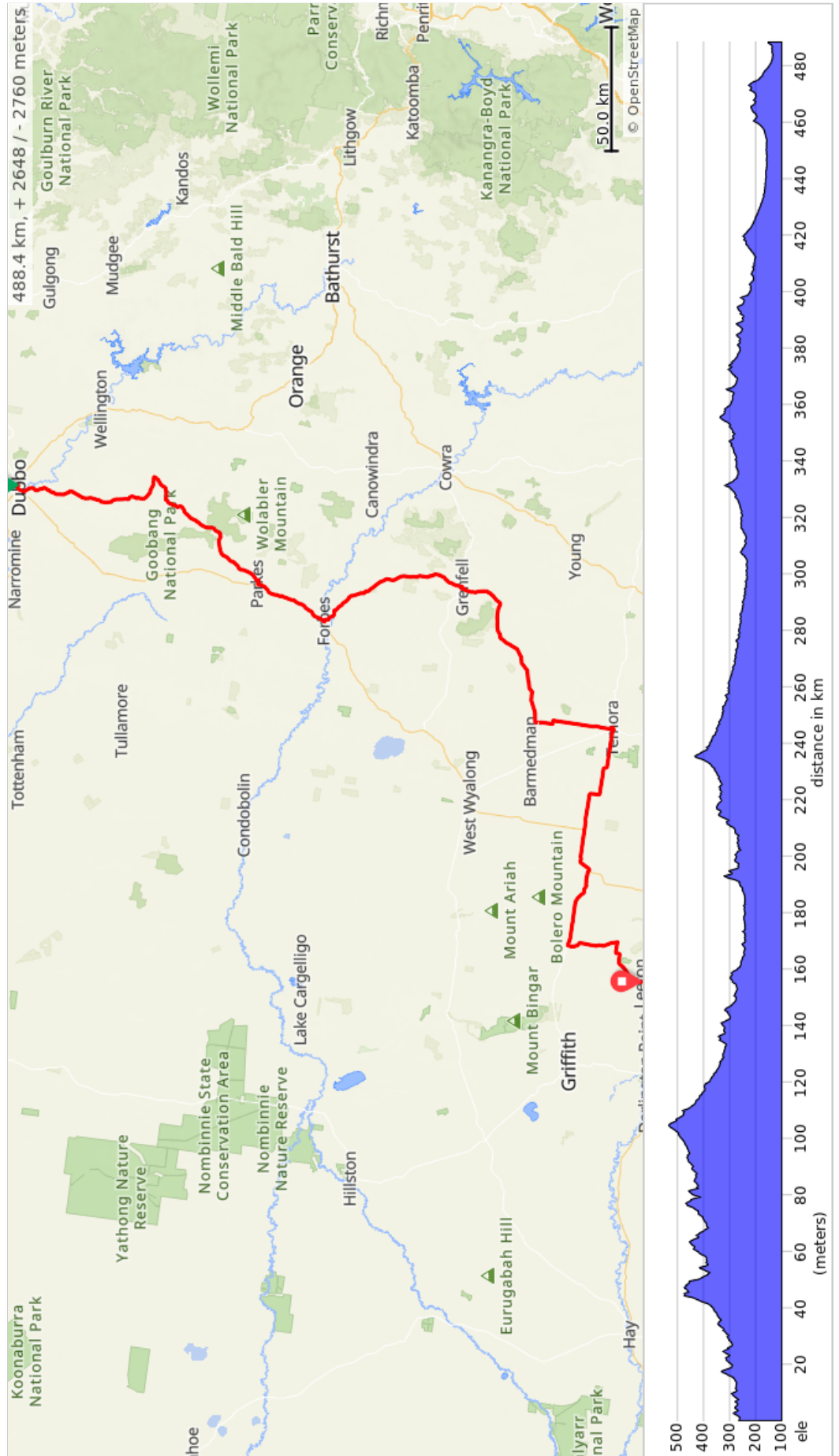
The cycle event which will host approximately 80 riders will be split into 3 to 4 pelotons of around 20 to 30 riders each. The pelotons are categorised by:

1. Rider fitness level
2. Rider ability
3. Road Safety

Each group has the following support staff with a lead vehicle, rear vehicle, paramedics and bike mechanics/ride captains. Each support vehicle will also have access to 2-way radios for communication throughout the entire event.

Please see attached supporting documents which outlines the overall bike route, the traffic management document that was submitted to NSW Police, traffic diagrams outlining the different road conditions and bike formations with support vehicles, operating procedures for an emergency and cue sheets for when the event arrives and departs from Temora.

Dubbo to Leeton



TRAFFIC MANAGEMENT PLAN - ON ROAD EVENTS



NSW Police Force
www.police.nsw.gov.au

SPECIAL EVENT DETAILS

Name of Event:	Ride to Give FDC 2025
Event Organiser:	Kent Williams
Sponsor:	N/A
Requested Date: Mar 30 to Apr 1 2025	
Requested Times:	7 am to 5.00 pm

CONTACT DETAILS

Contact Name: (Kent Williams Entoure)
Phone No.: N/A
Fax No.: N/A
Mobile No.: 0414981028
E-mail: kentwilliams.entoure@gmail.com

Proponent / Event Organiser Declaration

I the undersigned declare that the herein proposed event will be staged and operated in accordance with AS1742.3, NSW Police Service Instructions, Workcover Requirements and the conditions as set out in the RTA Traffic Control Manual.

Kent Williams

Signed:
Name : (Kent Williams)

Date: 15 September 24
Contact No. (0414981028)

TRAFFIC MANAGEMENT PLAN

Location: Dubbo to Leeton

Date and Time: Mar 30 to Apr 1 2025

Sponsored by: N/A

Event Organiser: Entoure

TMP Version: Version 1 **Revision Date:**

Document Author: Kent Williams

This Traffic Management Plan is approved by:

Kent Williams 15 Sept 2024 Event Organiser

Authority of the Traffic Management Plan

This Traffic Management Plan (TMP), when approved by the relevant authorities becomes the prime document detailing the traffic and transport arrangements under which an event is to proceed.

Changes to the TMP require the approval of the Police and RTA and where necessary the appropriate local government organisation. All functional or single agency supporting plans are to recognise the primacy of the TMP and nothing contained in those plans may contravene any aspect of the TMP.

In case of emergencies, or for the management of incidents, the police are not subject to the conditions of the TMP but will make every effort to inform the other agencies of the nature of the incident and the police response.

PLANNING

Contact Names:

Event Organiser: Kent Williams

Phone: 0414981028

E-mail: Kentwilliams.entoure@gmail.com

SITUATION ANALYSIS

The event is 3-day cycle tour from Dubbo to Leeton via Forbes and Temora. The event is network based and established as a charity cycle event to raise much needed funds for Back Track and Boys to the Bush (two regional local charities supported disadvantaged youth). The ride will be looking to raise around \$500,000 for its two major charities and also be donating funds to a variety of causes along the route as it passes through each town.

EXECUTION

We are targeting 80 riders and will grade the riders into 3 to 4 pelotons of around 20 to 30 each, matched to the following criteria:

1. Rider fitness level
2. Rider ability
3. Road Safety

FDC will work with councils on any stop on council property and do so separately to this on road process.

An expected average speed of each of the pelotons is between 25 and 30 k an hour. The event is fully supported with lead and rear vehicles for each of the pelotons and riders must ride together.

The support staff across each of the pelotons will include the following:

1. Lead and Rear Vehicles / Drivers
2. Paramedics
3. Bike Mechanics / Ride Captains

2-way radios will be used across each of the pelotons and split as follows:

1. 2-way radio access in lead vehicle
2. 2-way radio access in rear vehicle x 2
3. 2-way radio access x 2 in each of the pelotons with rider / mechanical captains

The Route

Simply click on the links below to view each days routes.

Day 1 Dubbo to Forbes

<https://ridewithgps.com/routes/48270934>

170.1 k 1139 vm

Day 2 Forbes to Temora

<https://ridewithgps.com/routes/48270961>

173.7 k 868 vm

Day 3 Temora to Leeton

<https://ridewithgps.com/routes/48271737>

142.9 k 626 vm

See attachment for road-by-road details.

Physical Survey of Route

A detailed reconnaissance has been undertaken in terms of the route and precautions will be undertaken to keep riders safe at all times.

Item	Verified	Action Taken
All one way streets are described	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	<i>Insert Comment as Applicable</i>
Block access to Church on Sunday	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block access to local business	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block Ambulance /Fire Access	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block Heavy Vehicle Access	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block Hospital Access	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block Local Resident	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block Police Vehicle Access	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block Public Facility (oval etc)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block Public Transport Access	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Can route use alternatives such as bike tracks, paths, parks, bush tracks etc	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	No cycle tracks along route
Conflict with local construction	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Distance measured is correct	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Route measured using GPS
Lane widths and numbers checked to ensure safety of participants and public	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Route reccie completed
Restricted Turns / Movements Checked	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Road Signage / Restrictions Checked	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Route Impeded by Traffic Calming Devices?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Signalised Intersections Checked for event requirements / restrictions	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Tidal Flows Relevant	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Traffic Generators such as shopping centres, schools etc checked and notifications given	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	

TRAFFIC CONTROL PLAN

I wish to advise of a 3-day charity cycle tour in support of Back Track and Boys to the Bush on behalf of FDC. Entoure, a specialist in cycle event management, have been engaged to manage the on-road logistical components of the event.

Our main area of responsibility includes:

1. Route reconnaissance
2. Letters of no objection from key stakeholders
3. On road permits
4. Securing public liability insurance
5. Rider preparedness and rider management
6. Risk management
7. Police Escorts when applicable
8. Advising the Brain Cancer Collective re Medical support
9. On road support team recruitment and management
10. Provision of all on road logistical equipment
11. Event on-road management
12. Client consult

Insurance

We will acquire \$20 M public liability insurance for this specific event around Jan 2025 through our event sanctioning partner Aus Cycling and instruct them to note all interested parties on the certificate of cover and send to all relevant stakeholders prior to the event.

The event details are as follows:

Name: Ride to Give
 Dates: Mar 30 to Apr 1 2025
 Rider Numbers: 80 Riders ... 3 – 4 Pelotons

The Route

Date	Towns	Dist
Mar 30	Dubbo to Forbes	170.1 k
Mar 31	Forbes to Temora	173.7 k
Apr 1	Temora to Leeton	142.9 k

Peloton Definitions

1. Peloton 1 Experienced Riders
2. Peloton 2 Semi Experienced Riders
3. Peloton 3 Novice Riders

Route Links Ride with GPS and Roads Travelled

We use an app called Ride with GPS to map and to navigate our routes and you can access our routes and zoom in to map or satellite view by clicking the links below.

Day 1

<https://ridewithgps.com/routes/48270934>

Day 2

<https://ridewithgps.com/routes/48270961>

Day 3

<https://ridewithgps.com/routes/48271737>

Ride Format

Traffic management and traffic flow is something we take very seriously and something we have a lot of experience in.

Getting road users past our riders safely with minimal to no build up is a key output for us and ensuring our pelotons understand this and ride in a format that best allows this to occur is key to what we aim to achieve.

Road users are far more supportive to bike riders and on road support vehicles if they can see we have a system that gives them visibility to make a smart decision and that we are in control of our footprint and this all comes down to the positioning of our vehicles and the format of our riders and how we respond to road users.

We have a few simple rules

1. Riders will need to always remain together and under no circumstances will any rider be allowed to fall behind the rear support vehicle or go in front of the lead support vehicle.
2. Riders can't cycle at their own pace; all riders must cycle at an agreed collective pace for the peloton they have been assigned to.

3. Any rider who fails to cycle at the agreed average pace and deemed to be a risk to either themselves or those around them, is taken off the road and asked to sit in a support vehicle until it's safe to bring them out.
4. We control what we call a footprint; and that's simply the total size of the space we take up on the road that a road user will need to navigate around. Our traffic management process and how we manage our riders all comes back to footprint management and keeping this as consistent as possible and ensuring riders always have this front of mind.

Peloton Captain/s

Each of the pelotons will have designated and highly experienced peloton ride captains who will have two-way radio communication with the support vehicles and a consistent process across the management of riders and traffic flow.

Peloton Support Vehicles

We will have a lead and rear vehicle across each of the pelotons, driven by experienced drivers and or trained volunteers and / or a mix of both. All support vehicles will have flashing amber warning lights and two-way radio communication with the ride captains and medical personnel. These vehicles will display signs in terms of NSW rules and regulations stating **CAUTION CYCLIST FOLLOWING** and **CAUTION CYCLIST AHEAD** as well as **PASS WHEN SAFE**.

These vehicles will carry the following:

1. Water and Electrolytes
2. Nutritional bars
3. Mechanical parts
4. Paramedics from Highlands First Aid
5. Two Way Radios
6. Warning Lights
7. GPS map tools

Our Roof Signage <https://vimeo.com/manage/videos/216070659>

Medical

We will have protocols in place to escalate any matter requiring medical or first aid and the event will engage Highlands First Aid to manage all medical matters. A paramedic will be allocated to each peloton and form part of the on-road team and will be positioned in each of the rear vehicles. See Highlands First Aid document attached.

Traffic Management and Rider Safety

Rider safety will be key to our management of this event.

The basic rules and processes will include:

1. Under no circumstances will riders be allowed to cross centre lines
2. All riders will be supported by vehicles front and back
3. The support vehicles will be positioned so as to create positive awareness of the riders to motorists and will at all times operate with hazards and head lights on as well as roof mounted warning lights and signage
4. All vehicles and ride captains will be in two-way communication at all times
5. We will take all reasonable measures to reduce obstruction to pedestrians or vehicles during the event
6. All support staff will be briefed daily as to what's ahead
7. Under no circumstances will riders be allowed to ride during periods of poor visibility due to inclement weather or where there is insufficient daylight
8. Riders will keep to the extreme left-hand side of the carriageway at all times
9. Our default position for riders in a peloton is 2 abreast which keeps our footprint short and reduces the time it takes for vehicles to pass however, if this process is deemed unsafe for riders due to a high degree of traffic or other road conditions making passing unsafe and difficult for drivers then we will move to single file and if still difficult or deemed unsafe we will then get riders off the road. Our intention is to make the best decisions possible to get traffic past and to be as seamless to road users as possible.
10. Riders will always comply with all relevant road and traffic rules and regulations.
11. Riders will wear approved bicycle helmets when riding on the road

Key Contact

I will be your key contact for any on road matters for this event so please feel free to contact me at any time; Kent Williams 0414 981 028 or kentwilliams.entoure@gmail.com

Responsibilities

Event Organiser	<i>Develop and implement TCP</i>
Police	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
Councils	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
RTA	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
Other	

CONTINGENCY PLANS

This section is mandatory.

For detailed contingency, see Risk Plan attached.

This section of the Traffic Management Plan describes the contingency plans for the event. The contingency plan checklist identifies all possible issues/risks that may interfere with the event and the action to be taken to minimise the disturbance of the event. Some examples of the issues/risks and the contingency plans are described as follows;

Contingency Plan Checklist

Issues/Risks	Applicable		Action Taken
Heavy/Bad Weather	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Refer risk matrix
Poor Lighting	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Flood Hazard on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Refer risk matrix
Flood Hazard at parking area	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Parking during Wet Weather	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Bush fire Hazard	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Refer risk matrix
Accident on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Refer risk matrix
Breakdown on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Refer risk matrix
Absence of Marshal / Volunteer	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Absence of Event Signage	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Blockage to Public Transport	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Slow Participants	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Delayed Event	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Refer risk matrix
Cancellation of Event	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Refer risk matrix
Security of Participants	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Refer risk matrix
Security of VIP's	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Bridge Crossing Problems	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Refer risk matrix

(Other)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
(Other)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

The event is a rolling event and all known risks are briefed to riders before and during the event. Riders safety is a priority and as such, extreme conditions could see a reduced event and or cancellation. This is known to riders up front and buses will be on standby to transport riders around any surprise disaster zones (such as a flood, bush fire etc etc) as and when required.

Responsibilities

Event Organiser	<i>Develop and implement Contingency Plan</i>
Police	<i>Set out agreed responsibility (Review Contingency Plan)</i>
Councils	<i>Set out agreed responsibility (Review Contingency Plan)</i>
RTA	<i>Set out agreed responsibility (Review Contingency Plan)</i>
Others	<i>Set out agreed responsibility</i>

PREPARE TRAFFIC SIGNAL DATA

This Section Applies
 Does not apply

The RTA charges for ALL personnel or time required in the undertaking of Traffic Signal adjustments at full cost to the Event Organiser.

Responsibilities

Event Organiser	<i>To be discussed with (Name) City Council</i>
Police	<i>Set out agreed responsibility</i>
Councils	<i>Set out agreed responsibility</i>
RTA	<i>Set out agreed responsibility</i>
Others	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>

RTA PERSONNEL REQUIRED

This Section Applies
 Does not apply

Requirements are;

Subject to Council's requirements and discussions between RTA and (Name) City Council

SPECIAL EVENT CLEARWAYS

This Section Applies
 Does not apply

The RTA can organise special event clearways in certain circumstances if required

The Special event clearway plan contains the following:

- Clearway Enforcement
- Clearway Towing
- Clearway Advertising
- Clearway Signs
- Letterbox drops to local businesses and residents

Responsibilities

Event Organiser	<i>(Application Submitted / Not Applicable)</i>
Police	<i>Set out agreed responsibility</i>
Councils	<i>Set out agreed responsibility</i>
RTA	<i>Set out agreed responsibility</i>
Others	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>

ADVERTISE TRAFFIC MANAGEMENT ARRANGEMENTS

This section is mandatory.

Where Major changes to Traffic Conditions will occur, Advertising of Traffic Arrangements for an event will be carried out in the Local and Or Major Newspapers, as discussed with the Police, RTA and local Councils.

Set out Advertising Arrangements Here. Attach copies of newspaper bromides as applicable and discussed with the RTA in the planning process.

This section does not apply to our event.

Event Organiser	We are working with (name) City Council to advertise the event and the subsequent road closures. A large advertising promotion of the event will be undertaken by (name) City Council and will be supported by our organisation. There will be strong publicity with our associated supporters and partners, e.g. (Newspaper/ Radio/ Television/ Internet).
Others	

VOLUNTEERS AND EVENT MARSHALS

This Section Applies
 Does not apply

Volunteers

(Duties of Volunteers – SES, Marshalls, security, drivers, paramedics, doctors, nurses etc...)

Responsibilities

Event Organiser	Produce locations and lists of traffic control duties for event marshals. Produce contingency lanes for personnel who fail to show on the day.
Others	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>

NOTE:

- **EVENT MARSHALS WHO CARRY OUT TRAFFIC CONTROL DUTIES MUST HOLD AN RTA TRAFFIC CONTROLLERS TICKET.**
- **ANY PERSON WHO SETS OUT TRAFFIC CONTROL SIGNAGE FOR THE EVENT MUST HOLD A TRAFFIC CONTROL AT WORKSITES TICKET.**

Responsibilities

Event Organiser	Take out public liability insurance for a minimum of \$20 million ... this will be arranged prior to the event and on approval of the route.
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RTA	<i>Organiser to consult</i>

PUBLIC TRANSPORT

This Section Applies
 Does not apply

(Public Transport requirements to be shown in detail if this section applies)

Responsibilities

Event Organiser	As required, negotiate with Transport Companies to arrange <ul style="list-style-type: none"> • Provision of extra buses for the event spectators and ensure normal services continue to operate efficiently • Provision of extra trains for the event spectators and ensure normal services continue to operate efficiently
Police	<i>As agreed with Police Service</i>
Councils	<i>As agreed with council</i>
RTA	<i>As agreed with RTA</i>
Others	<i>As agreed / set out here</i>

EVENT SIGNS

This Section Applies
 Does not apply

These are general information signs installed one or two weeks prior to the event, informing road users of an impending event and resulting changed traffic conditions.

This section may also relate to the event signs that will be used on the day, which may not be specifically noted on the Traffic Management Plan.

These signs can also advise on alternate routes for major traffic flows and destinations.

The following is an example of these signs

<p>SPECIAL EVENT WEDNESDAY , 07 MARCH 2001 6.30AM TO 4.30PM WYONG RD TUGGERAH CLOSED BETWEEN TONKISS & GAVENLOCK</p>

We are happy to facilitate the signage suggested and required.

VARIABLE MESSAGE SIGNS

This Section Applies
 Does not apply

Variable Message Signs (VMS) are used to advise road users of altered traffic conditions on the day of an event and are placed in strategic locations.

NOTE: THE RTA MUST APPROVE PLACEMENT OF THESE SIGNS.

Responsibilities

Event Organiser	<i>We have followed previous locations with RTA and Council on the suggested locations. Council will be providing the VMS.</i>
Police	<i>To be consulted in planning process</i>
RTA	<i>To be consulted in planning process</i>
Council	<i>To be consulted in planning process</i>
Other	

ACCESS FOR LOCAL RESIDENTS, BUSINESSES, HOSPITALS AND EMERGENCY VEHICLES

This Section Applies
 Does not apply

Local Resident Access

If applicable, occupants in areas affected will receive a letterbox notice with a minimum seven days notice. Alternative routes will be outlined in local media. Signs are to be displayed as per RTA & Local Council requirements, advising of the traffic arrangements.

Emergency Vehicle Access

Access for emergency vehicles during an event must be provided. Where necessary, any special arrangements should be shown in detail. Ambulance and Fire Brigade to endorse emergency access arrangements.

Responsibilities

Event Organiser	
Police	
Councils	
RTA	
Others	

PARKING

This Section Applies
 Does not apply

Sufficient parking for cars and buses should be identified and listed, including locations for any essential or emergency vehicles. These may include participants, officials, spectators, media, and marshals.

Responsibilities

Event Organiser	<i>Organise all parking</i>
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RTA	<i>Organiser to consult</i>
Others	

HEAVY VEHICLE ALTERNATIVE ROUTES

This Section Applies
 Does not apply

All heavy vehicle alternative routes must be of similar standards to existing road system. Standards would include road width, structural strength and height clearances. E.g. bridges and overhead wires.

Heavy vehicle alternative routes need to be provided with advanced advisory signs 2-3 weeks prior to the event. These alternatives also need to be advertised in local and or major newspapers.

Responsibilities

Event Organiser	<i>Organise with Police & RTA in planning process</i>
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RTA	<i>Organiser to consult</i>
Others	

COUNCIL – SPECIAL CONDITIONS

Local councils usually have similar requirements for special events. However, every Local Council must be approached individually for approval of any special event within the boundary of that council.

Often times council will be satisfied with the submission of this Traffic Management Plan and will consult with the Police and the RTA. This is usually done directly with the Local Police Traffic Services Officer and the RTA Traffic Commander, or at the Local Council Traffic Committee.

Local Council Traffic Facilities Co-ordinator or Special Event Co-ordinator should be consulted in the planning process to find out their requirements.

Overwrite event specific details here.

Local Council Consulted was *(Sample) City Council*

Council Officer Consulted was *(Name)*

Date of traffic Meeting at Council *(DD/MM/YYYY)*

Special Conditions Imposed / Requested by Council were; *(Conditions)*

OTHER CONSIDERATIONS

This Section Applies
 Does not apply

Television

Locations for all static television / camera crews and details of any mobile cameras should be shown. Traffic Control Plans are required for each static location, using AS1742.3 as its reference document.

Responsibilities

Event Organiser	<i>Once approval is granted we will then have television producer/director attend to locate camera positions etc.</i>
Police	<i>List as agreed</i>
Councils	<i>List as agreed</i>
RTA	<i>List as agreed</i>
Others	<i>List as agreed</i>
	<i>List as agreed</i>
	<i>List as agreed</i>

ADMINISTRATION, LOGISTICS, COMMAND AND COMMUNICATIONS

Administration and logistics builds on the previous section and describes the resources used on the day and who delivers those resources.

Table of Contact Names and Responsibilities:

#	DUTY	RESPONSIBILITY	CONTACT NAME	CONTACT NO.
1	Event Organiser	To manage the event	(Kent Williams)	0414981028
2	Police		(Name)	Insert contact details
3	RTA		(Name)	Insert contact details
4	Marshals		(Name)	Insert contact details
5	Parking		(Name)	Insert contact details
6	Event Signs		(Name)	Insert contact details
7	Barriers / cones /delineation		(Name)	Insert contact details

8	Media Liaison		(Name)	Insert contact details
9	Confirm all marshals in position		(Name)	Insert contact details
10	Advise NSW Ambulance Service		(Name)	Insert contact details
11	Insurance		(Name)	Insert contact details

COMMAND & COMMUNICATIONS

This area sets out the location of the Command Post for the event and the personnel that will be in attendance at that command post.

All issues associated with staging the event are to be directed to the Event Command Post including the deployment of marshals and resources. Any emergency assistance is to be directed to the Police / Ambulance as required.

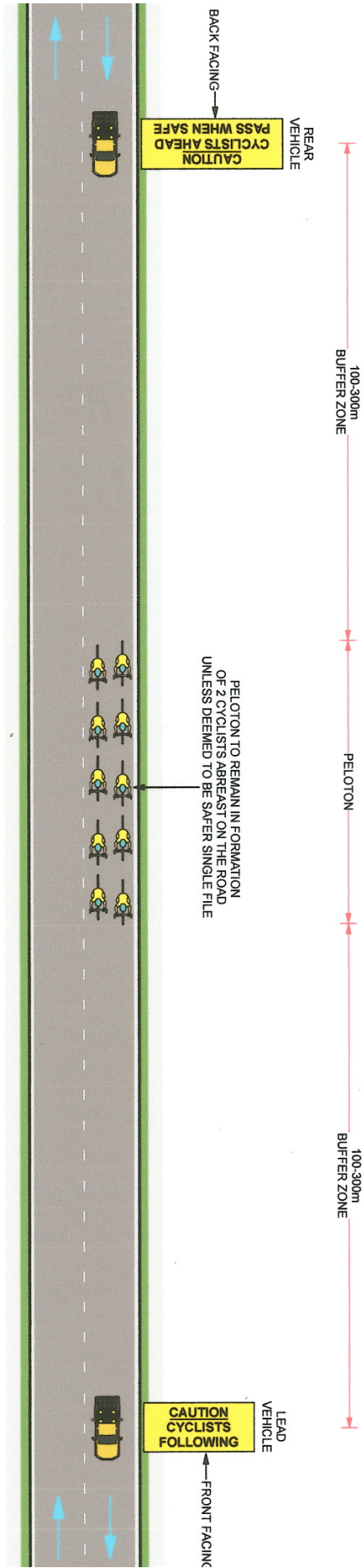
Command Post Location

This section does not comply as the event is a rolling event

.....

ORGANISATION	CONTACT NAME	CONTACT NO:
Event Organiser	Insert contact details	Insert contact details
Police	Insert contact details	Insert contact details
RTA	Insert contact details	Insert contact details
SES	Insert contact details	Insert contact details
Council	Insert contact details	Insert contact details
Media Liaison	Insert contact details	Insert contact details
St John Ambulance	Insert contact details	Insert contact details

GS #1: (NORMAL CONDITIONS)



PELTON TO REMAIN IN FORMATION OF 2 CYCLISTS ABEAST ON THE ROAD UNLESS DEEMED TO BE SAFER SINGLE FILE

NOTES:

- ALL SUPPORT VEHICLES & RIDE CAPTAINS MUST REMAIN IN TWO-WAY COMMUNICATION AT ALL TIMES.
- ALL SUPPORT VEHICLES MUST BE EQUIPPED WITH DISPLAYED SIGNAGE & ROOF MOUNTED WARNING LIGHTS.
- RIDERS TO KEEP TO LEFT-HAND SIDE OF CARRIAGEWAY AT ALL TIMES.
- RIDERS TO BE AT A MAXIMUM OF TWO ABEAST SINGLE-FILE WHEN ADVISED BY LEAD VEHICLE DRIVER AND/OR RIDE CAPTAIN.
- RIDERS & SUPPORT VEHICLES MUST COMPLY WITH ALL ROAD & TRAFFIC RULES AND REGULATIONS.

Client & Contact No: Entourage (Kent Williams [0414 981 028])
 /ent:
 /ent Location:
 /ent Type: Council
 /ent Speed: Various
 /ent Number: GS-24-8240

Municipality/ Road Authority:
 Control Type: Advanced Warning Signs
 Closure Type: N/A
 Order/ Client No.

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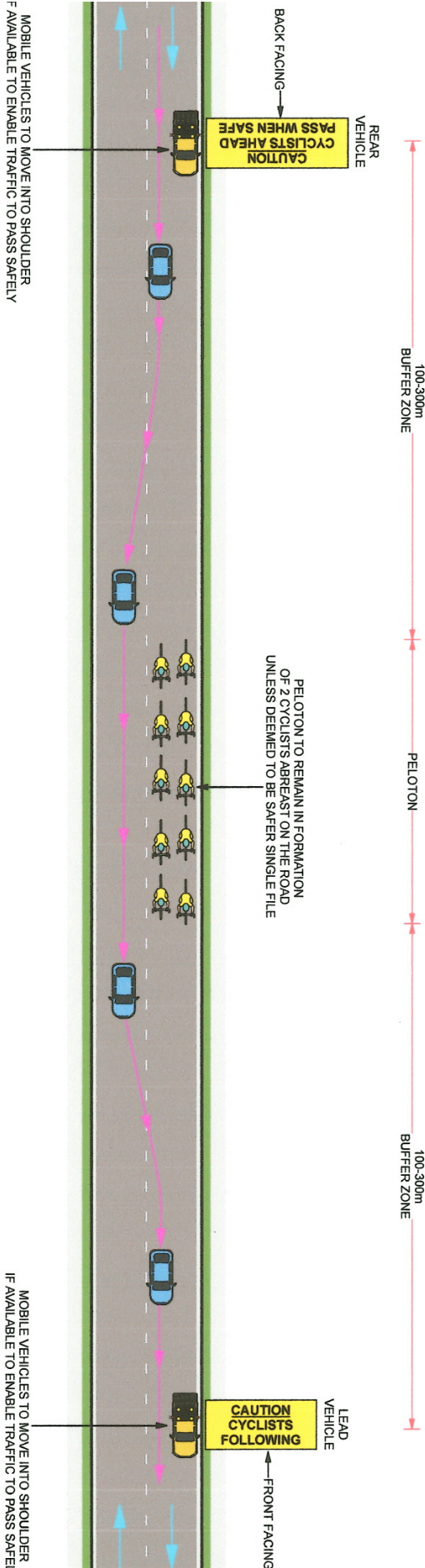
When installed as per plan, signage will be in accordance with AS1742.3:2019 Manual of Uniform Traffic Control Devices - Part 3: Traffic Control Devices for Works on Roads and TNSW Traffic Control at Workplaces Issue (TCAMS) 6.1

Director: FREDRIK CARLSTROM
 E: operations@infrtrafficeengineering.com.au
 M: 0433 468025
 State Work NSW#: TC11028622

Revision	Date	Developed & Approved	Signature
001	07/02/24	DM Fredrik Carlstrom	
002		DM Fredrik Carlstrom	
003			
004			
005			

NOT TO SCALE
 PRINT IN A4
 FOR BEST RESULT

GS #2: (CARS PASSING)



- NOTES:
- ALL SUPPORT VEHICLES & RIDE CAPTAINS MUST REMAIN IN TWO-WAY COMMUNICATION AT ALL TIMES.
 - ALL SUPPORT VEHICLES MUST BE EQUIPPED WITH DISPLAYED SIGNAGE & ROOF MOUNTED WARNING LIGHTS.
 - RIDERS TO KEEP TO LEFT-HAND SIDE OF CARRIAGEWAY AT ALL TIMES.
 - RIDERS TO BE AT A MAXIMUM OF TWO AHEAD, SINGLE-FILE WHEN ADVISED BY LEAD VEHICLE DRIVER AND/OR RIDE CAPTAIN.
 - RIDERS & SUPPORT VEHICLES MUST COMPLY WITH ALL ROAD & TRAFFIC RULES AND REGULATIONS.

Project & Contact No: Endeavour (Kent Williams [0414 981 028])
 Project Location:
 Project Type: Council
 Project Speed: Various
 Project Number: GS-24-8241

INFR TRAFFIC ENGINEERING

When installed as per plan, signage will be in accordance with AS1742.3-2019 Manual of Uniform Traffic Control Devices - Part 3: Traffic Control Devices for Works on Roads and TNSW Trains Control at Worksites Issue (CANVS) 3.1

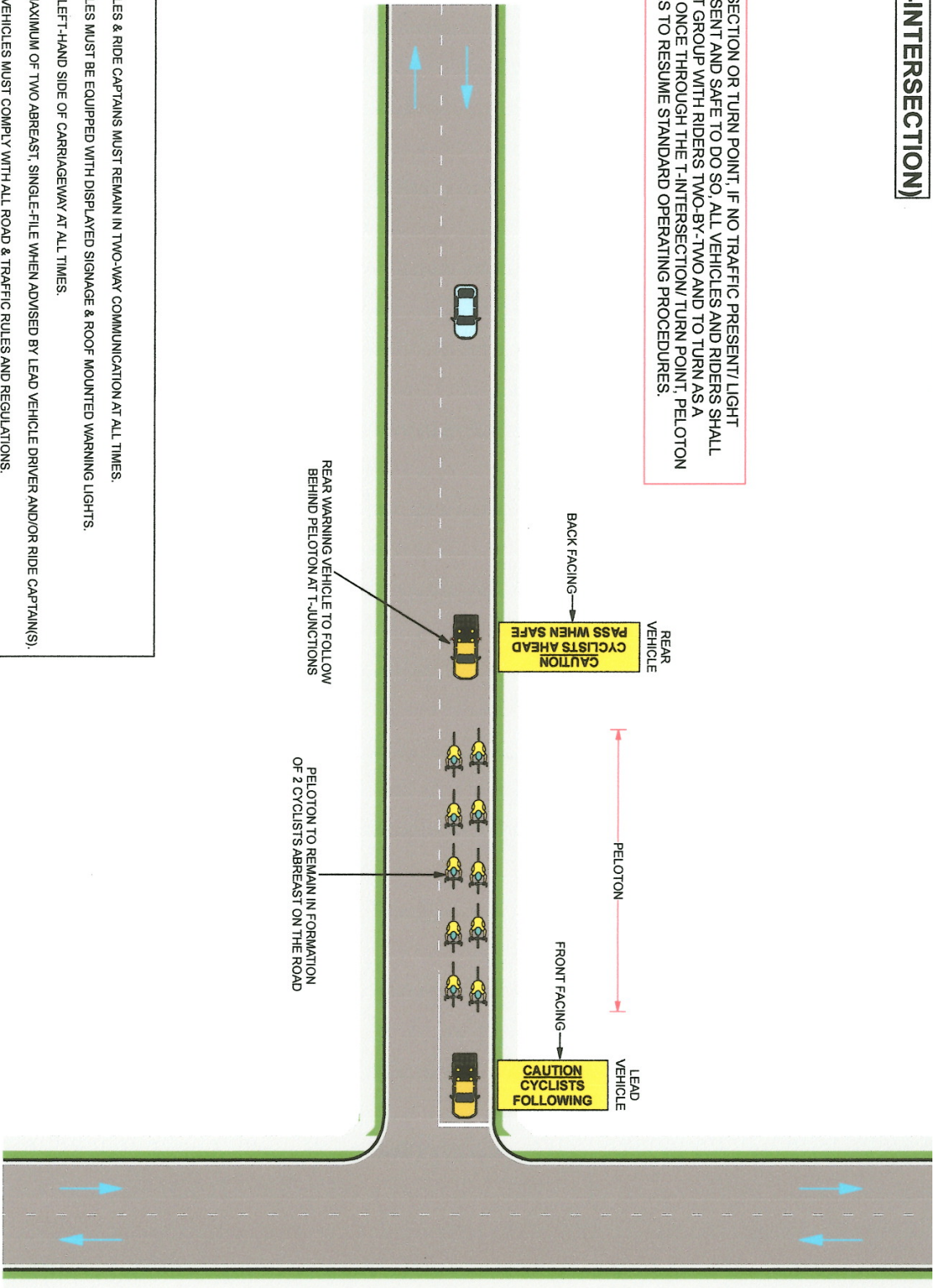
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 Sales Work NSW#: TCT1028922

Revision	Date	DM	Developed & Approved	Signature
001	01/02/24	DM	Fredrik Carlstrom	
002	07/02/24	DM	Fredrik Carlstrom	
003				
004				
005				

NOT TO SCALE FOR BEST RESULT

GS #3: (T-INTERSECTION)

AT A T-INTERSECTION OR TURN POINT, IF NO TRAFFIC PRESENT/ LIGHT TRAFFIC PRESENT AND SAFE TO DO SO, ALL VEHICLES AND RIDERS SHALL FORM A TIGHT GROUP WITH RIDERS TWO-BY-TWO AND TO TURN AS A COLLECTIVE. ONCE THROUGH THE T-INTERSECTION/ TURN POINT, PELOTON AND VEHICLES TO RESUME STANDARD OPERATING PROCEDURES.



- NOTES:**
- ALL SUPPORT VEHICLES & RIDE CAPTAINS MUST REMAIN IN TWO-WAY COMMUNICATION AT ALL TIMES.
 - ALL SUPPORT VEHICLES MUST BE EQUIPPED WITH DISPLAYED SIGNAGE & ROOF MOUNTED WARNING LIGHTS.
 - RIDERS TO KEEP TO LEFT-HAND SIDE OF CARRIAGEWAY AT ALL TIMES.
 - RIDERS TO BE AT A MAXIMUM OF TWO ABREAST, SINGLE-FILE WHEN ADVISED BY LEAD VEHICLE DRIVER AND/OR RIDE CAPTAINS.
 - RIDERS & SUPPORT VEHICLES MUST COMPLY WITH ALL ROAD & TRAFFIC RULES AND REGULATIONS.

Client & Contact No: Endeavour (Kent Williams [0414 981 028])

Project Location:

Client Type: Council

Control Type: Advanced Warning Signs (T-Intersections)

Closure Type: N/A

Order/ Client No: GS-24-8242

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DIRECTOR: FREDRIK CARLSTROM
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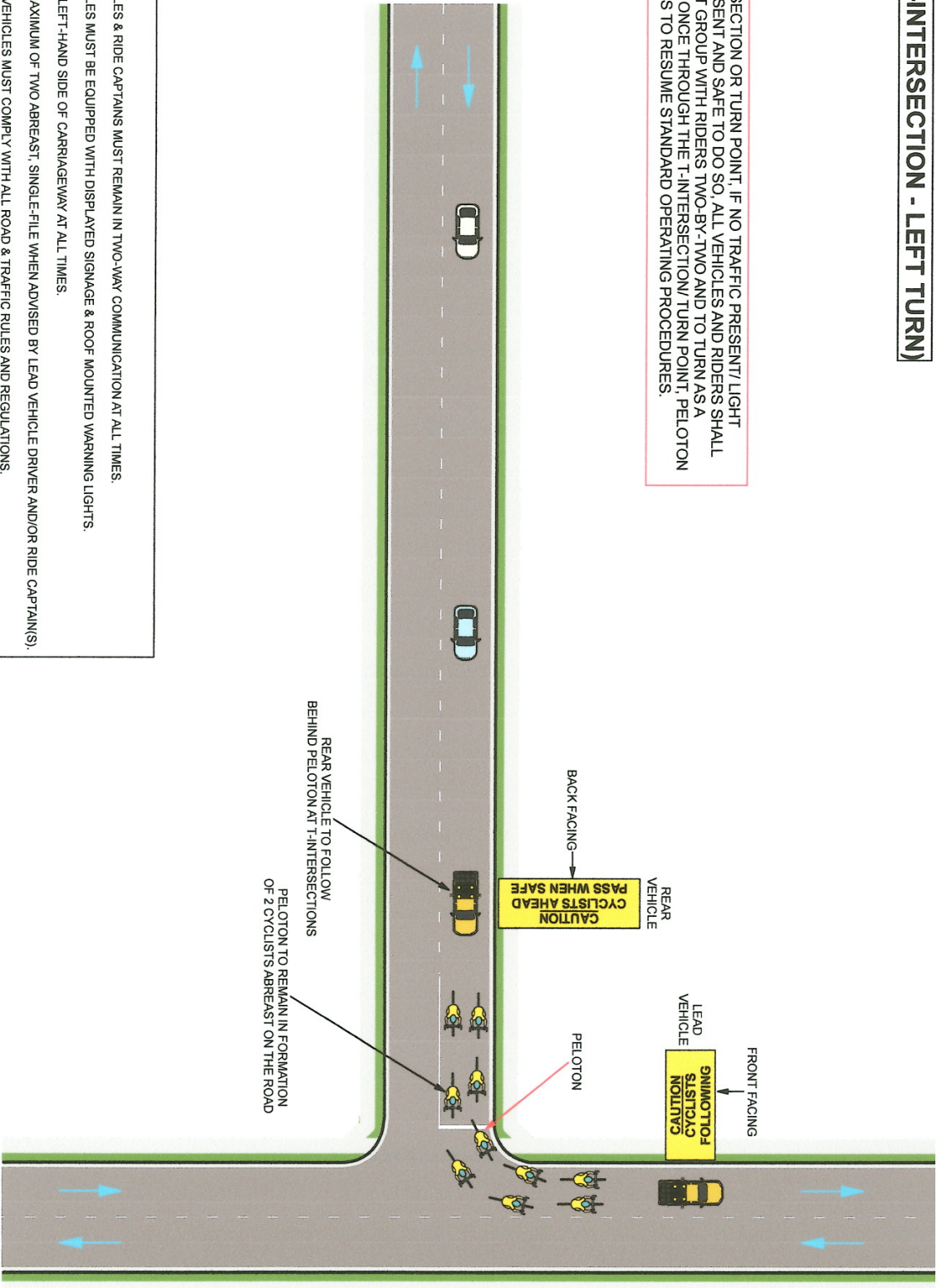
When installed as per plan, signage will be in accordance with AS1742.3-2019 Manual of Uniform Traffic Control Devices - Part 3: Traffic Control Devices for Works on Roads and TRNSW Traffic Control at Worksites Issue (TCAWS) 5.1

Revision	Date	Developed & Approved	Signature
001	07/02/24	DM	Frederik Carlstrom
002			
003			
004			

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FOR BEST RESULTS

GS #4: (T-INTERSECTION - LEFT TURN)

AT A T-INTERSECTION OR TURN POINT, IF NO TRAFFIC PRESENT/ LIGHT TRAFFIC PRESENT AND SAFE TO DO SO, ALL VEHICLES AND RIDERS SHALL FORM A TIGHT GROUP WITH RIDERS TWO-BY-TWO AND TO TURN AS A COLLECTIVE. ONCE THROUGH THE T-INTERSECTION/ TURN POINT, PELOTON AND VEHICLES TO RESUME STANDARD OPERATING PROCEDURES.



NOTES:

- ALL SUPPORT VEHICLES & RIDE CAPTAINS MUST REMAIN IN TWO-WAY COMMUNICATION AT ALL TIMES.
- ALL SUPPORT VEHICLES MUST BE EQUIPPED WITH DISPLAYED SIGNAGE & ROOF MOUNTED WARNING LIGHTS.
- RIDERS TO KEEP TO LEFT-HAND SIDE OF CARRIAGEWAY AT ALL TIMES.
- RIDERS TO BE AT A MAXIMUM OF TWO ABBREAST, SINGLE-FILE WHEN ADVISED BY LEAD VEHICLE DRIVER AND/OR RIDE CAPTAIN(S).
- RIDERS & SUPPORT VEHICLES MUST COMPLY WITH ALL ROAD & TRAFFIC RULES AND REGULATIONS.

Client & Contact No: Endeavour (Kent Williams (0414 981 028))

Project Location: [Blank]

Project Type: Council

Control Type: Advanced Warning Signs (T-Intersections) Closure Type: N/A

Order/ Client No. GS-24-8243

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ENGINEERING

DIRECTOR: FREDRIK CARLSTROM
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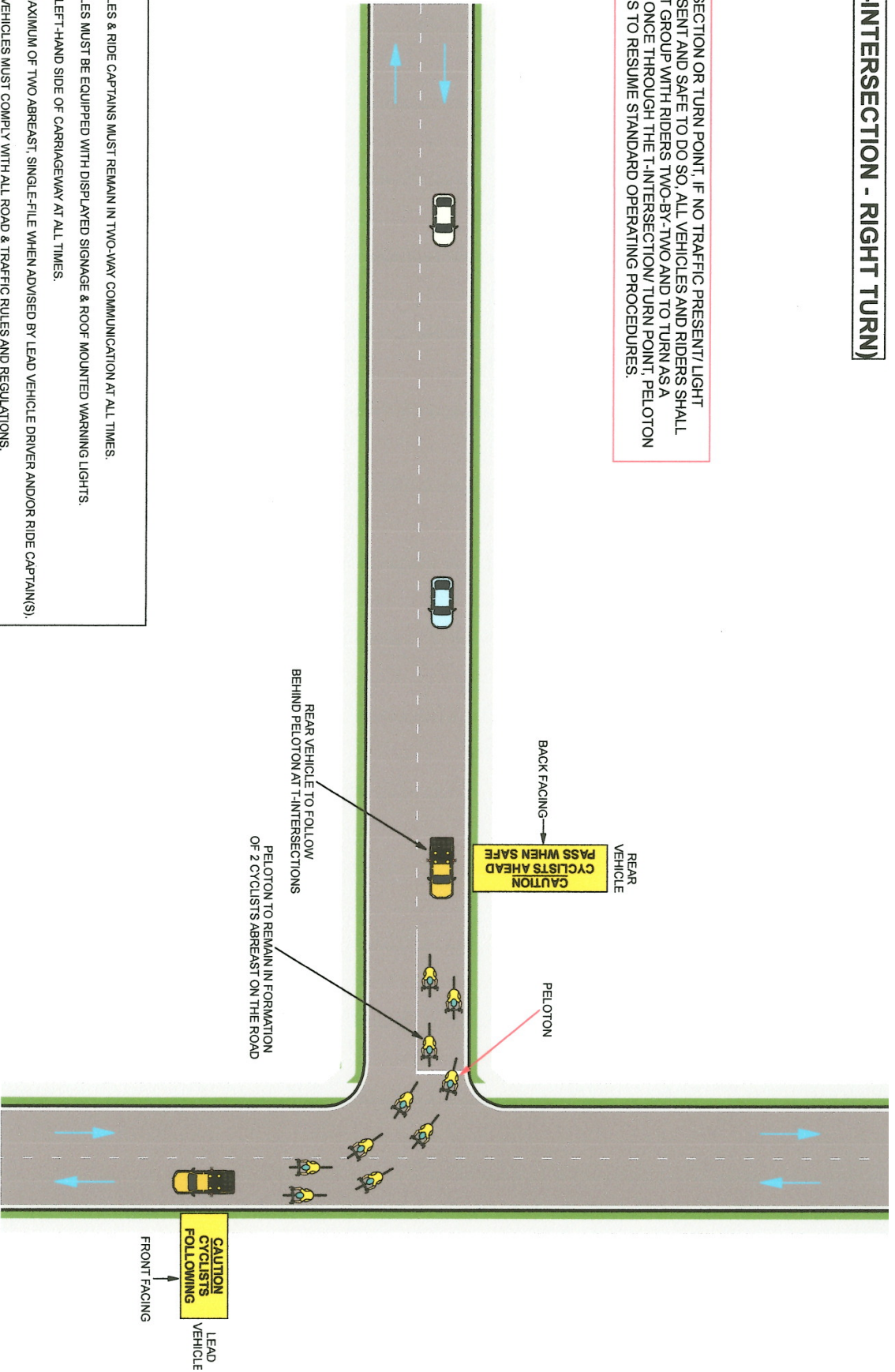
When installed as per plan, signage will be in accordance with AS1742.3-2019 Manual of Uniform Traffic Control Devices - Part 3: Traffic Control Devices for Works on Roads and TNSW Traffic Control at Worksites Issue (TCAMS) 8.1

Revision	Date	Developed & Approved	Signature
001	01/02/24	DM Fredrik Carlstrom	[Signature]
002	07/02/24	DM Fredrik Carlstrom	[Signature]
003			
004			

NOT TO SCALE
PRINT N/A
FOR BEST RESULT

GS #5: (T-INTERSECTION - RIGHT TURN)

AT A T-INTERSECTION OR TURN POINT, IF NO TRAFFIC PRESENT/ LIGHT TRAFFIC PRESENT AND SAFE TO DO SO, ALL VEHICLES AND RIDERS SHALL FORM A TIGHT GROUP WITH RIDERS TWO-BY-TWO AND TO TURN AS A COLLECTIVE. ONCE THROUGH THE T-INTERSECTION/ TURN POINT, PELOTON AND VEHICLES TO RESUME STANDARD OPERATING PROCEDURES.



NOTES:
 ALL SUPPORT VEHICLES & RIDE CAPTAINS MUST REMAIN IN TWO-WAY COMMUNICATION AT ALL TIMES.
 ALL SUPPORT VEHICLES MUST BE EQUIPPED WITH DISPLAYED SIGNAGE & ROOF MOUNTED WARNING LIGHTS.
 RIDERS TO KEEP TO LEFT-HAND SIDE OF CARRIAGEWAY AT ALL TIMES.
 RIDERS TO BE AT A MAXIMUM OF TWO ABBREAST, SINGLE-FILE WHEN ADVISED BY LEAD VEHICLE DRIVER AND/OR RIDE CAPTAIN(S).
 RIDERS & SUPPORT VEHICLES MUST COMPLY WITH ALL ROAD & TRAFFIC RULES AND REGULATIONS.

Client:	Municipality/ Road Authority:		
Project Location:	Control Type: Advanced Warning Signs (T-Intersections) Closure Type: N/A		
Asset Type:	Council	Order/ Client No.	GS-24-8244
Asset Speed:	Various		

TRAFFIC ENGINEERING

When installed as per plan, signage will be in accordance with AS1742.3:2019 Manual of Uniform Traffic Control Devices - Part 3: Traffic Control Devices for Works on Roads and TNSW Traffic Control at Worksites Issue (TCAMS) 8.1

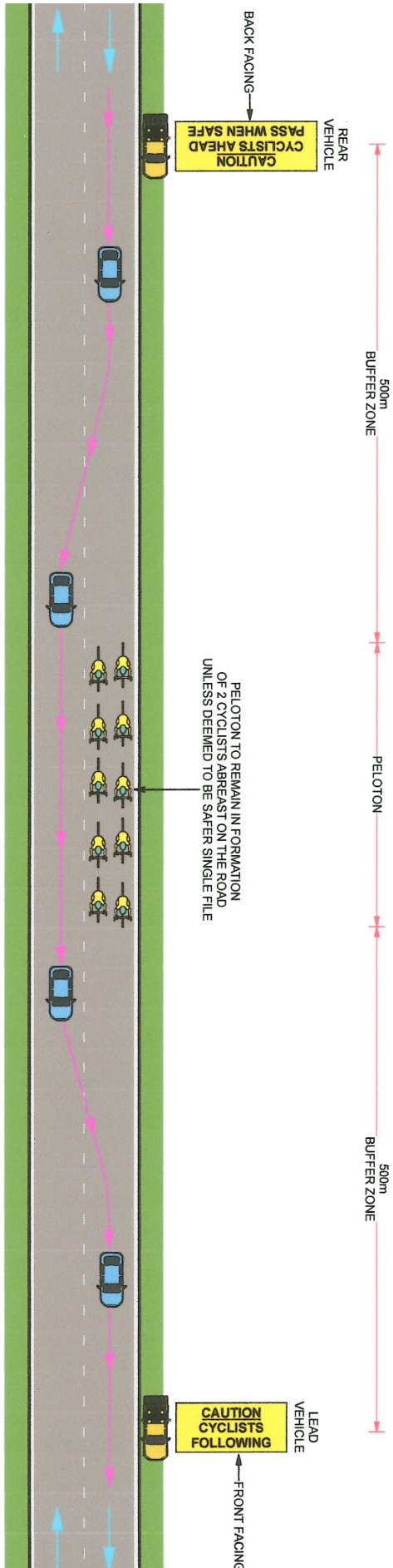
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Revision	Date	Developed & Approved	Signature
001	07/02/24	DM Fredrik Carlstrom	
002			
003			
004			

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 PRINT IN A4
 FOR BEST RESULT

GS #6: (CARS PASSING WITH LEAD AND REAR VEHICLES OFF ROAD)

NOTE:
 IF OUR SUPPORT VEHICLES ARE MAKING TRAFFIC FLOW DIFFICULT, THEY ARE TO MOVE OFF THE ROAD TO GIVE MOTORISTS A CLEAR VISION OF RIDERS AND TO SHORTEN THE FOOTPRINT MOTORISTS NEED TO PASS. ONCE TRAFFIC HAS PASSED SAFELY, OUR SUPPORT VEHICLES ARE TO RESUME THEIR STANDARD OPERATING PROCEDURES.



- NOTES:**
- ALL SUPPORT VEHICLES & RIDE CAPTAINS MUST REMAIN IN TWO-WAY COMMUNICATION AT ALL TIMES.
 - ALL SUPPORT VEHICLES MUST BE EQUIPPED WITH DISPLAYED SIGNAGE & ROOF MOUNTED WARNING LIGHTS.
 - RIDERS TO KEEP TO LEFT-HAND SIDE OF CARRIAGEWAY AT ALL TIMES.
 - RIDERS TO BE AT A MAXIMUM OF TWO ABEAST, SINGLE-FILE WHEN ADVISED BY LEAD VEHICLE DRIVER AND/OR RIDE CAPTAIN.
 - RIDERS & SUPPORT VEHICLES MUST COMPLY WITH ALL ROAD & TRAFFIC RULES AND REGULATIONS.

Client & Contact No:	Entourage (Kent Williams [0414 981 028])		
Event Location:			
Event Type:	Council		
Control Type:	Advanced Warning Signs	Closure Type:	N/A
Order/ Client No.	GS-2A-8966		

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TRAFFIC ENGINEERING

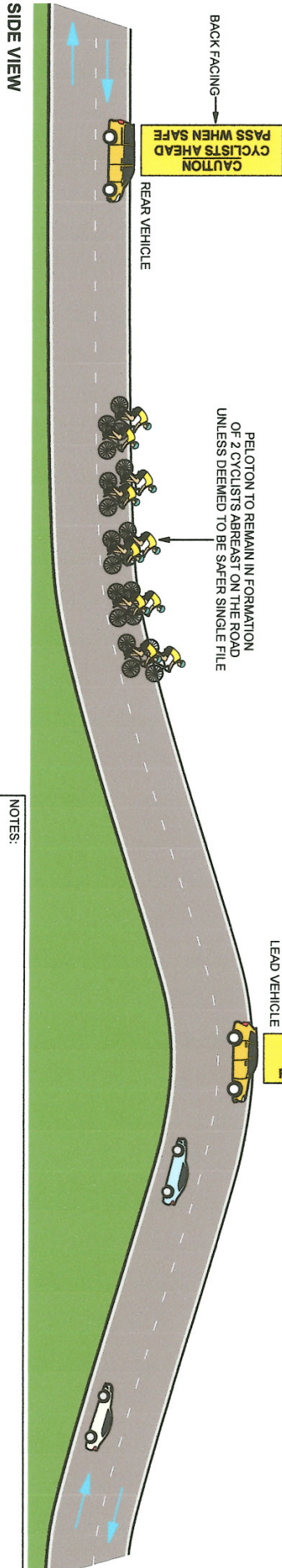
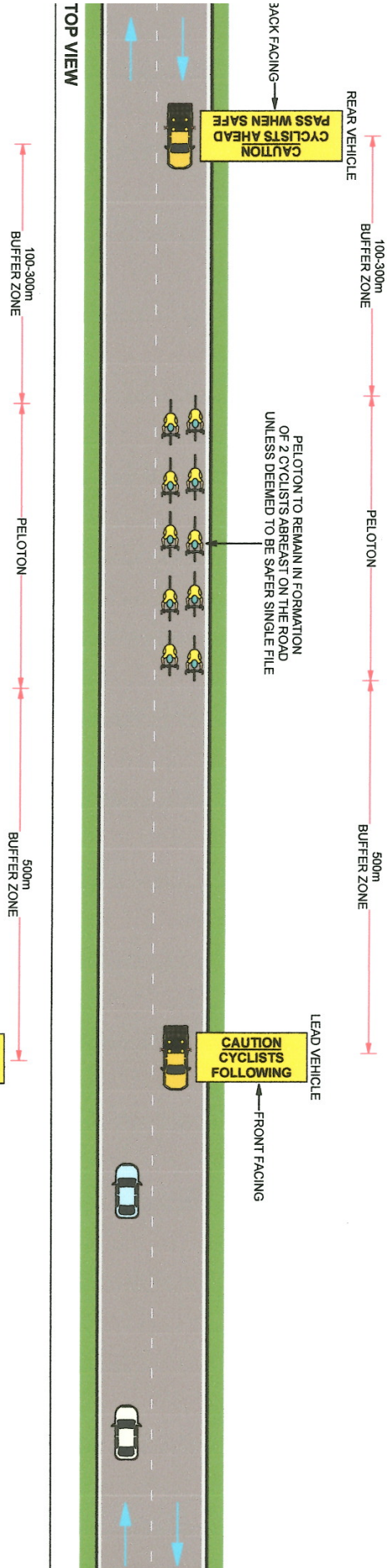
DIRECTOR: FREDRIK CARLSTRÖM
 E: operations@inftrafficeengineering.com.au
 M: 043 1468023
 Site Work NSW: TCT1 028822

When installed as per plan, signage will be in accordance with AS1742.3-2019 Manual of Uniform Traffic Control Devices - Part 3: Traffic Control Devices for Works on Roads and TNSW Traffic Control at Worksites Issue (TCAMS) 6.1

Revision	Date	Developed & Approved	Signature
001	08/02/24	DM Fredrik Carlstrom	[Signature]
002	09/02/24	DM Fredrik Carlstrom	[Signature]
003			
004			

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FOR BEST RESULT

GS #7: (APPROACHING HILLS/ CRESTS)



NOTE:
LEAD CARS TO EXTEND FORWARD TO THE PEAK OF CLIMBS TO GIVE ONCOMING VEHICLES ADVANCED WARNING OF RIDERS ON THE ROAD. ONCE RIDERS HAVE COMPLETED THE CLIMB SUPPORT VEHICLES ARE TO RESUME THEIR STANDARD OPERATING PROCEDURES

- NOTES:**
- ALL SUPPORT VEHICLES & RIDE CAPTAINS MUST REMAIN IN TWO-WAY COMMUNICATION AT ALL TIMES.
 - ALL SUPPORT VEHICLES MUST BE EQUIPPED WITH DISPLAYED SIGNAGE & ROOF MOUNTED WARNING LIGHTS.
 - RIDERS TO KEEP TO LEFT-HAND SIDE OF CARRIAGEWAY AT ALL TIMES.
 - RIDERS TO BE AT A MAXIMUM OF TWO ABBREAST, SINGLE-FILE WHEN ADVISED BY LEAD VEHICLE DRIVER AND/OR RIDE CAPTAIN.
 - RIDERS & SUPPORT VEHICLES MUST COMPLY WITH ALL ROAD & TRAFFIC RULES AND REGULATIONS.

Event & Contact No: Entourage (Kent Williams [0414 981 028])	
Event Location:	
Event Type: Council	Municipality/ Road Authority:
Event Speed: Various	Control Type: Advanced Warning Signs
Warning Number: GS-2A82957	Closure Type: N/A
	Order/ Client No.

INFR //

TRAFFIC ENGINEERING

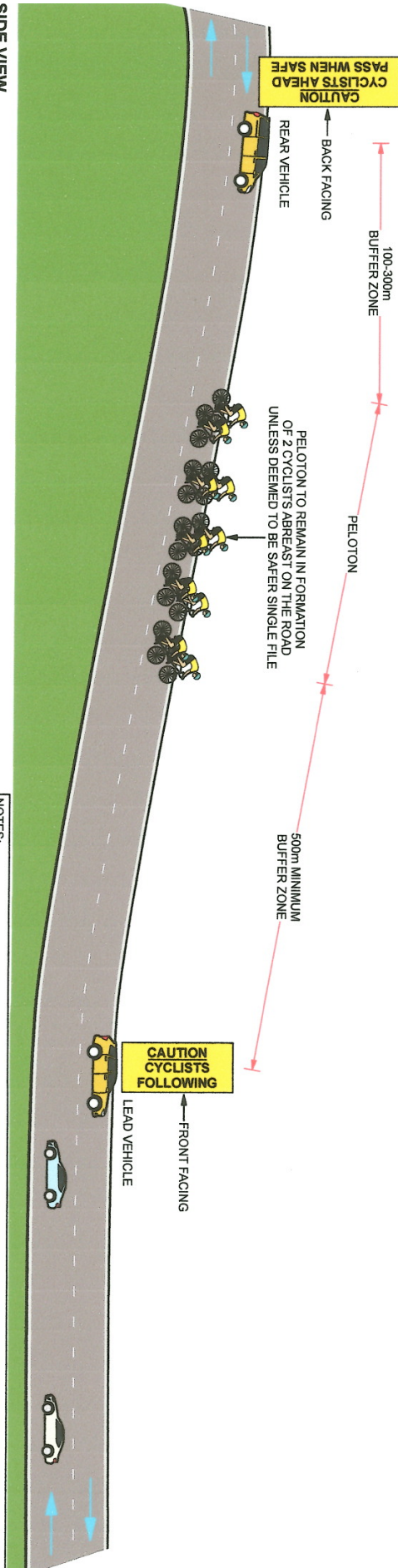
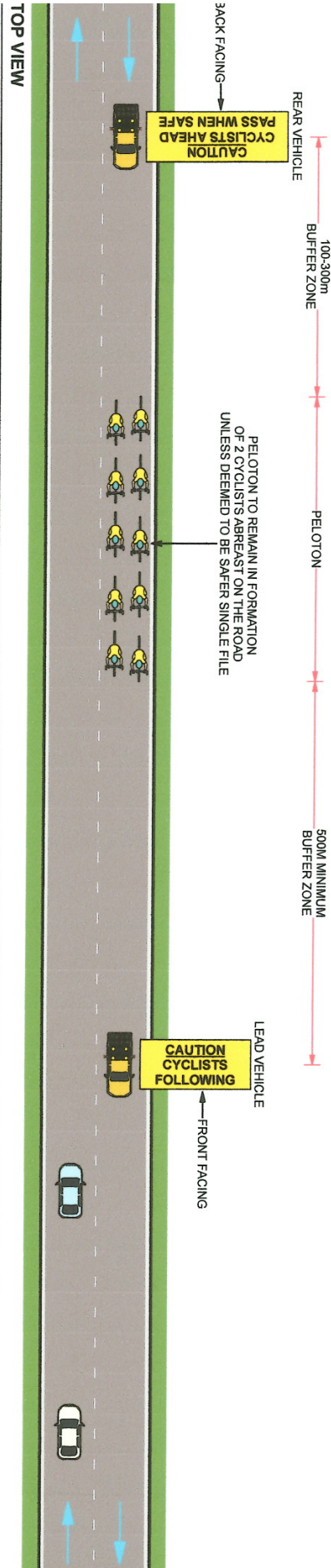
Safe Work NSW# TC11028922

DIRECTOR: FREDRIK CARLSTROM
E: operations@infrtrafficeengineering.com.au
M: 0451 858023

Revision	Date	Developed & Approved	Signature
001	08/02/24	DM	Freddie Carlstrom
002	09/02/24	DM	Freddie Carlstrom
003			
004			

NOT TO SCALE
PRINT IN A4
FOR BEST RESULT

GS #8: (DESCENDING HILLS/ CRESTS)



NOTE:
LEAD CARS TO EXTEND FORWARD TO THE BOTTOM OF THE CLIMBS TO GIVE RIDERS ROOM TO SPREAD OUT AND INCREASE THEIR SPEEDS. ONCE RIDERS HAVE COMPLETED THE DESCENT, SUPPORT VEHICLES ARE TO RESUME THEIR STANDARD OPERATING PROCEDURES

- NOTES:**
- ALL SUPPORT VEHICLES & RIDE CAPTAINS MUST REMAIN IN TWO-WAY COMMUNICATION AT ALL TIMES.
 - ALL SUPPORT VEHICLES MUST BE EQUIPPED WITH DISPLAYED SIGNAGE & ROOF MOUNTED WARNING LIGHTS.
 - RIDERS TO KEEP TO LEFT-HAND SIDE OF CARRIAGEWAY AT ALL TIMES.
 - RIDERS TO BE AT A MAXIMUM OF TWO ABBREAST, SINGLE-FILE WHEN ADVISED BY LEAD VEHICLE DRIVER AND/OR RIDE CAPTAIN.
 - RIDERS & SUPPORT VEHICLES MUST COMPLY WITH ALL ROAD & TRAFFIC RULES AND REGULATIONS.

Event:	Event & Contact No: Entourage (Kent Williams [0414 981 028])		
Event Location:	Municipality/ Road Authority:		
Event Type:	Council	Control Type:	Advanced Warning Signs
Event Speed:	Various	Closure Type:	N/A
Event Number:	GS-2A-8758	Order/ Client No.	

INFR //

TRAFFIC ENGINEERING

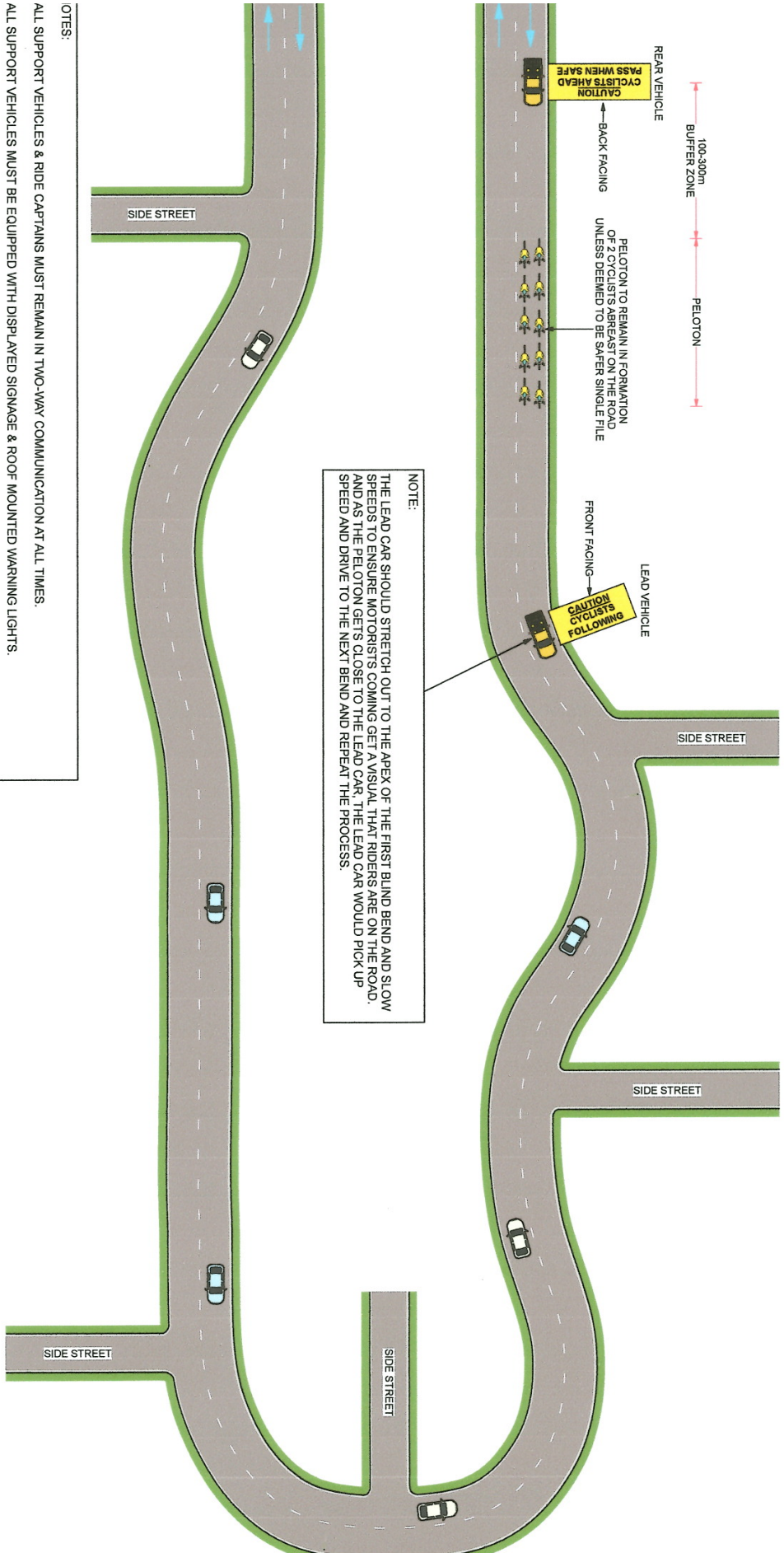
When installed as per plan, signage will be in accordance with AS1742.3-2019 Manual of Uniform Traffic Control Devices - Part 3: Traffic Control Devices for Works on Roads and TNSW Traffic Control at Worksites Issues 77C, 78A and 84

DIRECTOR: FREDRIK CARLSTROM
E: operators@infraengineering.com.au
M: 0431488025
Safe Work NSW#: TCT1028822

Revision	Date	Developed & Approved	Signature
001	08/02/24	DM Fredrik Carlstrom	
002	09/02/24	DM Fredrik Carlstrom	
003			
004			

NOT TO SCALE
PRINT IN RED
FOR BEST RESULT

GS #9: (BLIND CORNERS)



NOTE:
 THE LEAD CAR SHOULD STRETCH OUT TO THE APEX OF THE FIRST BLIND BEND AND SLOW SPEEDS TO ENSURE MOTORISTS COMING GET A VISUAL THAT RIDERS ARE ON THE ROAD. AND AS THE PELOTON GETS CLOSE TO THE LEAD CAR, THE LEAD CAR WOULD PICK UP SPEED AND DRIVE TO THE NEXT BEND AND REPEAT THE PROCESS.

- NOTES:
- ALL SUPPORT VEHICLES & RIDE CAPTAINS MUST REMAIN IN TWO-WAY COMMUNICATION AT ALL TIMES.
- ALL SUPPORT VEHICLES MUST BE EQUIPPED WITH DISPLAYED SIGNAGE & ROOF MOUNTED WARNING LIGHTS.
- RIDERS TO KEEP TO LEFT-HAND SIDE OF CARRIAGEWAY AT ALL TIMES.
- RIDERS TO BE AT A MAXIMUM OF TWO ABBREAST, SINGLE-FILE WHEN ADVISED BY LEAD VEHICLE DRIVER AND/OR RIDE CAPTAIN(S).
- RIDERS & SUPPORT VEHICLES MUST COMPLY WITH ALL ROAD & TRAFFIC RULES AND REGULATIONS.

Project & Contact No:	Enfouire (Kent Williams (0414 981 028))
Project Location:	
Project Type:	Council
Project Status:	Various
Project Speed:	Various
Project Number:	GS-24-8-269
Order/ Client No.	
Municipality/ Road Authority:	
Control Type:	Advanced Warning Signs
Closure Type:	N/A

INFR //
TRAFFIC ENGINEERING

When installed as per plan, signage will be in accordance with AS1742.3-2019 Manual of Uniform Traffic Control Devices and Traffic Control Devices for Work on Roads and TNSW Traffic Control at Workplaces Issue (CAWS) 5.1

State Work NSW#: TCT1028822

DIRECTOR: FREDRIK CARLSTROM
 E: operations@infraengineering.com.au
 M: 0431468025

Revision	Date	Developed & Approved	Signature
001	08/02/24	DM Fredrik Carlstrom	
002	09/02/24	DM Fredrik Carlstrom	
003			
004			
005			

NOT TO SCALE
 PRINT IN A3
 FOR BEST RESULT



Standard Operating Procedures for a Major Incident

A major incident (within the operations of an Event) can be best defined as any incident where an official or rider sustain injuries during the conduct of the event which requires treatment beyond first aid at the scene - i.e. A rider suffers chest pain or comes off their bike and is required to be hospitalised or is involved in any other incident during the conduct of the ride which requires treatment beyond simple first aid at the scene.

Each Peloton is to have a designated 'Leader'. The 'Leader' should remain focussed on co-ordinating safety and co-ordinating additional resources to deal with the incident.

MEDICAL

It is Entoure's position that all clients outsource medical risk and management to a designated first aid responder organisation such as a St Johns Ambulance or Assist First Aid and that a minimum level of support be set at Senior First Aid Officer or Paramedic and that the engaged organisation manage and take responsibility for first aid kits and supply of defibrillators and the management of all incidents whether they be major or minor. In the event that a client does not do this Entoure and Entoure staff and volunteers do not take on any responsibility or liability of any of these services.

The client is to ensure that each peloton should have a skilled resource and access to life saving equipment to treat minor and or major incidents. Clients choosing to engage doctors or first aid qualified volunteers accept the risk management, outcomes and management of these people. Equally, any client who fails to provide any skilled resource or life saving equipment across any peloton or event, accepts all associated risks. Entoures only role in dealing with incidents (whether major or minor) is to manage the resources supplied by the client and does so in the capacity of a volunteer.



MEDICAL PLUS APP

<http://emergencyapp.triplezero.gov.au/>

All on road support staff should have the Emergency Plus App downloaded to their phones. This app allows emergency calls to be made when in cell phone coverage with clear coordinates as to where the incident occurred.

LEADER

Role

Entoure will select the Peloton Leader and subject to the nominees acceptance they will be deemed volunteer leader of incident management for their designated peloton.

In the event of a Major Incident, such as several riders falling hard to the road suffering possible broken bones or a rider suffering from possible cardiac issues, the Leader will co-ordinate personnel to address and attempt to avoid further trauma. The leader will always aim to keep the other riders safe and ensure all people involved in the peloton take clear instructions from the Leader, any medical staff present and police.

If resources and circumstance allow, the leader will appoint another appropriate person as a 'note taker' keeping a record of issues, times, requests and circumstances as the issues are managed. Wherever possible the note taker will take photographs to compliment the record of the incident.



The Leader will confirm with ALL other personnel in the Peloton as soon as practicable that a 'Major Incident' has been declared and give instructions that the front and rear vehicles are to be positioned to avoid any further vehicular traffic arriving upon the incident scene at speed. All uninjured and minor injured persons are to clear the road way and move to a designated/allocated Safe Zone if the Leader has nominated one. The 'Leader' will attempt to designate such zone depending on the geography and circumstance of the incident. If there are any needs communicated by the medical staff to the Leader the Leader will attempt to provide such needs where possible within the limitation of the skills of the Leader.

Should additional medical help be required, the Leader (or their representative) is to attempt to contact Emergency Services via best available communication method (cell phone/sat phone/app). Once this has been carried out and the incident is under control the situation should be escalated to the Tour Director. If the Tour Director attends the scene, they will be deemed the overall leader. If Police or Ambulance arrive on the scene they will take full control and responsibility of the management of the incident.

The lead and rear drivers (or their representatives) should place their vehicles several 100 metres prior to the incident or at another place that will enable sufficient warning to approaching motorists that an incident has occurred up ahead.

The designated First Aid Responder should be the first to attend to the victims of the incident. They should always have a First Aid Kit on issue to the vehicle they are in and where possible a Defibrillator. In the event that such facilities are not provided by the client Entoure or its volunteers accepts no responsibility to do so. In situations where a higher qualified person riding within the Peloton, such as a (paramedic, doctor) is available, who has not been affected by the incident, should be happy to assist, they can work along side the First Aid Responder as an additional volunteer.



The Bike Captains should attempt to make sure all unaffected riders and their bikes are removed to a Safe Zone so no additional injuries are received. Anyone not involved in assisting the incident is to remain in the Safe Zone until instructed by either the Leader or the Principal of Entoure or the police if they are present. Once the police or other Emergency first responders are present all instructions given by these first responders must be adhered to.

It is noted that all services, decisions and actions made by Leaders and peloton marshals along with Bike Captains and any persons representing entoure are made in the capacity of both volunteers and good Samaritans as defined in the Civil Liability Act 2002 (NSW) and equivalent State Acts in other jurisdictions.

Note:

Life 360 is an app that tracks and reports the status of iPhones and is a good way to track the whereabouts of pelotons and key personnel across events. Entoure accepts no liability for the accuracy of this app however, recommends all designated leaders download the app to their phone so when in cell coverage they have some tools to be able to track the whereabouts of other leaders, pelotons and key support personal.

See here <https://www.life360.com/>

Another app we will sometimes endeavour to use is MAPROGRESS; this app tracks pelotons via SPOT GEN 3 beacons. We will advise when we use this app.

R2G25 D2

173.7 kilometers

Leg	Dir	Type	Notes	Total
	→	Right	Slight right onto Sir Francis Forbes Dr	0.2
0.2	←	Left	Turn left onto Camp St	0.4
0.1	↑	Straight	Continue onto Bridge St	0.5
0.3	↑	Straight	At the roundabout, take the 3rd exit onto Flint St	0.8
1.3	←	Left	Turn left onto Reymond St	2.1
0.5	↑	Straight	Continue onto Lachlan Valley Way	2.6
4.5	→	Right	Turn right onto New Grenfell Rd	7.1
28.9	↑	Straight	Continue onto New Forbes Rd	36.0
15.9	→	Right	Turn right onto Gooloogong Rd	51.9
14.2	↑	Straight	Continue onto Cross St	66.2
0.2	→	Right	Turn right onto Melyra St	66.4
0.7	←	Left	Turn left onto Brundah St	67.1
1.0	↑	Straight	Continue onto Mary Gilmore Way	68.1
32.3	↑	Straight	Continue onto Grenfell St	100.4
0.4	↑	Straight	Continue onto Mary Gilmore Way	100.8
39.5	←	Left	Turn left onto Trungley Hall Rd	140.3
31.5	↑	Straight	Continue onto Trungley Rd	171.7
0.7	↑	Straight	Continue onto Hoskins St	172.4
0.1	←	Left	Turn left onto Hoskins St/B85	172.5
1.1	↑	Straight	At the roundabout, take the 1st exit onto Victoria St/B94	173.6
0.1	←	Left	Turn left onto Little Hoskins St	173.7

Ride With GPS · <https://ridewithgps.com>

R2G25 D3

143.0 kilometers

Leg	Dir	Type	Notes	Total
	↑	Straight	At roundabout, take exit 1 onto Loftus Street	0.2
0.1	→	Right	Turn right onto Baker Street	0.3
0.2	←	Left	Turn left onto Parkes Street	0.6
0.1	→	Right	Turn right onto Little Crowley Street	0.6
0.2	←	Left	Turn left onto Polaris Street	0.9
0.9	→	Right	Turn right onto Burley Griffin Way, B94	1.8
45.9	←	Left	Turn left onto Newell Hwy/A39/B94	47.7
18.4	→	Right	Turn right onto Burley Griffin Way/B94	66.0
33.0	←	Left	Turn left onto Kurrawang St	99.0
0.7	↑	Straight	Continue onto Barellan Rd	99.7
20.4	→	Right	Turn right onto Colinroobie Rd	120.1
17.1	←	Left	Turn left onto Brobenah Rd	137.3
4.8	↑	Straight	At the roundabout, continue straight onto Wade Ave	142.1
0.6	←	Left	Wade Ave turns slightly left and becomes Grevillia St	142.7
0.1	↑	Straight	Continue onto Chelmsford Pl	142.8
0.2	←	Left	Turn left onto Sycamore St	142.9

Ride With GPS · <https://ridewithgps.com>

20.4 BUILDING APPROVALS - NOVEMBER 2024

File Number: REP24/1210
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 56/2024 – Lot 1; DP 327862 – 161 Britannia Street, Temora – Construction of a Residential Storage Shed/Garage
- ✓ DA/CC 57/2024 – Lot 7 and 8; Section 17; DP 758957 – 125-127 Crowley Street, Temora – New Storage Shed and Storage Containers

COMPLYING DEVELOPMENT CONSENTS ISSUED

- ✓ CDC 42/2024 – Lot 4; DP 8650 – 147 Victoria Street, Temora – Demolition of Existing and Construction of a Residential Storage Shed/Garage
- ✓ CDC 43/2024 – Lot 15; DP 1269851 – 4743 Goldfields Way, Temora – Construction of a New Dwelling
- ✓ CDC 44/2024 – Lot 4; DP 1304379 – 6 Anderson Street, Temora – Construction of a New Dwelling
- ✓ CDC 46/2024 – Lot 12; DP 1304379 – 22 Anderson Street, Temora – Construction of a New Dwelling

20.5 REGULATORY CONTROL - DECEMBER 2024

File Number: REP24/1231
Author: Secretary Engineering
Authoriser: General Manager
Attachments: Nil

Item	Inspection/ Incidents (Number)	Orders Issued Y/N	Penalty Infringement Y/N	Notes
Illegal Parking	3	No	No	3x inspections - 2 no issues - 1 move on
Scooters & Bikes	0	No	No	NIL
School Zones	18	No	No	18x inspections
Noise	2	Yes	No	2x noise complaints - Nothing found
Air Quality	0	No	No	NIL
Illegal Dumping/Littering	1	No	No	1x reports - 1x dumped white goods
Overgrown/Untidy Blocks	4	No	No	4x inspections - 4x ongoing
Lake Walking Track	17	No	No	17x inspections
Animal Welfare	7	No	No	16x inspections – ongoing matters
Dangerous Dogs	1	No	No	1x report
Impounded	2	No	No	2x pound
Noise Animals	2	No	No	2x inspections - Nothing found
Nuisance Animals / Trapping	3	No	No	3x reports - 1 birds at airport - 1 cat trap issued - 1 feral cat
Dead Animal Removal	2	No	No	1x kangaroo 1x cats
Keeping of Horses in Residential Areas	2	No	No	2x inspection - ongoing
Main Street Sign Approvals Inspections	0	No	No	NIL
Rural Stock Incidents	2	No	No	2x inspections/call outs
Fruit Fly	0	No	No	NIL
Euthanised	2	No	No	2x feral cat

Other		No	No	5x pound clean/feed 3x town inspections 1x attended workshop 1x follow up with TSC re report from June Council re storm damage 1x wandering dog main street
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Report by Ross Gillard

20.6 BORROWINGS

File Number: REP24/936
Author: Director of Administration & Finance
Authoriser: Director of Administration & Finance
Attachments: Nil

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

Purpose	Loan Amount	Interest Rate	Annual P + I Payments	Balance @ 30/11/2024	Term	End Date
Depot Purchase	\$2,000,000	3.1%	\$283,242	\$480,659	8 yrs	2026
SIL House	\$1,000,000	1.45%	\$132,616	\$451,778	8 yrs	2028
Swimming Pool Upgrade	\$1,210,280	3.29 %	\$82,831	\$1,098,680	20 yrs	2042
Totals			\$498,689	\$2,031,117		

Report by Elizabeth Smith

20.7 CASH AND INVESTMENTS PERIOD ENDED 30 NOVEMBER 2024

File Number: REP24/1221

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Cash & Investments [!\[\]\(c694a3ff3b077d76910920a6a1593ab4_img.jpg\)](#) [!\[\]\(42fc53a13f008e5bbf67aee5111990a5_img.jpg\)](#)



Temora Shire Council

Cash & Investments

For the period ended 30th November, 2024

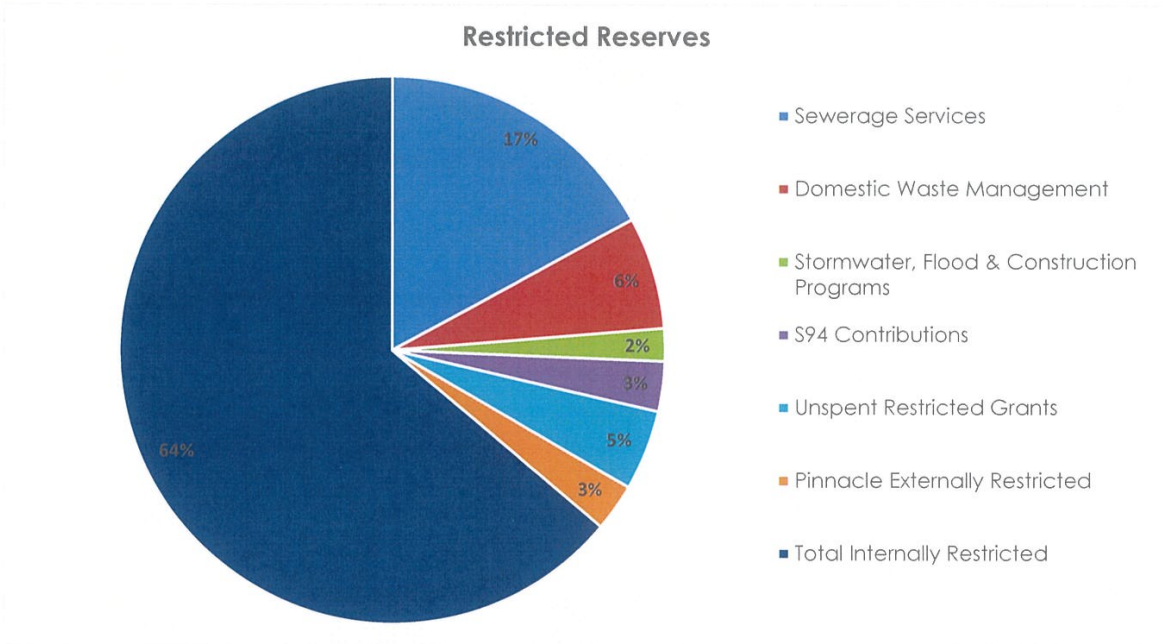
	Original Budget 2024/25	Revised Budget 2024/25	Actual YTD Figures
Externally Restricted			
Sewerage Services	5,511,830	5,428,531	4,155,999
Domestic Waste Management	1,451,750	1,451,750	1,614,666
Stormwater Drainage Flood Studies & Construction Programs	325,994	325,994	467,667
S94 Contributions	615,213	615,213	718,266
Unspent Restricted Grants	1,618,963	1,618,963	1,156,335
Pinnacle Externally Restricted	1,023,562	1,023,562	680,985
Total Externally Restricted	10,547,312	10,464,013	8,793,917
Internally Restricted			
Pinnacle Internally Restricted	4,149,927	4,149,927	4,277,862
Other Waste Management	518,473	518,473	593,163
Leave Reserves	1,943,878	1,943,878	1,943,878
Roads Reserve	500,000	500,000	500,000
Local Roads	2,299,382	2,299,382	1,108,316
FAGS Received in Advance	2,814,358	2,814,358	0
Plant & Vehicle	500,000	500,000	439,309
Gravel Royalty	1,335,068	1,335,068	938,678
Ariah Park Tip Fee Contributions	9,840	9,840	4,518
Medical Complex Development	41,009	41,009	41,009
Infrastructure *	669,317	611,817	1,283,117
Infrastructure - Airpark Estate	203,565	203,565	203,565
Digital Two Way Radio Upgrade	95,000	95,000	95,000
Computer Upgrade	121,447	121,447	273,281
Sports Council Requirements	62,217	62,217	62,217
Youth Donations	2,427	2,427	4,099
Revotes	854,150	854,150	500,455
Airside Maintenance	187,511	187,511	183,422
Temora Agricultural Innovation Centre Maintenance Reserve	3,669	3,669	23,511
Regional Local & Emergency Roads Repair Program	1,499,065	1,499,065	3,068,137
Heritage Grants	15,000	15,000	15,000
Total Internally Restricted	17,928,429	17,870,929	15,558,535
Total Restricted Reserves	28,475,741	28,334,942	24,352,453
*Infrastructure reserve contains \$219,430 of funds which are not allocated to specific projects			
Cash & Investments			
Westpac Cheque Account			3,927,469
AMP Business Saver Account			792,647
AMP Notice Account			899,156
Macquarie Bank Cash Management Accelerator Account			868,399
Westpac Cash Reserve			496,245
Term Deposits held with:			
Bank of Queensland			2,000,000
National Australia Bank			12,582,787
AMP Bank			0
Northern Territory Treasury Bonds			500,000
My State			1,514,692
Great Southern Bank			1,000,000
Rabobank			1,500,000
ING Bank			1,000,000
Total Cash & Investments	28,475,741	28,334,942	27,081,394
Less Funds required for operational purposes			(1,000,000)
Cash & Investments Available for Reserves	28,475,741	28,334,942	26,081,394
Funding Surplus			1,728,941

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

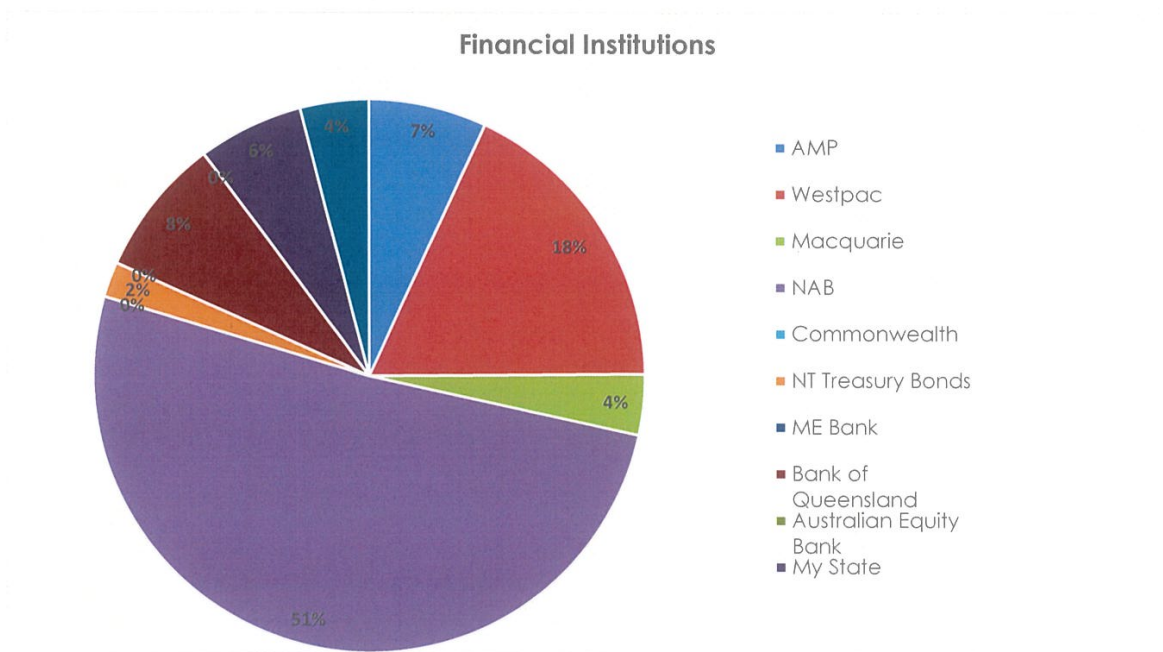

 Elizabeth Smith
 Director Administration & Finance



Temora Shire Council
Cash & Investments
 For the period ended 30th November, 2024



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



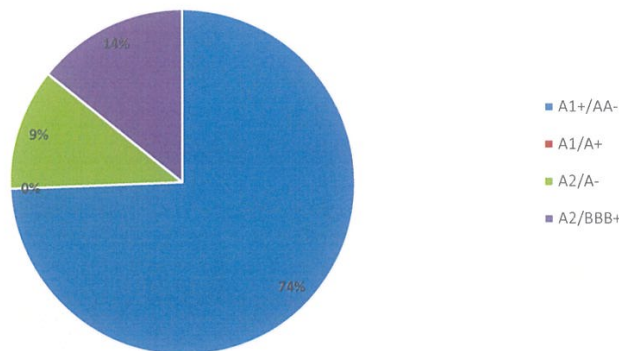
Graph Two - Proportion of cash held with each financial institution.



Temora Shire Council
Cash & Investments
 For the period ended 30th November, 2024

Institution	Rating	Type	Date Lodged	Rate	Term (days)	Maturity Date	Amount Invested	Institution Total
Cash Held								
Westpac Bank	A1+/AA-	Cheque account		0.00%			3,927,468.85	
Westpac Bank	A1+/AA-	Cash Reserve		1.35%			496,244.90	4,423,713.75
Macquarie Bank	A1/A+	Cash Management Accelerator Account		4.75%			868,399.24	868,399.24
AMP Bank	A2/BBB+	Business Saver		3.30%			792,646.51	
AMP Bank	A2/BBB+	31 Day Notice Account		5.20%	31		899,155.79	1,691,802.30
							Total Cash Held	6,983,915.29
Investments Held								
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	1/03/23	4.95%	730	28/02/25	500,000.00	
Bank of Queensland		Term Deposit	4/12/23	5.30%	373	11/12/24	500,000.00	2,000,000.00
National Australia Bank	A1+/AA-	Term Deposit	12/06/24	5.15%	287	26/03/25	500,000.00	
National Australia Bank		Term Deposit	29/05/24	5.20%	364	28/05/25	588,657.68	
National Australia Bank		Term Deposit	14/08/24	5.10%	364	13/08/25	556,588.18	
National Australia Bank		Term Deposit	8/09/21	0.80%	1097	9/09/24	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	29/05/24	5.20%	364	28/05/25	548,337.58	
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	14/08/24	5.05%	273	14/05/25	551,489.47	
National Australia Bank		Term Deposit	28/03/22	2.80%	1095	27/03/25	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	17/07/24	5.25%	273	16/04/25	546,484.74	
National Australia Bank		Term Deposit	3/04/24	5.00%	365	3/04/25	531,265.33	
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	29/02/24	5.05%	365	28/02/25	1,037,453.16	
National Australia Bank		Term Deposit	31/07/24	5.30%	273	30/04/25	1,000,000.00	
National Australia Bank		Term Deposit	13/03/24	5.00%	364	12/03/25	519,433.43	
National Australia Bank		Term Deposit	20/12/23	5.10%	364	18/12/24	1,000,000.00	12,582,786.86
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	10/01/24	5.10%	364	8/01/25	514,691.78	
		Term Deposit	16/05/24	5.20%	273	13/02/25	500,000.00	
		Term Deposit	3/06/24	5.25%	366	4/06/25	500,000.00	1,514,691.78
Great Southern Bank	A2/BBB+	Term Deposit	28/03/24	5.10%	307	29/01/25	1,000,000.00	1,000,000.00
Rabobank		Term Deposit	2/10/24	4.45%	1098	5/10/27	1,000,000.00	
		Term Deposit	9/10/24	4.95%	280	16/07/25	500,000.00	1,500,000.00
ING Bank		Term Deposit	14/10/24	5.01%	345	24/09/25	500,000.00	
		Term Deposit	14/10/24	5.03%	380	29/10/25	500,000.00	1,000,000.00
							20,097,478.64	20,097,478.64
Total Cash & Investments								27,081,393.93

Standard & Pooers Short Term/Long Term Credit Ratings





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

20.8 RATES REPORT - NOVEMBER 2024

File Number: REP24/1207

Author: Executive Assistant

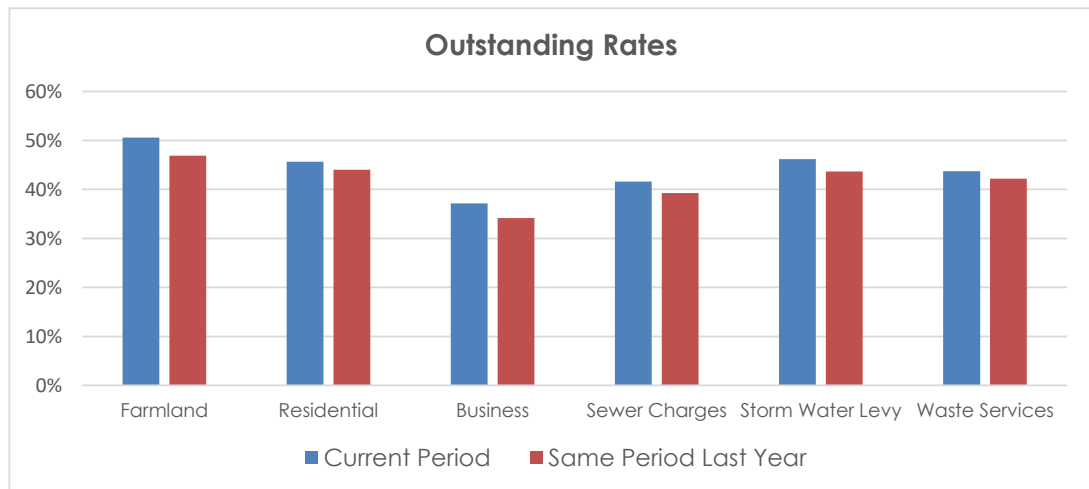
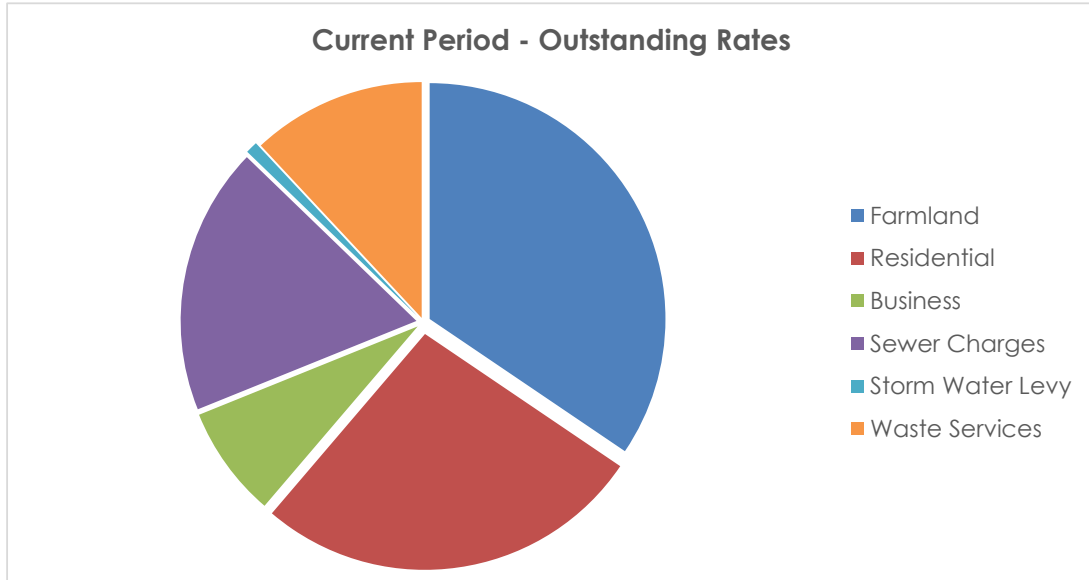
Authoriser: General Manager

- Attachments:**
1. Rates Collection [↓](#) 
 2. Rates Chart [↓](#) 



Temora Shire Council
Rates Collections
 For the period ended 30 November, 2024

General Rates Category	Total Rates Levied (Incl Arrears)	Pension Rebates	Payments	Rates		Rates	
				Outstanding \$	Outstanding %	Outstanding \$	Outstanding %
Fairland	2,231,707.53	(2,987.27)	(1,102,148.01)	1,126,572.25	51%	1,001,761.75	47%
Residential Temora - Occupied	1,569,620.16	(73,257.01)	(805,929.24)	690,433.91	46%	621,451.86	44%
Residential Temora - Vacant	102,524.14	0.00	(56,367.93)	46,156.21	45%	34,624.61	49%
Residential - Ariah Park	92,131.44	(6,769.99)	(44,622.74)	40,738.71	48%	40,393.01	48%
Residential - Springdale	15,558.96	(1,044.39)	(7,298.37)	7,216.20	50%	6,905.07	51%
Rural Residential	177,063.16	(9,398.42)	(100,371.87)	67,292.87	40%	58,154.96	37%
Residential - Temora Aviation	51,689.95	(860.60)	(27,513.46)	23,315.89	46%	21,111.99	45%
Business Temora - Hoskins Street	301,326.93	(186,425.01)	(114,901.92)	114,901.92	38%	110,635.57	38%
Business Temora - Town	303,733.51	(192,448.81)	(111,284.70)	111,284.70	37%	89,650.66	31%
Business Temora - Aviation	30,269.25	(18,314.68)	(11,954.57)	11,954.57	39%	10,121.60	35%
Business - Ariah Park	25,988.85	(15,640.40)	(10,348.45)	10,348.45	40%	9,050.44	39%
Business - Other	11,051.17	(9,823.77)	(1,227.40)	1,227.40	11%	1,855.09	18%
Services							
Residential Sewer Charges	1,277,583.82	(35,791.21)	(675,316.39)	566,476.22	46%	491,988.20	43%
Non-Residential Sewer Access & Usage Charges	198,014.50		(165,340.00)	32,674.50	17%	25,794.47	14%
Storm Water Levy	58,387.32		(31,434.31)	26,953.01	46%	25,116.83	44%
Domestic & Rural Waste Services	770,498.86	(37,759.44)	(403,157.38)	329,582.04	45%	295,010.26	43%
Trade Waste Services	160,673.05		(99,603.32)	61,069.73	38%	55,580.31	37%
Overpayments	(133,402.25)		88,982.20	(44,420.05)		(40,011.09)	
Legal charges	14,532.09		(3,760.98)	10,771.11		13,164.56	
Total	7,258,952.44	(167,868.33)	(3,856,534.47)	3,234,549.64	45%	2,872,360.15	43%



20.9 TEMORA MEMORIAL TOWN HALL INCOME & EXPENDITURE - NOVEMBER 2024

File Number: REP24/1223

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Town Hall Income & Expenditure [↓](#) 




Temora Shire Council

Temora Memorial Town Hall**Income & Expenditure**

For the period ended 30th November, 2024

	Current YTD	Prior YTD
Income		
Facility Hire	9,752	13,894
Other Sundry Income	-	-
Total Income	9,752	13,894
Expenditure		
Utilities		
Electricity & Gas	(2,958)	(3,783)
Rates	(4,499)	(4,279)
Water	(220)	(257)
Cleaning	(4,535)	(5,850)
Maintenance	(6,734)	(9,101)
Administration		
Employee Costs	(2,399)	(2,259)
Depreciation	(26,481)	(25,899)
Insurance	(28,642)	(28,424)
Organisation Support Costs	(13,081)	(11,358)
Other/Miscellaneous	-	-
Total Expenditure	(89,549)	(91,210)
Total Town Hall Surplus/(Deficit)	(79,797)	(77,316)
Internal Hire/Donation	2,034	924

20.10 TEMORA TOWN HALL THEATRE - NOVEMBER 2024

File Number: REP24/1225
Author: Executive Assistant
Authoriser: General Manager
Attachments: 1. Theatre [↓](#) 


 Temora Shire Council
Temora Town Hall Theatre
Operating Statement
 For the period ended 30th November, 2024

	July	August	September	October	November	Current YTD	Prior YTD
Candy Bar							
Income	5,975	3,586	1,579	3,651	1,274	16,064	15,547
Purchases	(1,629)	(2,440)	(108)	(127)	(1,124)	(5,428)	(4,713)
	4,346	1,146	1,471	3,524	150	10,636	10,834
Admissions							
Income	13,877	4,999	3,588	4,175	1,994	28,634	26,423
Gold Class Ticket Sales	412	46	927	-	182	1,567	1,564
Audio Visual Purchases	(4,379)	(2,906)	(1,591)	(2,025)	(4,056)	(14,957)	(16,214)
	9,911	2,139	2,924	2,150	(1,880)	15,244	11,773
Other Income							
Facility Hire	1,025	611	301	218	218	2,373	1,118
Donations	-	-	-	-	-	-	600
Event Catering Income	-	-	-	-	45	45	-
Sale of Advertising	-	-	-	-	-	-	491
	1,025	611	301	218	264	2,418	2,209
Other Costs							
Advertising	-	(33)	-	-	-	(33)	-
Bank Fees	(85)	(191)	(114)	(91)	(98)	(579)	(574)
Building Maintenance	-	(231)	-	-	-	(231)	(228)
Cleaning	(1,087)	(222)	(173)	-	(272)	(1,754)	(998)
Computer Costs	(40)	(460)	(649)	(558)	(495)	(2,201)	(949)
Employee Costs	(2,703)	(2,257)	(2,286)	(2,626)	(4,688)	(14,559)	(11,384)
Event Catering Expenses	(945)	-	(621)	-	(22)	(1,588)	(929)
General Maintenance	-	-	-	-	-	-	(225)
Insurance	(7,520)	-	-	-	-	(7,520)	(7,446)
Licences & Permits	-	(92)	-	-	(137)	(229)	(118)
Materials Purchased	-	-	(49)	-	(65)	(114)	(1,131)
Rates & Electricity	(2,041)	(784)	(303)	(228)	(298)	(3,654)	(3,640)
Sundry Expenses	15	-	-	-	5	21	-
Telephone & Internet	-	(120)	(121)	(121)	(121)	(482)	(483)
Volunteer Support	(63)	(74)	-	-	-	(137)	-
Depreciation	-	-	(591)	-	-	(591)	(465)
	(14,468)	(4,464)	(4,907)	(3,624)	(6,190)	(33,652)	(28,570)
Total Cinema Surplus/(Deficit)	\$ 813	(\$ 568)	(\$ 211)	\$ 2,269	(\$ 7,657)	(\$ 5,354)	(\$ 3,754)
Internal Hire/Donation	-	164	-	-	-	164	-

20.11 MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING HELD 14 AUGUST 2024**File Number:** REP24/1137**Author:** Director of Administration & Finance**Authoriser:** Director of Administration & Finance**Attachments:** 1. ARIC Minutes - 14 August 2024 [↓](#) 

MINUTES OF THE TEMORA SHIRE COUNCIL AUDIT RISK AND IMPROVEMENT COMMITTEE
MEETING HELD AT 29 BELMORE STREET, JUNEE ON WEDNESDAY, 14 AUGUST 2024.

1. WELCOME

The meeting was opened at 2:03PM by the Chair, Mr Nick Tobin.

PRESENT:

Mr Nick Tobin (Chair), Mr Phil Thomas (Independent Member) and Ms Kylie McCrae (Independent Member)

IN ATTENDANCE:

Melissa Boxall (General Manager), Elizabeth Smith (Director Administration & Finance), Grant Nicholson (Enterprise Risk Manager), Josh Jongma (Internal Audit Coordinator), Ian Roberts (Internal Auditor) (MS Teams), Dannielle MacKenzie (Crowe) (MS Teams)

2. APOLOGIES

APOLOGIES – Cr McLaren

3. DISCLOSURES OF INTEREST

Nil.

4. REPORTS

4.1 GENERAL MANAGER PRESENTATION

The General Manager, Ms Melissa Boxall, provided a brief verbal presentation on the Council, including demographic and geographic profile, key strategic issues and other relevant matters to Council.

EXTERNAL AUDITOR PRESENTATION

Ms Dannielle MacKenzie of Crowe provided an update to the committee on the recently conducted interim audit. No high risk issues were identified during the audit so an Interim Management Letter will not be issued.

Staff have completed the indexation of assets as at 31 March 2024, so preparations for end of year are well underway.

COMMITTEE RESOLUTION 1/2024

Moved: Phil Thomas

Seconded: Kylie McCrae

That the ARIC hold an Extraordinary meeting following referral of the financial statements to audit prior to finalisation.

CARRIED

4.2 ARIC TERMS OF REFERENCE AND INTERNAL AUDIT CHARTER

File Number: REP24/758

Author: Director of Administration & Finance

Authoriser: Director of Administration & Finance

MINUTES OF THE TEMORA SHIRE COUNCIL AUDIT RISK AND IMPROVEMENT COMMITTEE
MEETING HELD AT 29 BELMORE STREET, JUNEE ON WEDNESDAY, 14 AUGUST 2024.

COMMITTEE RESOLUTION 2/2024

Moved: Mr Phil Thomas
Seconded: Ms Kylie McRae

That the Committee notes the ARIC Terms of Reference and Internal Audit Charter.

CARRIED

4.3 ARIC PLANNING DOCUMENTS

File Number: REP24/763
Author: Director of Administration & Finance
Authoriser: Director of Administration & Finance

COMMITTEE RESOLUTION 3/2024

Moved: Mr Phil Thomas
Seconded: Ms Kylie McRae

1. That the ARIC reviews the attachments and provides feedback on the content of the documents.
2. That the ARIC notes that the feedback provided by the Committee will be considered and reported back to the Committee for endorsement at the next meeting.
3. That the ARIC notes that due to budget constraints with implementation of the new Internal Audit Guidelines and increased costs of Internal Auditors that only up to 3 Internal Audits will be conducted each year in the new plan.
4. That the ARIC provides advice and endorses the scope of the Accounts Payable and Sundry Creditors Internal Audit.

CARRIED

4.4 INTERNAL AUDIT ACTION UPDATE

File Number: REP24/767
Author: Director of Administration & Finance
Authoriser: Director of Administration & Finance

COMMITTEE RESOLUTION 4/2024

Moved: Mr Phil Thomas
Seconded: Ms Kylie McRae

That the Committee notes the updated action register.

CARRIED

4.5 FRAUD & CORRUPTION CONTROL POLICY

File Number: REP24/617
Author: Director of Administration & Finance
Authoriser: Director of Administration & Finance

COMMITTEE RESOLUTION 5/2024

Moved: Mr Phil Thomas
Seconded: Ms Kylie McRae

MINUTES OF THE TEMORA SHIRE COUNCIL AUDIT RISK AND IMPROVEMENT COMMITTEE
MEETING HELD AT 29 BELMORE STREET, JUNEE ON WEDNESDAY, 14 AUGUST 2024.

That the Committee endorse the Fraud & Corruption Control Policy.

CARRIED

4.6 ENTERPRISE RISK MANAGEMENT AND STRATEGIC RISK REGISTER

File Number: REP24/777
Author: Enterprise Risk Manager
Authoriser: Engineering Asset Manager

COMMITTEE RESOLUTION 6/2024

Moved: Mr Phil Thomas
Seconded: Ms Kylie McRae

That the Committee acknowledge the report and attachments.

CARRIED

4.7 IP&R DOCUMENTATION

File Number: REP24/780
Author: Director of Administration and Finance
Authoriser: Director of Administration and Finance

COMMITTEE RESOLUTION 7/2024

Moved: Mr Phil Thomas
Seconded: Ms Kylie McRae

That the Committee receive and note the documents.

CARRIED

4.8 LIGHT FLEET MANAGEMENT - INTERNAL AUDIT REPORT

File Number: REP24/834
Author: Director of Administration and Finance
Authoriser: Director of Administration and Finance

COMMITTEE RESOLUTION 8/2024

Moved: Mr Phil Thomas
Seconded: Ms Kylie McRae

That the Committee note the report on Light Fleet Management and management responses to the recommendations.

CARRIED

5. NOTIFICATIONS OF INCIDENTS

6. MEETING DATES

The date of the next meeting will be confirmed.

MINUTES OF THE TEMORA SHIRE COUNCIL AUDIT RISK AND IMPROVEMENT COMMITTEE
MEETING HELD AT 29 BELMORE STREET, JUNEE ON WEDNESDAY, 14 AUGUST 2024.

7. CLOSE OF MEETING

Meeting closed at 3:39PM.

20.12 MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE HELD 24 SEPTEMBER 2024

File Number: REP24/883

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. ARIC Minutes 24 September 2024 [↓](#) 

MINUTES OF THE TEMORA SHIRE COUNCIL AUDIT RISK AND IMPROVEMENT COMMITTEE
MEETING HELD VIA TEAMS ON TUESDAY 24 SEPTEMBER 2024 AT 4:30PM.

MINUTES

ATTENDANCE

Committee members: Nick Tobin (Chair), Kylie McCrae and Phil Thomas

Staff: Melissa Boxall (General Manager), Elizabeth Smith (Director Administration and Finance), Jacqui Hall (Manager Administration and Finance) and Josh Jongma (Internal Audit Coordinator)

Guests: Danielle MacKenzie (Crowe) and Unaib Jeffrey (NSW Audit Office)

The Chair opened the meeting at 4:34pm.

1. **APOLOGIES** – None received.

2. **DISCLOSURE OF INTERESTS**

There were no disclosures of interest.

3. **FINANCIAL STATEMENTS**

The Director Administration and Finance provided an overview of the report to the Committee.

RESOLVED:

That the Committee receives and notes the annual financial statements that have been referred to external audit by Council.

MOVED: Phil Thomas **SECONDED:** Kylie McCrae **CARRIED**

Danielle MacKenzie provided a brief update on the audit to the Committee.

Unaib Jeffrey provided an update on matters relating to the audit office process.

3. **CLOSE OF MEETING**

The meeting closed at 4:44pm.

20.13 LAKE CENTENARY MANAGEMENT COMMITTEE MINUTES HELD 12 NOVEMBER 2024

File Number: REP24/1135

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. LCMC November 2024 [↓](#) 



Lake Centenary Management Committee Meeting

12/11/2024 – Temora Hotel

Meeting opened: 8.00PM

Present: Simon Forsyth, Amber Crawford, Brent Crawford, Adam Blachut, Amanda Blachut
Brett Cornford & Paul Mahon.

Apologies: Blake Forsyth & Grant Kelly

Last Meeting minutes read & accepted:

Moved: Amanda Blachut

2nd: Brett Cornford

Simon welcomed Councillor Mahon to our meeting & congratulated him on his new election to council.

Matters arising:

Treasures report:

Bank balance of \$52794.31

Expenses: Nil

Incoming: \$3600 in gate fees all direct debited

Moved: Amanda Blachut

2nd: Brent Crawford

Correspondence in:

Simon received an email from Ram @ the TSC on the 06/11/2024 to advise the concrete footpath has been completed between the BBQ at the boom gate & the boat ramp. The fence post are yet to be re-installed but should be done the following week.

**Correspondence out:**

Simon has emailed Kate Bruce back regarding the proposal for a Lake fun run. This proposal was tabled & approved with further information expected from Kate.

Simon emailed Mick Wainwright regarding his proposal for kayak/standup paddleboard days to be held at Lake Centenary. While LCMC agreed a great idea, we could not support it going ahead on public holidays when the Lake is at its busiest time.

Simon also emailed Ram at the TSC commending the council on a terrific job cementing the paths at the Lake.

General Business:

Concerns about dogs around the Lake not being on leads at times. Simon to email the council regarding this.

Concerns regarding the cleanliness of the Lake toilets. Several members of the public have brought this to the LCMC committee. Simon will email Kris Dunstan with the concern.

The shade sail on the western end of the ski bank needs replacing. Brett will contact Riverina shade solutions to come & measure & quote replacement – all present LCMC in favour of this.

Next meeting scheduled for Wednesday the 11th of December due to the unavailability of chairman on Tuesday the 10th of December.

General Meeting closed at 8.22pm

20.14 IMAGINE TEMORA MINUTES HELD 12 NOVEMBER 2024

File Number: REP24/1166

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Imagine November 2024 [↓](#) 

Temora Shire Council - Imagine Temora Committee

Minutes of Meeting held Temora Art Centre 12 November 2024 at 5.10pm

Present:

Louise Adams, Jeremy, Susan Jeri, Susan Hunn, Ailsa Hudson, Scott Hayman, Yianni Johns (phone).

Apologies:

Fran Cahill

Apologies accepted:

Moved: Jeremy

Seconded: Ailsa Hudson

Minutes from previous Meeting adopted:

None due to lack of attendees at October meeting

Moved –

Seconded -

Business arising from previous meeting:

Michael Fix has been paid a deposit for his performance in November. Ticket sales have been slow. Promoted in local paper, flyers, Narraburra news, Temora Events website and Temora FM.

Particular items of business: AGM – Jeremy will organise notification in Temora Independent.

Imagine Temora have no council representative attending meetings – a discussion was held re possible options.

Moved –

Seconded –

General business/Around the Room Update:

TSC- Pottery group exhibition on until the end of November.

Sam Sharman exhibition launch will be on 29th November at 5.30pm.

Koala Film too expensive to screen at the moment, it was suggested Jeremy screen it during Drench 2025.

Motion Arts – Calling for auditions for The Little Shop of Horrors.

Music From The War Era performance during Warbirds Downunder went really well. Council were extremely supportive of this event.

Performing Arts – Concert, Larissa Burak, vocal and instrumental – this Saturday at 2pm

TADVAC- Rob Candy workshop was cancelled due to Rob contracting covid – postponed till a later date.

AGM Thursday 28th November.

They are still trying to organise a safety cage for the kiln.

New lease agreement has commenced, Tadvac now responsible for cleaning and maintenance.

Good attendances during the week, lots of people through to see the pottery exhibition.

U3A – Dimi has postponed the social media talks.

AGM 25th November.

Bill Speirs conducting a talk on opera singer Marie Narelle at the Bundawarra Centre Wed 20th November at 2pm.

Inland grant application successful – used to purchase large screen TV.

Correspondence – inward and outward:- Out –Nil.

In – Emails re Koala Movie, cost \$500 to screen.

Next meeting - AGM 10 December, ordinary meeting to follow. 5pm.

Meeting closed 5.50pm

20.15 COUNTRY MAYORS ASSOCIATION MINUTES HELD 15 NOVEMBER 2024

File Number: REP24/1164

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. CMA November 2024 [↓](#) 



THE COUNTRY MAYORS ASSOCIATION OF NSW INC

"What we want is nothing more than equity"

*Chairman: Cr Rick Firman OAM
C/- Temora Shire Council,
PO Box 262, Temora NSW 2666
Email: admin@nswcountrymayors.com.au*

MINUTES

The ANNUAL GENERAL MEETING of the Country Mayors Association of NSW Inc was held on **Friday 15 November 2024, in the Theatre, Parliament House, Macquarie Street from 8:20am until 1pm. The meeting had a Skills and Education theme.**

Acting Chairman Cr. Rick Firman OAM extended the official Welcome.

**Guest Speaker;
NSW Opposition Leader & Liberal Leader, the Hon Mark Speakman MP**

Opposition Leader Speakman congratulated recently elected mayors. He described the regional connectedness of the NSW Coalition Opposition.

"Our shadow skills and education ministers are regionally based."

"There's a lot of pain and frustration in the regions. Pressures including difficulties getting skilled staff are a real challenge, as are the accommodation shortages. I was recently in Cowra with Local Member Steph Cooke and the increasing water costs was a pressure on agribusiness there."

"The issue with common planning assumptions (which understate growth projections and thus, funding) was another issue in Cowra and Parkes. There are dramatic reductions in funding. Councils have to repair the roads after floods and we are determined to support them."

"Prefabricated, smaller homes is one of the alternative approaches floated that will help address the housing needs of country NSW."

Introduction of new Mayors, who were presented with CMA pins. There was also acknowledgement of those who were not re-elected and recognition for retiring Executive Board Members. Three former CMA Executive Board members were presented with plaques which acknowledged their service:

Cr. Firman again paid tribute to the work of former CMA Chairman and Mayor of Gunnedah Shire, Mr Jamie Chaffey, who was pleased to take a break from campaigning for the Federal Seat of Parkes to support the CMA. Mr Chaffey encouraged Mayors to make the most of their time as Mayors and highlighted the value of the CMA.

Former CMA Executive Member and Mayor of Narramine Shire Cr. Craig Davies reiterated the importance of the bio-conservation Act issue and the CMA.

Former CMA Executive Member and Mayor of Federation Council, Cr. Patrick Bourke reiterated how he valued the CMA and the relationships from it.

Attendance 150

Cr. Kevin Mack	Mayor	Albury City Council
Frank Zaknich	CEO	Albury City Council
Cr. Todd Redwood	Deputy Mayor	Armidale Regional Council
James Roncon	GM	Armidale Regional Council
Linda Scott	Former President	ALGA
Cr. Robert Taylor	Mayor	Bathurst Regional Council
David Sherley	GM	Bathurst Regional Council
Cr. Sharon Cadwallader	Mayor	Ballina Shire Council
Cr. Russell Fitzpatrick	Mayor	Bega Valley Shire Council
Anthony McMahon	CEO	Bega Valley Shire Council
Mark Griffioen	GM	Bellingen Shire Council
Cr. Stephen Allan	Mayor	Bellingen Shire Council
Cr. Julia Cornwell McKean	Mayor	Berrigan Shire Council
Cr. Brian Monaghan	Mayor	Bland Shire Council
Grant Baker	GM	Bland Shire Council
Cr. Bruce Reynolds	Mayor	Blayney Shire Council
Mark Dicker	GM	Blayney Shire Council
Cr. Lachlan Ford	Mayor	Bourke Shire Council
Leonie Brown	GM	Bourke Shire Council
Cr. Jim Hickey	Deputy Mayor	Broken Hill City Council
Cr. Sarah Ndiaye	Mayor	Byron Shire Council
Mark Arnold	GM	Byron Shire Council
Cr. Kevin Beatty	Mayor	Cabonne Shire Council
Bradley Byrnes	GM	Cabonne Shire Council
Sharon Houlihan	EO	Canberra Region JO
Greg Hill	GM	Central Darling Shire Council
Cr. Daniel Watton	Mayor	Cessnock City Council
Cr. Ray Smith	Mayor	Clarence Valley Council
Laura Black	GM	Clarence Valley Council
Gary Fry	Secretariat	CMA
Cr. Jarrod Marsden	Mayor	Cobar Shire Council
Cr. Nikki Williams	Mayor	Coffs Harbour City Council
Cr. David McCann	Mayor	Coolamon Shire Council
Tony Donoghue	GM	Coolamon Shire Council
Cr. Daniel Keady	Mayor	Coonamble Shire Council
Paul Gallagher	GM	Coonamble Shire Council
Dirk Wymer	Acting GM	Cowra Shire Council
Cr. Paul Smith	Mayor	Cowra Shire Council
Cr. Josh Black	Mayor	Dubbo Regional Council
Murray Wood	CEO	Dubbo Regional Council
Gareth Curtis	GM	Dungog Shire Council
Cr. Digby Rayward	Mayor	Dungog Shire Council
Gary Arnold	CEO	Edward River Council

Cr. Ashtey Hall	Mayor	Edward River Council
Cr. Mathew Hatcher	Mayor	Eurobodalla Shire Council
Cr. Cheryl Cook	Mayor	Federation Council
	Council and past CMA Executive	
Cr. Patrick Bourke	Member	Federation Council
Adrian Butler	GM	Federation Council
Cr. Phyllis Miller OAM	Mayor	Forbes Shire Council
Cr. Doug Batten	Mayor	Gilgandra Shire Council
Cr. Nicholas White	Councillor	Gilgandra Shire Council
Cr. Margot Davis	Mayor	Glen Innes Severn Council
Bernard Smith	GM	Glen Innes Severn Council
Cr. Nina Dillon	Mayor	Goulburn Mulwaree Council
Marina Hollands	Acting CEO	Goulburn Mulwaree Council
Cr. Ben Hooper	Deputy Mayor	Greater Hume Council
Evelyn Arnold	GM	Greater Hume Council
Cr. Doug Curran	Mayor	Griffith City Council
Brett Stonestreet	GM	Griffith City Council
Cr. Colleen Fuller	Mayor	Gunnedah Shire Council
Eric Groth	GM	Gunnedah Shire Council
Cr. Tiffany Galvin	Mayor	Gwydir Shire Council
Max Eastcott	GM	Gwydir Shire Council
	Executive Manager Economic	
Alison McLean	Development & Tourism	Hay Shire Council
Cr. Brian Ingram	Mayor	Hilltops Council
Anothony O'Reilly	GM	Hilltops Council
Cr. Kate Dight	Mayor	Inverell Shire Council
Brett McInnes	GM	Inverell Shire Council
Cr. Kinne Ring	Mayor	Kempsey Shire Council
Craig Milburn	GM	Kempspey Shire Council
Stephen Mitchell	Director Corporate and Commercial	Kempspey Shire Council
Cr. Cameron McDonald	Mayor	Kiama Municipal Council
Jane Stroud	CEO	Kiama Municipal Council
Cr. Danielle Mulholland	Mayor	Kyogle Council
Cr. John Medcalf OAM	Mayor	Lachlan Shire Council
Greg Tory	GM	Lachlan Shire Council
Cr. George Weston	Mayor	Leeton Shire Council
Jackie Kruger	GM	Leeton Shire Council
Cr. Steve Krieg	Mayor	Lismore City Council
John Gibbons	GM	Lismore City Council
Ross Gurney	GM	Lithgow City Council
Cr. Cass Coleman	Mayor	Lithgow City Council
Cr. Ken Cudmore	Mayor	Liverpool Plains Shire Council
Gary Murphy	GM	Liverpool Plains Shire Council
Cr. Peter Sharp	Mayor	Lockhart Shire Council
Gavin Rhodes	GM	Lockhart Shire Council
Cr. Claire Pontin	Mayor	MidCoast Council
Cr. Des Kennedy	Mayor	Mid-Western Regional Council
Brad Cam	GM	Mid-Western Regional Council
Cr. Susannah Pearse	Mayor	Moree Plains Shire Council
Kelvin Tytherleigh	GM	Moree Plains Shire Council
Sarah Ryan	Acting CEO	Murray River Council

Cr. John Harvie	Mayor	Murray River Council
Cr. Ruth McRae OAM	Mayor	Murrumbidgee Council
John Scarce	GM	Murrumbidgee Council
Cr. Jeff Drayton	Mayor	Muswellbrook Shire Council
Derek Finnigan	GM	Muswellbrook Shire Council
Cr Darrell Tiemens	Mayor	Narrabri Shire Council
Eloise Chaplain	GM	Narrabri Shire Council
Cr. Neville Kschenka	Mayor	Narrandera Shire Council
Cr. Craig Davies	Councillor and past CMA Executive	Narromine Shire Council
Cr. Ewen Jones	Mayor	Narromine Shire Council
Phil Johnston	Director	Narromine Shire Council
Jamie Chaffey	Past CMA Chariman	Nationals Candidate for Parkes
Jonathan Malota	Policy Advisor – Transport & Data	NRMA
Cr. Katie Graham	Deputy Mayor	Oberon Council
Gary Wallace	GM	Oberon Council
Erica Van Den Honert	Executive Director	OLG
Sharne Colefax	Manager, Council Engagement Council Engagement Manager, North Coast and Eastern Sydney	OLG
Anita Gambhir		OLG
Cr. Tony Mileto	Mayor	Orange City Council
Cr. Neil Westcott	Mayor	Parkes Shire Council
Cr. Marg Applebee	Deputy Mayor	Parkes Shire Council
Cr. Leah Anderson	Mayor	Port Stephens Council
Cr. Robert Mustow	Mayor	Richmond Valley Council
Vaughan Macdonald	GM	Richmond Valley Council
Cr. Kenrick Winchester	Mayor	Queanbeyan-Palerang Regional Council
Rebecca Ryan	GM	Queanbeyan-Palerang Regional Council
Yvonne Lingua	Executive Officer	RAMJO
Julie Briggs	CEO outgoing	REROC
Megan Mulrooney	CEO incoming	REROC
Cr. Robert Mustow	Mayor	Richmond Valley Council
Vaughan Macdonald	GM	Richmond Valley Council
Cr. Chris Homer	Mayor	Shellharbour City Council
Cr. Patricia White	Mayor	Shoalhaven City Council
James Ruprai	Acting GM	Shoalhaven City Council
Cr. Sue Moore	Mayor	Singleton Council
Justin Fitzpatrick-Barr	GM	Singleton Council
Cr. Chris Hanna	Mayor	Snowy Monaro Regional Council
Cr. Julia Ham	Mayor	Snowy Valleys Council
Paul Bennett	GM	Tamworth Regional Council
Cr. Rick Firman OAM	Mayor (CMA Acting Chairman)	Temora Shire Council
Melissa Boxall	GM	Temora Shire Council
Cr. Bronwyn Petrie	Mayor	Tenterfield Shire Council
Cr. Paul Culhane	Mayor	Upper Lachlan Shire Council
Alex Waldron	CEO	Upper Lachlan Shire Council
Cr. Robert Bell	Mayor	Uralla Shire Council
Toni Averay	GM	Uralla Shire Council
Cr. Eric Noakes	Mayor	Walcha Council
Megan Dixon	GM	Walgett Shire Council
Cr. Jasen Ramien	Mayor	Walgett Shire Council
Gary Woodman	GM	Warren Shire Council

Cr. Greg Whiteley	Mayor	Warren Shire Council
Lindsay Mason	Acting GM	Warrumbungle Shire Council
Cr. Paul Best	Mayor	Weddin Shire Council
Noreen Vu	GM	Weddin Shire Council
Ken Ross	GM	Wentowrth Shire Council
Cr. Daniel Linklater	Mayor	Wentowrth Shire Council
Cr. Jesse Fitzpatrick	Mayor	Wingecarribee Shire Council
Lisa Miscamble	GM	Wingecarribee Shire Council

Apologies

Adrian Panuccio	MidCoast Council	GM
Cr. Bob Callow	Junee Shire Council	Mayor
James Davis	Junee Shire Council	GM
Cr. Abb McAlister	Cootamundra-Gundagai Regional Council	Mayor
Steve McGrath	Cootamundra-Gundagai Regional Council	Acting GM
Cr. Dallas Tout	Wagga	Mayor
Steve Loane OAM	Forbes Shire Council	GM
Cr. Russell Webb	Tamworth Regional Council	Mayor
Lord Mayor Tania Brown	Wollongong City Council	
Cr. Glen Neill	Bogan Shire Council	Mayor
Cr. Andrew McKibbobb	Oberon Mayor	
Cr. Kathryn Rindfleish	Warrumbungle Shire Mayor	
Cr. Sam Coupland	Armidale Regional Council Mayor	
George Cowan	Narrandera Shire	
Cr. Carol Oataway	Hay Shire Mayor	
David Waddell	Orange City Council CEO	
	Central Darling Shire	
Bob Stewart	Administrator	
Phil Hood	Walcha Council GM	
Jay Nankivell	Broken Hill City Council GM	
Steve Pinnuck	Snowy Valleys Council	

Apologies moved by Snowy Monaro Regional Council Mayor Cr. Chris Hanna and seconded by Bellingen Shire Council Mayor Cr. Steve Allan.

Reports

Year in Review **Acting Chairman's Report**

Cr. Firman spoke of the very big year that the CMA has had. Cabonne Mayor Cr. Kevin Beattie moved and Bellingen Mayor Cr. Steve Allan seconded that the report be accepted. Unanimously endorsed.

LGNSW Report

President of LGNSW, Cr. Darriea Turley AM congratulated mayors on their election. "We are a family. LGNSW has a strong MoU with the CMA and we stand together."

Moved by Kyogle Mayor Cr. Danielle Mulholland, Mayor of Eurobodalla and Cr. Mathew Hatcher

seconded that the report be accepted. Unanimously endorsed.

ALGA Report

Cr. Darriea Turley AM returned to the lectern as Vice-President of ALGA. Matt Burnett was elected President of ALGA unopposed. Cr. Turley encouraged participation and Ministerial contact at the ALGA conference.

Moved by Forbes Shire Council Mayor and CMA Executive Member Cr. Phillys Miller OAM and Seconded Kyogle Mayor, Cr Dannielle Mulholland. Unanimously endorsed.

Guest Speaker

Minister for Skills, TAFE & Tertiary Education, the Hon. Steve Whan MP

Minister Whan spoke of the linkages between educational institutions, training providers and industry that are being developed. “The Educational Partnerships program is doing that (linking) with Careers advisors in schools.”

“Raising awareness of the options available is important. A NSW Skills Plan will be released later this year.”

“Increased visibility of options at TAFE campuses has been called for, as with increased links between TAFE and communities.

1,300 apprenticeships place for LG was announced by Minister Hoenig and other initiatives are underway.”

“A strong investment in skill development like fee-free courses in VET has been undertaken by the Government. This includes encouraging people to upskill in trade skills. Doing a VET course can be financially far better than a university degree and leaves someone with a lot less debt.”

“Skilled Migration is also important. NSW Government does have State nominated visa programs and we are working with the Australian Government on that. The process of assessing skills can be complicated or slow. School fees will no longer be required certain visa holders and that will make NSW more attractive for skilled migrants.”

“TAFE teachers will be made less casual, more permanent and we’ve seen 500 transition to permanency already.”

Q. Cr. Sarah Ndiaye from Byron Shire: Southern Cross University is cutting the Arts – face to face creative arts is being cut out in our education institutions, including high schools.

A The previous Federal Government introduced policy that increased Arts fees and I will follow up with the Government.

My daughter is a drama teacher, so I am certainly looking into the discussion paper.

Q. Cr. Neville Kschenka (Narrandera Shire Mayor). Doctors from overseas take too long to get their skills assessed.

A. Unfortunately, that is a Federal issue and licensing in the medical sector is very complex.

Q. Cr. Robert Bell (Mayor of Uralla Shire). Speaking from the New England REZ, there is a need for training. There are great opportunities for trades with renewable energy projects. An

electrician gets \$7000 in town and \$10000 at a solar farm.

A. Our Skills Plan will hopefully incorporate that. The challenge is that a solar farm construction does not last long enough for an apprenticeship.

Q. Cr. George Weston (Mayor of Leeton Shire). Commented on the difficulty skilled migrants have in traveling to distant TAFE courses.

Q. Armidale Regional Council (Deputy Mayor Todd Redwood) also highlighted the New England REZ challenges.

Q. Cr. Kinny Ring (Mayor of Kempsey Shire Council). What are you doing about key skill shortage areas?

A. We are teaching more nursing in TAFE. RPL is difficult with skilled migrants. It often involves industry bodies, Government and it can be cumbersome. Keep an eye out for the Government's Skills Plan.

Q. Cr. Cass Coleman (Lithgow City Council Mayor), our TAFE students have to travel to Sydney or Orange. We need trade TAFEs and we need to make them more accessible to regional communities.

A. We cannot make all trades available at all campuses but some online components does help. We are looking at how we can reduce travel demands.

Morning tea in the Fountain Court of the NSW Parliament building was a brief respite that was a welcomed chance to relax and network with peers from around the State.

AGM business

Minutes from 2023 AGM – Bega Valley Shire Council Mayor and CMA Executive Member Cr. Russell Fitzpatrick moved and Forbes Shire Council Mayor and CMA Executive Member Cr. Phillis Miller OAM seconded. Unanimously endorsed.

Correspondence - Forbes Shire Council Mayor and CMA Executive Member Cr. Phillis Miller OAM moved and Lachlan Shire Council Mayor Cr. John Medcalf OAM seconded. Unanimously endorsed.

Financials

CMA Secretary and Temora Shire GM Melissa Boxall provided a summary, given financials had been supplied.

The financials were moved by Singleton Council Mayor and CMA Executive Member Cr. Sue Moore, Seconded by Bega Valley Shire Council Mayor and CMA Executive Member Cr. Russell Fitzpatrick. Unanimously endorsed.

Appointment of Returning Officers

RECOMMENDATION: That the Acting CMA Secretary/Public Officer Ms. Melissa Boxall and Secretariat Mr. Gary Fry be appointed as returning officers for the CMA Executive Board elections.

Motion of returning officers – Mayor of Wentworth Shire Council Cr. Daniel Linklater moved the motion and CMA Executive Member Cr. Phillis Miller OAM seconded. Unanimously endorsed.

That the election be conducted by secret ballot.

Moved Cr. Phyllis Miller, seconded Cr. Sue Moore (Singleton Council).

Election results:

Ms. Boxall announced the following Election results for a two-year term:

Mayor of Temora Shire Council, Cr. Rick Firman OAM was endorsed as Chairman unopposed.

Bega Valley Shire Council Mayor Cr. Russell Fitzpatrick and Armidale Regional Council Mayor Cr. Sam Coupland contested for the Deputy Chairman Position. Mayor Fitzpatrick won.

From 13 candidates, the following (7) Mayors were elected to the Executive Board of the CMA:

Cr. Phyllis Miller OAM, Forbes Shire Council
Cr. Sam Coupland, Armidale Regional Council
Cr. John Medcalf OAM, Lachlan Shire Council
Cr. Sue Moore, Singleton Council
Cr. Josh Black, Dubbo Regional Council
Cr. Russell Webb, Tamworth Regional Council
Cr. Sharon Cadwallader, Ballina Shire Council

The vote was close across the Board and there were no informal votes.

The following Mayors were unsuccessful:

Cr. Steve Allan, Bellingen Shire Council
Cr. Chris Hanna, Snowy Monaro Regional Council
Cr. Mathew Hatcher, Eurobodalla Shire Council
Cr. Brian Monaghan, Bland Shire Council
Cr. Danielle Mulholland, Kyogle Council
And Cr. Darrell Tiemens, Narrabri Shire Council

A motion was moved that should a vacancy occur in the Executive it would be filled by the candidate with the 8th highest vote count, with another vacancy occurrence going to 9th place etc. This was moved by Mayor of Bland Shire Council Cr. Brian Monaghan, seconded by Kempsey Shire Mayor Cr. Kinne Ring. Endorsed unanimously.

Forbes Shire Council Mayor and CMA Executive Member Cr. Phyllis Miller OAM and Bland Shire Council Mayor Cr. Brian Monaghan seconded that ballot papers be destroyed. Unanimous.

Orange City Council Mayor Cr. Tony Mileto moved that all elected positions be accepted and Leeton Shire Mayor Cr. George Weston seconded. Endorsed unanimously.

Appointment of Secretariat

EXECUTIVE RECOMMENDATION: That Gary Fry, through Regional Development Australia Inland Northern NSW be re-contracted as CMA Secretariat/Executive Officer for 2025 but that the hours for the role be extended to 30 per week, with annual cost of \$80,000 ex GST for an average of 4 days per week.

Moved – Cr. Sue Moore (Mayor, Singleton Council)

Seconded – Cr. Phyllis Miller OAM (Mayor, Forbes Shire Council)

Carried unanimously.

Setting of Annual Membership Fees

EXECUTIVE RECOMMENDATION: That the CMA increase membership fees by 10%, in light of the increasing workload with advocacy to Government Inquiries. This 10% increase would result in the fees for the 2025 calendar year becoming \$1,650 for Councils with a population of 10,000 and over, and Councils with a population of less than 10,000 paying 75% of the full fee, becoming \$1,237.50, which would also be the new fee for not-for-profit Associate Membership, while for-profit Associate Membership would become \$3,300 per year.

Moved – Cr. Phyllis Miller (Mayor Forbes Shire Council)

Seconded – Cr. Chris Hanna (Mayor Snowy Monaro Regional Council)

Carried unanimously.

General Business:**CMA Constitution. Proposed amendments have been supplied.**

RECOMMENDATION: That the proposed amendments be endorsed and that the resultant constitution for the CMA be accepted by members as the currently endorsed version (15 November 2024).

Moved – Cr. Danielle Mulholland (Mayor Kyogle Council)

Seconded – Cr. John Medcalf OAM (Mayor Lachlan Shire Council)

Carried unanimously.

Membership

RECOMMENDATION: That Coffs Harbour City Council be endorsed as a Member of the Country Mayors Association of NSW.

Moved – Cr. Stephen Allan (Mayor Bellingen Shire Council)

Seconded – Cr. Mathew Hatcher (Mayor Eurobodalla Shire Council)

Carried unanimously.

RECOMMENDATION: That the Riverina and Murray Joint Organisation (RAMJO) be endorsed as an Associate Member of the Country Mayors Association of NSW.

Moved – Cr. Russell Fitzpatrick (Mayor Bega Valley Shire Council)

Seconded – Cr. Phyllis Miller OAM (Mayor Forbes Shire Council)

Carried unanimously.

Setting of Meeting Dates for 2025

RECOMMENDATION: That the meeting dates for 2025 be set to coincide with NSW Parliament sitting dates, as was the case in 2024 – the Friday of the first week of each parliamentary session. [It was stated that these dates would be communicated to members as soon as they are ascertained].

Moved – Cr. Kevin Mack (Mayor Albury City Council)

Seconded – Cr. Chris Hanna (Mayor Snowy Monaro Regional Council)

Carried unanimously.

Signatories.

RECOMMENDATION: That signatories from the former Chairman's Council [Gunnedah Shire] be removed from the Country Mayors Association account and that the new Chairman and two staff members from their Council be authorised as signatories.

Moved – Cr. Kevin Mack (Mayor Albury City Council)

Seconded – Cr. Steve Krieg (Mayor Lismore City Council)

Carried unanimously.

Hosting Non-Metropolitan Meetings in 2025

Submissions to host a non-metropolitan meeting in 2025 have been received from Orange City Council, Ballina Shire Council and Inverell Shire Council.

RECOMMENDATION: That members vote to determine if there will be one CMA member hosted meeting in 2025 or two. Further, that new CMA Executive Board assess the applications and make the selection/s and choose the optimal date.

That One CMA Regional Meeting be held in 2025.

Moved – Cr. Sue Moore (Mayor Singleton Council)

Seconded – Cr. Phyllis Miller (Mayor Forbes Shire Council)

Carried unanimously.

CMA Executive Board to determine

Moved – Cr. Kevin Mack (Mayor Albury City Council)

Seconded – Cr. Steve Krieg (Mayor Lismore City Council)

Carried unanimously.

Member motions.

Mayor of Tenterfield Shire Council Cr. Bronwyn Petrie moved “That the Country Mayors Association writes to the Premier of NSW requesting an urgent ban of importation of turf product into NSW from Queensland and increased border surveillance, and b) requests of the Premiers of NSW and Queensland and the Federal government an urgent improvement in the eradication measures delivered by Biosecurity Queensland and the National Management Group governing the National Fire Ant Eradication Program.”

Seconded - Mayor Stephen Allan (Mayor of Bellingen Shire Council).

Carried unanimously.

Final Guest Speaker

The **Premier, the Hon. Chris Minns MP** was originally scheduled to speak at 9:15am, he requested a change to 12:30pm days before the meeting and had to send an apology halfway through the meeting. He sent **Minister for Regional Roads and Transport, the Hon. Jenny Atchinson MP** as his representative.

Minister Atchinson spoke of the Government’s current priorities, which included housing and essential workers. A focus has been on increased staffing of health professionals and Police with the Academy seeing the largest intake as a result of the introduction of paid study.

Like Minister Whan, she highlighted the \$252 million funding for cadets, apprentices and trainees across all NSW Councils – which will (it is hoped) result in an additional 1300 staff.

Three new TAFE Centres of excellence across NSW was announced.

There was also an announcement of 100 new preschools to be built near schools (with 49 in regional areas) to help improve literacy and numeracy.

Meeting closed at 12:55pm

Cr Rick Firman OAM
Chairman

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20.16 TEMORA SHIRE SISTER CITY AGM MINUTES HELD 19 NOVEMBER 2024

File Number: REP24/1109

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Sister City AGM November 2024 [↓](#) 

TSC SISTER CITY COMMITTEE**Annual General Meeting**

Meeting Held: 19/11/2024. **Location:** Temora Arts Centre Meeting Room

Chairperson/Returning Officer: Shontayne Ward

In Attendance: Jason Goode, Anne Giacomini, Fabio Giacomini, Peter Speirs, Helen Speirs, Jeff Cornford, Shontayne Ward, Jeremy Kruckle

1. Apologies: Robert Brabin, Judy Gorton

Moved: Shontayne Ward **Seconded:** Anne Giacomini **Carried**

2. Minutes From Previous AGM submitted:

True and Correct

Moved: Anne Giacomini **Seconded:** Fabio Giacomini **Carried**

3. Positions declared vacant and Election of officers:

Chairperson: Jason Goode

Nominated: Helen Speirs **Seconded:** Anne Giacomini **Elected**

Deputy Chairman: Bob Brabin (noting that Bob's involvement and commitment to TADVA and other Committees, there may be times he is not available).

Nominated: Jason Goode **Seconded:** Shontayne Ward **Elected**

Secretary: Jude Gorton

Nominated: Jason Goode **Seconded:** Jason Goode **Elected**

Public Relations and Communications Officer: Shontayne Ward

Nominated: Shontayne Ward **Seconded:** Jason Goode **Elected**

Committee Members: Helen Speirs, Peter Speirs, Jeff Cornford and Jeremy Kruckle.

Council Staff Delegate: Shontayne Ward

Councillor Delegate: NIL

4. Correspondence:

IN: Nil

OUT: Nil

5. Business Arising from The Previous Meeting:

6. Other General Business

a. Chairperson

Jason Goode, elected Chairperson, is no longer serving as a delegate for Council.

b. Temora Shire Councillor

There are no Councillor delegates for this election term at this time.

c. Postponed AGM

It is to be noted that the July AMG and general meeting's postponed to August due to not achieving a quorum. The August date was also postponed due the same reasons until November, this was to allow travelling committee members to be present.

d. 35 Years of Friendship Celebration & Gift Display– Temora Shire Library

In June 2024, the Temora Sister City Committee celebrated 35 years of Friendship & gifts to exchange at the Temora Shire Library. It was attended by Cr Rick Firman, Cr Jason Goode, Jeff Cornford, Shontayne Ward, members of the community and local artists Carol Glasgow and Roz Langford.

The gifts made by Carol and Roz were on display for 2 months in the library before they were taken to Izumizaki Village for exchange.

e. Izumizaki 35th Year Celebrations Trip

2024 saw travellers Bob Brabin, Judy Gorton, Jeff and Joy Cornford and Jason Goode from Temora travel to Izumizaki to celebrate 35 years of friendship in the village of Izumizaki. Gifts were exchanged, celebrations were had, and the planting of a eucalyptus tree and a gingko tree also marked the special anniversary.

Shirakawa dharma dolls were presented to Temora Shire delegates These are lucky dolls that are produced locally. The belief is that if you make a wish and then colour the left eye that your wish will come true. On the wish becoming true you then colour in the right eye.

The local director of education Kazumasa Suzuki advised they would be very interested in an exchange student program going forward.

Moved: Jason Goode

Seconded: Helen Speirs

MEETING CLOSED: 5:27pm

Special Note:

Shontayne has had it confirmed, post AGM, that Cr Graham Sinclair is in fact the Council delegate for this committee, with Mayor Rick Firman as alternate delegate.

Cr Sinclair is noted as an apology for the November AGM.

20.17 TEMORA SHIRE SISTER CITY MINUTES HELD 19 NOVEMBER 2024

File Number: REP24/1111

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Sister City November 2024 [↓](#) 



SISTER CITY COMMITTEE



Minutes of the Meeting held at The Temora Art Centre on 19th November 2024, commencing at 5:30pm

Present: Jason Goode, Shontayne Ward, Jeff Cornford, Peter Speirs, Helen Speirs, Fabio Giacomini, Anne Giacomini and Jeremy Kruckle.

	<u>Item</u>	<u>Resolution/Notes</u>	<u>Mover</u>	<u>Second</u>
1.	Apologies: Robert Brabin, Judy Gorton	That the apologies received be accepted. Carried.	Jason Goode	Shontayne Ward
2.	Adoption of previous minutes	That the minutes of the meeting of the Temora Shire council Sister City Committee held 18 th June 2024 be adopted. Carried.	Jason Goode	Shontayne Ward
3.	Business Arising	NIL		
4.	Correspondence-inward & outward	<u>IN</u> 1. CLAIRE Newsletter 2. Email from Robert and Judy sending apologies for the November meeting and AGM. Noting, they are happy to help with the Committee going forward. <u>OUT</u> 1. Notice of July/August meeting/AGM being postponed. 2. Notice of November meeting and AGM, including agendas and minutes.		
5.	Business Items to be discussed	(i) Temora Shire Councillor Delegate It was discussed and noted that there will be no Temora Shire Councillor delegate for the Sister City Committee for this current term. (ii) Izumizaki Sister City Visit Jason and Jeff shared their experiences from their visit to Izumizaki Village. It is noted that the Director of Education would like to organise an exchange in		

The meeting recessed at 5:04pm



SISTER CITY COMMITTEE



The meeting resumed at 6:08pm

TEMORA
NEW RIVERINA

		2025 and restart the exchange program with Temora. Jason has asked that Mayor Rick Firman write a letter of thanks to the Mayor Yannai Sen of Izumizaki Council for their generous hospitality and sending an invitation for an exchange in 2025. Jason as advised he is happy to work on a draft of this letter. Shontayne will work with internal Council staff to start this process.		
6.	General Business	NIL		
7.	Meeting Closed	5:37pm		
8.	Date of next meeting	TBC		

Special Note:

Shontayne has had it confirmed, post meeting and AGM, that Cr Graham Sinclair is in fact the Council delegate for this committee, with Mayor Rick Firman as alternate delegate.

Cr Sinclair is noted as an apology for the November meeting and AGM.

21 CONFIDENTIAL REPORTS**RESOLUTION 206/2024**

Moved: Cr Graham Sinclair

Seconded: Cr Ken Smith

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 6:08 pm:

21.1 Confidential Minutes of the Assets & Operations Committee Meeting held on 10 December 2024

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

RESOLUTION 183/2024

MOVED: Cr Narelle Djukic

SECONDED: Cr Graham Sinclair

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

RESULTION 184/2024

MOVED: Cr Graham Sinclair

SECONDED: Cr Belinda Bushell

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

CARRIED

RESOLUTION 207/2024

Moved: Cr Ken Smith

Seconded: Cr Graham Sinclair

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

CARRIED

22 MEETING CLOSE

The Meeting closed at 6:13pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 16 January 2025.

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GENERAL MANAGER

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CHAIRMAN