



**Date:** Thursday, 16 January 2025  
**Time:** 4:03 PM  
**Location:** 105 Loftus Street  
TEMORA NSW 2666

# **MINUTES**

## **Ordinary Council Meeting**

**16 January 2025**

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**MINUTES OF TEMORA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666  
ON THURSDAY, 16 JANUARY 2025 AT 4:03 PM**

**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) (arrived 4:04pm), Mr Kris Dunstan (Director of Environmental Services), Ms Melissa Boxall (General Manager), Mr Craig Sinclair (Acting Director Administration and Finance), Mrs Anne Rands (Executive Assistant), Ms Grace Mannion (Secretary Environmental/Engineering Departments)  
Media Officer – Lauren Carr  
Temora Independent – Camillo Malacari

**1 OPEN AND WELCOME**

Public Forum – Ms Louise Grant, Principal St Anne’s Catholic College - Introduction.

**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.

Executive Manager Engineering Services Rob Fisher arrived 4:04pm.

**2 ACKNOWLEDGEMENT OF COUNTRY**

**3 APOLOGIES**

**RESOLUTION 1/2025**

Moved: Cr Ken Smith

Seconded: Cr Nigel Judd

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

**CARRIED**

**4 OPENING PRAYER**

The opening prayer was conducted by Mayor Rick Firman.

**5 CONFIRMATION OF MINUTES****RESOLUTION 2/2025**

Moved: Cr Graham Sinclair

Seconded: Cr Ken Smith

That the minutes of the Ordinary Council Meeting held on 19 December 2024 be confirmed, noting in the Local Traffic Committee minutes of 10 December 2024 that it listed Julie-Anne Coomer who was not in attendance.

**CARRIED**

**6 DISCLOSURES OF INTEREST**

Councillor/Officer	Item	Nature of Interest	How Managed
Mr Kris Dunstan	REP24/1105	Pecuniary interest	Left meeting
Ms Grace Mannion	REP24/1105	Pecuniary interest	Left meeting

**7 MAYORAL MINUTES**

Nil

**8 REPORTS FROM COMMITTEES**

Nil

**9 DELEGATES REPORTS**

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

<b>Councillor</b>	<b>Name of Meeting/Function</b>	<b>Date Attended</b>
Cr Graham Sinclair	Australia Day Committee Events all organised with Aria Park commencing at 8:00am and 8:30am in Temora at Gloucester Park	6 January 2025
Cr Brenton Hawken	Temora Trotting Club Pacers Cup Guest judge for Fashions on the Field	11 January 2025
Cr Nigel Judd	Aria Park Central School Presentation Night	16 December 2024
	Aria Park Community Christmas Tree	18 December 2024
	Temora Shire Council Staff Christmas Party	20 December 2024
	Aria Park Advisory Committee	14 January 2025

**10 MAYORAL REPORT****10.1 MAYOR'S REPORT - DECEMBER 2024**

**File Number:** REP25/1  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**REPORT**

**2<sup>nd</sup> December** – I chaired a meeting of the Temora Local Health Advisory Council, held at the Temora & District Hospital. This is our final meeting for 2024.

- I had a meeting with the General Manager (Ms M K Boxall), Executive Manager of Engineering (Mr R N Fisher) and Town Planner (Mrs Claire Golder).
- I had a teleconference with the NSW Governor, Her Excellency, The Hon Maragret Beazley AC KC. This is in relation the NSW Country Mayors Association (CMA).
- Our new Chief Executive Officer for Riverina Eastern Regional Organisation of Councils (REROC) – Mrs Megan Mulrooney formally commenced in the role. The board and I know Mrs Mulrooney will do an outstanding job for the Riverina region. A formal dinner to farewell our long-serving former CEO (Mrs Julie Briggs) will be held on 12/12/2024 in Wagga.

**3<sup>rd</sup> December** – I had a teleconference with the Senior Advisor to former Prime Minister, the Hon Tony Abbott AC. This is re: CMA.

- I had a teleconference with the CEO of REROC (Mrs Mulrooney).
- I had teleconference with the State Member for Cootamundra (Ms S A Cooke MP), NSW Premier's Office (Diary Manager), NSW Regional Transport & Roads Minister's Office (The Hon Jenny Aitchison MP), NSW

**4<sup>th</sup> December** – I attended Council offices.

**5<sup>th</sup> December** – I extended a welcome to the Riverina Tourism Officers Forum, held at the Temora Aviation Museum.

- I attended the Temora & District Community Radio Station to record the Mayor's Christmas Message.
- I chaired a meeting of the Temora Shire Australia Day Council (in unavoidable absence of our Chairman, Deputy Mayor, Cr G P Sinclair).

**6<sup>th</sup> December** – I had a meeting with the General Manager (Ms Boxall).

- I had a teleconference with the Premier of NSW Diary Manager.
- I had a meeting with the General Manager (Ms Boxall).
- I had a meeting with Federal Member for Riverina, the Hon Michael McCormack MP.

**8<sup>th</sup> December** – Cr Ken Smith officially opened the NSW State Gilding Championships, held at Temora Aerodrome.

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

**9<sup>th</sup> December** – I attended a meeting with the Chairman of the Temora Christian Leaders Group (Aux Lt Caleb Smith), The Rev'd Nathan Manwaring and Mrs Carla Bailey (Executive Director of Operations at Murrumbidgee Local Health District).

**10<sup>th</sup> December** – I had a meeting with Federal Member for Riverina, the Hon Michael McCormack MP.

- Councillors, Senior Staff and I attended Council Committee Day.
- Councillors, Senior Staff and I attended our Christmas drinks. A special thank you to Executive Assistant (Mrs Anne Rands) for once again arranging a tremendous spread.

**11<sup>th</sup> December** – I chaired a meeting of the Temora & District Education Fund Board. This was for the board to consider the recommendation of the Interview Panel. I'm delighted to advise the board approved \$48,000 to 40 Temora Shire young people. We're extremely proud of what the TDEF does and to all those who contribute in any way to its success.

**12<sup>th</sup> December** – The General Manager (Ms Boxall) and I were among those who attended the special farewell dinner for our retiring REROC Chief Executive, Mrs Julie Briggs. This was held in Wagga, with Mayors, General Managers, former Chairmen and Staff of the REROC Board. The Riverina region can never repay all Mrs Briggs has done for us.

**13<sup>th</sup> December** – I chaired the last meeting of the REROC Board for 2024. We've had a big year and achieved a great deal together. We look forward to working with our new CEO, Mrs Megan Mulrooney and Staff in 2025.

- The Deputy Mayor (Cr Sinclair) & Cr N A Judd OAM represented Temora Shire Council at the Temora Golf Club for the official opening of their upgraded amenities. Member for Cootamundra, Ms Steph Cooke MP was also in attendance. Congratulations to President, Mr Barry Flakelar and all at the Temora Golf Club, on their impressive achievements.

**14<sup>th</sup> December** – I was among the large crowd who attended the annual 'Christmas Carols in the Park', held in our picturesque Gloucester Park. A dear family friend of ours came with me in Mrs Barbara Reid. I was invited to address the crowd, which I'm honoured to have done at such a special time of the year. It warms one's heart to see our shire community come together.

**16<sup>th</sup> December** – The General Manager (Ms Boxall) represented Council at the Temora Public School's Awards Presentation Ceremony.

- I had a meeting with the General Manager (Ms Boxall).
- Cr N A Judd OAM represented Temora Shire at the Arah Park Central School Presentation Ceremony.

**17<sup>th</sup> December** – I had teleconferences with Premier Minns Diary Manager.

- I had a meeting with the Deputy Chairman of the NSW Country Mayors Association (Mayor Russell Fitzpatrick – Bega Valley).
- The General Manager (Ms Boxall) attended the Presentation Ceremony at Temora High School.
- I had a meeting with NSW Shadow Police Minister, the Hon Paul Toole MP.

**18<sup>th</sup> December** – The General Manager (Ms Boxall) and I had a meeting with the NSW Premier (The Hon Chris Minns MP), in his Martin Place Office. This was in our capacity as Secretary and Chairman respectively of NSW Country Mayors Association. The Premier was most grateful with



his time and has a warm and genuine regard for rural communities. We've vowed to work together, to the best of our ability.

- The General Manager (Ms Boxall) and I had a meeting with NSW Minister for Regional Transport & Roads (The Hon Jenny Aitchison MP). This was again in our capacities with CMA and also, a separate meeting for our Temora Shire issues.
- The General Manager and I attended a meeting with former Local Government NSW and Australian Local Government President, Ms Linda Scott.
- Cr Narelle Djukic represented myself and Council at the St Anne's Catholic College Presentation Day.
- Cr Mahon represented myself and Council at the Temora West Public School Presentation ceremony.

**19<sup>th</sup> December** – Councillors, Senior Staff and I attended our final Council meeting for 2024. It was an extra special occasion for me as the Deputy Mayor (Cr Sinclair), Cr Judd and General Manager (Ms Boxall) presented me with a 20 Year Service Medal, on behalf of Local Government NSW.

I warmly extend my appreciation to Councillors and our Staff for the commitment and dedication shown to our Temora Shire Citizens. We look forward to a bigger and better 2025!

**20<sup>th</sup> December** – I had teleconferences with the Mayors of Bland, Tamworth, Dubbo, Cootamundra-Gundagai & Lockhart.

- I had a meeting with our CEO of REROC (Mrs Mulrooney).
- The Deputy Mayor (Cr Sinclair) and Cr Judd attended the staff christmas luncheon. A warm thank you to each and every staff member of Temora Shire Council. They are valued and appreciated more than they can ever really know.

**23<sup>rd</sup> December** – I had a meeting with the retiring President of LGNSW, Cr Darriea Turley AM. Cr Turley is now unable to be President of LGNSW, due to Broken Hill City withdrawing as Members of LGNSW. Cr Turley officially retires tomorrow after serving three terms, with distinction. Temora Shire wishes Cr Turley all the very best for her future, and warmly thanks her for her exceptional service. LGNSW Rural & Regional President, Mayor Phyllis Miller OAM (Forbes Shire) will formally take over the reins as from Christmas Eve.

**24<sup>th</sup> December (Christmas Eve)** – I had a meeting with the new President of LGNSW, Mayor Phyllis Miller OAM (Forbes Shire), extending the warm congratulations of Temora Shire, the REROC and NSW Country Mayors Association (CMA) Members. Mayor Miller also sits on the CMA Executive, among various other roles within the local government sector.

**25<sup>th</sup> December** – My sister (Miss Jaime Firman) and I attended the Christmas Day Holy Communion Service at St Paul's Anglican Church.

- My Aunt (Ms Annie Walker) and I visited residents and staff at both Greenstone & Narraburra Lodges. This is a Christmas Day tradition and is very special for all involved. A special thank you to dedicated and caring staff members – they do a tremendous job!
- Temora Local Health Advisory Council Secretary (Miss Louise Oliver) and I did our Christmas Day visit to patients & staff at Temora & District Hospital. Thank you to all Temora & District Hospital staff – they too are very special to the Shire community.

**27<sup>th</sup> December** – I had a meeting with State Member for Cootamundra, Ms Steph Cooke MP.

**28<sup>th</sup> December** – I had a meeting with Federal Member for Riverina, the Hon M F McCormack MP.

**30<sup>th</sup> December** - I attended a Cootamundra State Electorate Council Executive Luncheon with NSW Member for Cootamundra, Ms Steph Cooke MP. This was held in Temora, with Temora Shire citizen, Mrs Jan Wriath (as Secretary) also in attendance.

**31<sup>st</sup> December** – I warmly thank Councillors, the General Manager (Ms Boxall), all our staff and every citizen of Temora Shire – for their contributions in making Temora Shire strong and true over 2024. I know 2025 will be bigger and better for us all, with good health and much happiness prevailing.

#### **RESOLUTION 3/2025**

Moved: Cr Belinda Bushell

Seconded: Cr Brenton Hawken

It was resolved that the Mayor's report be noted.

**CARRIED**

***Report by Mayor Rick Firman***

**11 STAFF REPORTS**

**RESOLUTION 4/2025**

Moved: Cr Belinda Bushell

Seconded: Cr Narelle Djukic

It was resolved that Council receive Staff reports.

**CARRIED**

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

**File Number:** REP24/1239  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** Nil

**JANUARY 2025**

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

**FEBRUARY 2025**

6 Community Consultation Aria Park Improved Sewerage Service Options Meeting  
Aria Park Hall Supper Room – 6:00pm  
11 Committee Meetings  
14 Councillor and Senior Staff Integrated Planning & Reporting (IP&R) Workshop  
18 Community Strategic Plan (CSP) Community Consultation, Temora Memorial  
Town Hall - 6.00pm  
19 Community Strategic Plan (CSP) Community Consultation, Temora Memorial  
Town Hall - 9.30am  
20 Council Meeting  
28 REROC Meeting - Wagga

**MARCH 2025**

11 Committee Meetings  
20 Council Meeting  
26 REROC – Take Charge  
28 NSW Country Mayors Association – NSW Parliament House Sydney

**RESOLUTION 5/2025**

Moved: Cr Graham Sinclair  
Seconded: Cr Nigel Judd

It was resolved that the Calendar of Events be noted.

**CARRIED**

## 12.2 DELEGATIONS TO GENERAL MANAGER

**File Number:** REP24/940

**Author:** General Manager

**Authoriser:** General Manager

**Attachments:** 1. Delegations - General Manager [↓](#) 

### REPORT

The purpose of this report is for Council to review and endorse the Delegations (at Attachment 1) for the General Manager for the term of the current Council.

Section 380 of the Local Government Act 1993 (the Act) requires Council to review the delegations during the first 12 months of each term of office. This provides clear direction to the Council and the General Manager in regard to the functions and powers of delegation authorised in accordance with the legislation. The delegations to the General Manager were previously endorsed by Council in September 2022.

### Section 377 – Matters which cannot be delegated

Section 377 of the Act provides the matters which CANNOT be delegated to the Mayor, General Manager or any other body:

*(1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following—*

- (a) the appointment of a general manager,*
- (b) the making of a rate,*
- (c) a determination under section 549 as to the levying of a rate,*
- (d) the making of a charge,*
- (e) the fixing of a fee,*
- (f) the borrowing of money,*
- (g) the voting of money for expenditure on its works, services or operations,*
- (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),*
- (i) the acceptance of tenders to provide services currently provided by members of staff of the council,*
- (j) the adoption of an operational plan under section 405,*
- (k) the adoption of a financial statement included in an annual financial report,*
- (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,*
- (m) the fixing of an amount or rate for the carrying out by the council of work on private land,*
- (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,*

(o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the [Environmental Planning and Assessment Act 1979](#),

(p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,

(q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,

(r) a decision under section 234 to grant leave of absence to the holder of a civic office,

(s) the making of an application, or the giving of a notice, to the Governor or Minister,

(t) this power of delegation,

(u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.

(1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if—

(a) the financial assistance is part of a specified program, and

(b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and

(c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and

(d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.

(2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.

### **Role of the General Manager**

The statutory role of the General Manager as defined in Section 335 of the Act is as follows:

(a) to conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council,

(b) to implement, without undue delay, lawful decisions of the council,

(c) to advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council,

(d) to advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council,

(e) to prepare, in consultation with the mayor and the governing body, the council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report,

(f) to ensure that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions,

- (g) to exercise any of the functions of the council that are delegated by the council to the general manager,*
- (h) to appoint staff in accordance with the organisation structure determined under this Chapter and the resources approved by the council,*
- (i) to direct and dismiss staff,*
- (j) to implement the council's workforce management strategy,*
- (k) any other functions that are conferred or imposed on the general manager by or under this or any other Act.*

Section 378 of the Act then provides the power to the General Manager to:

- (1) The general manager may delegate any of the functions of the general manager, other than this power of delegation.
- (2) The general manager may sub-delegate a function delegated to the general manager by the council to any person or body (including another employee of the council).
- (3) Subsection (2) extends to a function sub-delegated to the general manager by the council under section 377(2)

The Delegations for the General Manager detailed in the attached report are consistent with the statutory requirements of the role.

#### **RESOLUTION 6/2025**

Moved: Cr Belinda Bushell  
Seconded: Cr Graham Sinclair

It was resolved that the Delegations for the General Manager detailed in the attached report be endorsed by Council.

**CARRIED**

***Report by Melissa Boxall***



# Delegations to the General Manager

As at 28 November 2024



## Power of Delegation

In accordance with section 377 of the *Local Government Act 1993* Council, by resolution, delegates its powers, authorities, duties and functions to the General Manager.

The General Manager, and in the absence of the General Manager the Acting General Manager for the period of the General Manager's absence, is delegated authority under Section 377 of the Act, to exercise and/or perform on behalf of Council the powers, authorities, duties and functions of the Council, subject to the following:

1. The General Manager is restrained from carrying out any of those functions of Council excluded from delegation by operation of Section 377(1) of the Act;
2. The delegated power, authority, duty or function must be performed in accordance with Council Policy and any resolution of Council;
3. The delegated power, authority, duty or function must be performed in accordance with the Law;
4. If a power, authority, duty or function is conferred or imposed on an employee of Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the General Manager;
5. The General Manager must not commit the Council to expenditure or financial exposure unless with prior approval of a Council resolution or in accordance with an approved Operational Plan; and
6. The General Manager is entitled to carry out any functions delegated to the Council by the Departmental Chief Executive or the Minister, subject to any express limitations imposed by the Departmental Chief Executive or Minister.
7. The General Manager is empowered to delegate powers, authorities, duties and functions to Council staff.

*General Manager*

Code	Name & Description	Legislation	Date Of Delegation
DEG001	<p><b>Obtain Quotations and Authorise Purchase Orders</b></p> <p>To obtain quotations and to authorise the purchase of, and issue official orders for goods, works and services required for the functioning of the Council and to incur expenditure for such goods, works and services (excluding that for the purchase of major items or works, plant, and/or motor vehicles) provided that and subject to:</p> <p>a) due provision has been made in the approved Budget for the incurring of such expenditure; or</p> <p>b) the incurring of such expenditure is otherwise authorised as per Council's policy. This delegation does NOT permit the delegate to:</p> <p>(c) accept tenders which are required by the Local Government Act 1993 to be invited by Council; or</p> <p>(d) execute or sign any Contracts, Deeds or Agreements that create a legally binding commitment upon Council (as separately delegated pursuant to DEG058)</p>	Local Government Act 1993	29/10/2024
DEG002	<p><b>Award or decline Tenders to a Value of \$250,000 in accordance with Section 377(1)(i) of the Local Government Act 1993</b></p> <p>Award or decline Tenders to a Value of \$250,000 in accordance with Section 377(1)(i) of the Local Government Act 1993</p>	Local Government Act 1993 Section 377(1)(i)	29/10/2024
DEG003	<p><b>Authorise Payment of Salaries and Wages</b></p> <p>To authorise the payment of salaries and wages subject to two signatories for each authorisation.</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG004	<p><b>Sign and Countersign Electronic Funds Transfers (EFT), Direct Debits and Cheques drawn on Council's Bank Account</b></p> <p>Sign and Countersign Electronic Funds Transfers (EFT), Direct Debits and Cheques drawn on Council's Bank Account</p>		29/10/2024
DEG005	<p><b>Approve Payment to Contractors and Creditors</b></p> <p>Approve Payment to Contractors and Creditors including the release of any retention money, bank guarantee or bond held by Council as security.</p>		29/10/2024
DEG006	<p><b>Check and Certify the Annual Statutory Accounts</b></p> <p>Check and Certify the Annual Statutory Accounts</p>		29/10/2024
DEG007	<p><b>Authorise Expenditure for Urgent Works outside Budget Approved by Council</b></p> <p>To authorise expenditure outside the budget approved by Council in order to undertake urgent works to reduce or eliminate a significant health or safety hazard.</p>		29/10/2024
DEG009	<p><b>Negotiate Council's Overdraft Limit</b></p> <p>Negotiate Council's Overdraft Limit</p>		29/10/2024
DEG010	<p><b>Sell or Dispose of Old Materials, Spoilt or Obsolete Equipment</b></p> <p>Sell or Dispose of Old Materials, Spoilt or Obsolete Equipment</p>		29/10/2024
DEG012	<p><b>Authorise the Issue of Accounts for Services provided by Council</b></p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	Authorise the Issue of Accounts for Services provided by Council		
DEG013	<p><b>Apply for Borrowings from Financial Institutions</b></p> <p>To apply for borrowings from financial institutions following a Resolution of Council in accordance with section 377(1)(f) of the Local Government Act 1993.</p>	Local Government Act 1993 section 377(1)(f)	29/10/2024
DEG014	<p><b>Engage Consultants to assist Council projects</b></p> <p>Engage Consultants to assist Council projects subject to compliance with the Local Government Act 1993 and the Law.</p>	Local Government Act 1993	29/10/2024
DEG015	<p><b>Arrange the Investment of Money not immediately required by Council</b></p> <p>Arrange the investment of money as per Council's Investments Policy that is not for the time being required by the Council for any other purpose. Any money may only be invested in a form of investment notified by order of the Minister and published in the Government Gazette.</p>	section 567	29/10/2024
DEG017	<p><b>Arrange for Payment by Instalment - Accounts Receivable</b></p> <p>To make arrangements with debtor for payment to be made by reasonable and satisfactory instalments.</p>		29/10/2024
DEG018	<p><b>Refund of Over-Payments</b></p> <p>To authorise the refund of all over-payments subject to appropriate certification.</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG019	<p><b>Authorise the Refund of Application Fees</b>                      To authorise the refund of all or part of the fees paid for:                      (a) applications under the Environmental Planning and Assessment Act 1979, including development applications, complying development certificate applications, and building information certificate applications; and                      (b) applications under Part 1 of Chapter 7 of the Local Government Act 1993; where the application is either not to proceed, or is withdrawn subsequent to assessment.                      Note: Delegate authorising refund officer is not to be the officer recommending refund.</p>		29/10/2024
DEG020	<p><b>Grant Rebate of Rates</b>                      To grant rebates of rates to qualified rateable persons in accordance with the provisions of the Local Government Act 1993.</p>	Local Government Act 1993	29/10/2024
DEG021	<p><b>Approve Credit Notes</b>                      To Approve Credit Notes</p>		29/10/2024
DEG022	<p><b>Refund Trust Fund Deposits</b>                      To refund trust fund deposits upon appropriate certification and recommendation.</p>		29/10/2024
DEG023	<p><b>Complete all Financial Certifications</b>                      To complete all financial certifications required by the Local Government Act 1993 and Local Government Act (General) Regulation 2021.</p>	Local Government Act 1993 and Local Government (General) Regulation 2021	29/10/2024
DEG026	<p><b>Recruitment</b></p>	Local Government Act 1993	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	<ul style="list-style-type: none"> <li>Approve or refuse the appointment, engagement, or promotion of staff, subject to compliance with section 337 of the Local Government Act 1993 for Senior Staff</li> <li>Approve or refuse the use of a recruitment consultant.</li> </ul>	section 337	
DEG027	<p><b>Approve or Refuse Payment of Allowances and Employment Entitlements and Benefits</b></p> <p>Approve or refuse payment of allowances and employment entitlements and benefits in accordance with the Local Government (State) Award 2023 and applicable employment contracts.</p>	Local Government (State) Award 2023	29/10/2024
DEG028	<p><b>Approve Salary Step Progressions for Staff</b></p> <p>Approve salary step progression for staff in accordance with the Agreement and Council's Reward and Recognition Framework Policy and the Local Government (State) Award 2023</p>	Local Government (State) Award 2023	29/10/2024
DEG030	<p><b>Dismiss Employees</b></p> <p>To dismiss employees or consultants/contractors on such terms that the General Manager and/or CEO deems appropriate, provided that prior to the dismissal of senior staff the General Manager and/or CEO consults with Council in accordance with section 337 of the Local Government Act 1993.</p>	Local Government Act 1993 section 337	29/10/2024
DEG031	<p><b>Approve or Refuse Career Enhancement Support</b></p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG032	<p>Approve or refuse education assistance to staff in accordance with Council's Career Enhancement Procedure.</p> <p><b>Approve or Refuse Flexible Work Arrangements</b></p> <p>Approve or refuse flexible work arrangements for staff in accordance with Council's Policies.</p>		29/10/2024
DEG033	<p><b>Approve a Report of Injury to Council's Workers Compensation Insurer</b></p> <p>Approve a Report of Injury to Council's Workers Compensation Insurer</p>		29/10/2024
DEG034	<p><b>Approve Leave</b></p> <p>Approve or refuse leave having due regard to the proper functioning of the Council and maintenance of appropriate levels of service to the public and compliance with Council's Policies including:</p> <ul style="list-style-type: none"> <li>(a) Long service (all types);</li> <li>(b) Annual;</li> <li>(c) Sick (Full Pay);</li> <li>(d) Carers;</li> <li>(e) Bereavement;</li> <li>(f) Jury service;</li> <li>(g) Trade union training leave;</li> <li>(h) Union conference leave;</li> <li>(i) Parental/maternity leave;</li> <li>(j) Emergency services (up to 5 days per calendar year);</li> <li>(k) Defence Force Reserve;</li> <li>(l) Study leave (if education assistance already approved);</li> <li>(m) Leave without pay;</li> </ul>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG035	<p>(n) Concurrent parental leave;            (o) Purchased annual leave;            (p) Approved leave of absence;            (q) Sick (Half Pay);            (r) Health and Wellbeing leave; and            (s) Special leave</p> <p><b>Approve Professional Development</b>            Approve attendance at professional development programs and reasonable out of pocket expenses, with pay in the following cases:            (a) Position related training resulting from skill set assessments or skills development            (b) Position related training for trainees and apprentices            (c) Specialist technical/skill related training, for example, First Aid, Forklift            (d) Conferences and seminars            (e) Corporate/organisational programs            (f) Professional development where staff are full members of a relevant professional body and are required to maintain a number of PD hours per annum            (g) Field days/Trade events where it is considered relevant to Council operations            (h) Executive or professional board meetings.</p>		29/10/2024
DEG036	<p><b>Approve Travelling and Subsistence Expenses</b>            (a) To approve or refuse the payment of domestic travel and subsistence expenses to staff in accordance with Council's Policies.            (b) To approve or refuse the payment of international travel and subsistence expenses to staff in accordance with Council's Policies.</p>		29/10/2024



Code	Name & Description	Legislation	Date Of Delegation
DEG037	<p>(c) To approve or refuse overseas travel where it relates to training, operational or professional activities.</p> <p><b>Approve Claims for the Loss of Personal Property - Staff</b></p> <p>To approve or refuse claims for the loss of personal property provided that such property was required for the normal performance of the staff member's duties in terms of Council's policy and practice and the personal property was lost or destroyed in the course of employment through no fault or negligence of the employee.</p>		29/10/2024
DEG038	<p><b>Approve Employment Outside of Council</b></p> <p>To approve or refuse staff to engage, for remuneration, in private employment or contract work outside of the Council.</p>		29/10/2024
DEG039	<p><b>Authorise Personal Use of Council Equipment by Staff</b></p> <p>To determine any requests for personal use of Council equipment for the undertaking of any work, and to determine in consultation with the relevant executive officer appropriate rental/hire charges for such use.</p>		29/10/2024
DEG040	<p><b>Refuse, Approve or Conditionally Approve the Use of Intellectual Property Created in the Course of Employment with Council</b></p> <p>To refuse, approve or conditionally approve any request by an existing or previous employee of Council for the non-exclusive use of intellectual property of the Council created by the employee</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	during the course of their employment with Council, providing there is no monetary or commercial benefit to the employee.		
DEG041	<p><b>Approve Variations to Industrial Instruments for Leave, Allowances or Conditions of Employment for not less than conditions in the Local Government (State) Award 2023</b></p> <p>Approve variations to the relevant industrial agreements for leave, allowances or conditions of employment for staff employed under the Local Government (State) Award 2023 in accordance with the relevant industrial relations legislation.</p>	Local Government (State) Award 2023	29/10/2024
DEG042	<p><b>Approve Council Employment Agreements in accordance with the Local Government (State) Award 2023</b></p> <p>Approve Council Employment Agreements in accordance with the Local Government (State) Award 2023</p>	Local Government (State) Award 2023	29/10/2024
DEG043	<p><b>Approve or Refuse a Standard Appointment Recruitment Process</b></p> <p>Approve the appointment, engagement, or promotion of staff in accordance with Council's Policies.</p>		29/10/2024
DEG045	<p><b>Approve the Reclassification of Staff</b></p> <p>To reclassify all staff in accordance with Council's Reward and Recognition Framework or equivalent policies.</p>		29/10/2024
DEG046	<p><b>Approve Job Status Change/Higher Grade Salary for Short Term</b></p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	Approve job status change/higher grade pay in short term acting situations in accordance with Council's Policies.		
DEG047	<b>Approve Overtime Payments</b> Approve or refuse the payment of overtime in accordance with the Local Government (State) Award 2023.	Local Government (State) Award 2023	29/10/2024
DEG048	<b>Deal with Industrial Disputes</b> To deal with industrial disputes within the terms of existing Industrial Instruments.		29/10/2024
DEG049	<b>Hear Appeals by Employees regarding Employee Relations Issues</b> To hear appeals by employees against decisions of other employees, in accordance with Council's Employee Grievance Procedure or similar policies.		29/10/2024
DEG050	<b>Employ Staff to fill Short Term Casual Vacancies</b> Employ Staff to fill Short Term Casual Vacancies		29/10/2024
DEG051	<b>Provide a Reference to a Potential Employer</b> To provide a reference to a potential employer with the consent of a current or former employee: (a) Verbal references can be provided to a potential employer. (b) Written references on Council letterhead can only be provided by the General Manager and/or CEO and Directors. Without the consent of a current or former employee the only information that can be		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG052	<p>provided to a potential employer, is confirmation that the person has worked for Council, the duration of that work and the position occupied during that time.</p> <p><b>Authorise and Co-authorise Tax File Number (TFN) Declaration Forms</b>            Authorise and Co-authorise Tax File Number (TFN) Declaration Forms</p>		29/10/2024
DEG053	<p><b>Make or Authorise Public and Media Statements involving Council in line with Council's Media Policy</b>            (a) To make or authorise public statements            (b) Issue media releases on matters involving the Council.</p>		29/10/2024
DEG056	<p><b>Reply to and Sign all Routine Correspondence and Other Forms</b>            (a) To reply to all routine correspondence that does not require the prior consideration of Council.            (b) To exercise discretion in regard to referring correspondence to various Council officers for attention.</p>		29/10/2024
DEG058	<p><b>Sign Contracts, Deeds and Agreements (including the termination of such documents) that do not require the Council Seal</b>            To sign Contracts, Deeds and Agreements, including Memorandums of Understanding (including the termination of such documents), that do not require the Council Seal.</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	Please Note: this delegation does not limit the power or function of Council officers under DEG001 to process operational purchase orders.		
DEG059	<p><b>Sign Funding Applications once approved by Council</b></p> <p>Sign Funding Applications once approved by Council</p>		29/10/2024
DEG060	<p><b>Negotiate and Enter into Leases, Licences, Memorandums of Understanding and other Legal Transactions</b></p> <p>Authority to negotiate and enter into any form of Lease, Licence, Memorandum of Understanding or other transaction for use of land or assets, subject to compliance with the Local Government Act 1993, and subject to the General Manager and/or CEO making reasonable enquiries into the appropriate payments to be made to Council and consulting with Council's solicitor to determine the appropriate format of the legal agreement.</p>	Local Government Act 1993	29/10/2024
DEG062	<p><b>Act as Council's Public Officer</b></p> <p>To act as the Public Officer in relation to functions contained within section 343 of the Local Government Act 1993.</p>	Local Government Act 1993 section 343	29/10/2024
DEG063	<p><b>Approve the Destruction of Corporate Documentation</b></p> <p>Authority to approve the destruction of corporate documentation or the transfer of corporate documentation to State Records in accordance</p>	State Records Act 1998	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG064	<p>with Council's Records Disposal Schedule and the State Records Act 1998.</p> <p><b>Manage the Renewal and Maintenance of Domain Names and IP Addresses</b></p> <p>Manage the Renewal and Maintenance of Domain Names and IP Addresses</p>		29/10/2024
DEG065	<p><b>Manage the renewal and maintenance of Australian Communications and Media Authority radio transmission licences</b></p> <p>Manage the renewal and maintenance of Australian Communications and Media Authority radio transmission licences as they apply to Council and in accordance with the Radiocommunications Act 1992 (Cth), and Administer the provisions and functions as they apply to Council and in accordance with the Radiocommunications Act 1992.</p>	Radiocommunications Act 1992 (Cth)	29/10/2024
DEG066	<p><b>Appoint Staff to Consultative Committee and Health and Safety Committee</b></p> <p>(a) Appoint management/employer representatives to the Staff Consultative Committee and the Health and Safety Committee</p> <p>(b) Consider and determine matters arising from the Staff Consultative Committee and the Health and Safety Committee.</p>		29/10/2024
DEG067	<p><b>Respond to and Liaise with the Minister and the Department</b></p> <p>To respond and liaise with the Minister and his/her representatives and the department in relation to</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG068	<p>correspondence, inquiries or requests for information.</p> <p><b>Determine Applications under the Government Information (Public Access) Act 2009</b></p> <p>Determine Applications under the Government Information (Public Access) Act 2009 (a) Proactive release of information;</p> <p>(b) Informal access to information;</p> <p>(c) To determine formal applications for access to Council information under the Government Information (Public Access) Act 2009.</p> <p>(d) Review formal applications.</p>	Government Information (Public Access) Act 2009	29/10/2024
DEG069	<p><b>Act as Code of Conduct Complaints Coordinator and Alternate Complaints Coordinator</b></p> <p>Act as Code of Conduct Complaints Coordinator and Alternate Complaints Coordinator</p>		29/10/2024
DEG071	<p><b>Receive and Investigate Privacy Complaints</b></p> <p>Receive and Investigate Privacy Complaints</p>		29/10/2024
DEG072	<p><b>Receive Complaints and Authorise Investigation under Child Protection Policy</b></p> <p>To receive complaints and authorise investigation under the Child Protection Policy and to determine the action to be taken by the appropriate officer in regard to any complaints or requests received.</p>		29/10/2024
DEG073	<p><b>Investigate Complaints about Staff under Child Protection Policy</b></p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG074	<p>Investigate Complaints about Staff under Child Protection Policy</p> <p><b>Investigate Complaints about Family Day Carers under Child Protection Policy</b></p> <p>Investigate Complaints about Family Day Carers under Child Protection Policy. Note: Carers are also known as Educators</p>		29/10/2024
DEG075	<p><b>Authorise Action on General Complaints about Staff from an Internal Source</b></p> <p>To authorise action to be taken by the appropriate officer in regard to any complaints or requests received, where the complaint is from an internal source.</p>		29/10/2024
DEG076	<p><b>Authorise Action on General Complaints about Staff from an External Source</b></p> <p>To authorise action to be taken by the appropriate officer in regard to any complaints or requests received, where the complaint is from an external source.</p>		29/10/2024
DEG077	<p><b>Installation, operation and retrieval of CCTV cameras and their footage</b></p> <p>(a) Approve the viewing and/or retrieval of stored CCTV footage;</p> <p>(b) Approve installation of new CCTV cameras;</p> <p>(c) Maintain the register of fixed CCTV camera locations.</p>		29/10/2024
DEG078	<p><b>Issue or Carry on Proceedings (including prosecutions)</b></p>		29/10/2024



Code	Name & Description	Legislation	Date Of Delegation
	To lay information, to initiate or carry on, to act on behalf of Council, and to negotiate on matters in issue between parties, in any proceedings in any Court or Tribunal, including but not limited to, the Local, District or Supreme Courts of any State or Territory, any Industrial Relations Commission or Court, and the Land and Environment Court.		
DEG079	<p><b>Instruct Solicitors and/or Counsel</b></p> <p>To instruct and engage Solicitors and Counsel on behalf of Council where considered necessary.</p>		29/10/2024
DEG080	<p><b>Withdrawal of penalties or proceedings</b></p> <p>To authorise the withdrawal of any penalty infringement notices, complaint or proceedings for the recovery of any penalty or in respect of any offence, nuisance, or any other matter in which the Council might be entitled to recover or seek any remedy under any Act or Regulation.</p>		29/10/2024
DEG081	<p><b>Authorise the Issue of On-the-Spot Penalty Notices</b></p> <p>To authorise the issue of 'on-the-spot' penalty infringement notices and to commence Court proceedings where necessary.</p>		29/10/2024
DEG082	<p><b>Determine the Fee for the Provision of Council Employees as Witnesses and Information in Court Cases</b></p> <p>To determine the fee to be charged for the provision of Council's employees as witnesses and/or the supplying of information for Court cases</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG083	<p>in accordance with Council's fees and charges adopted by Resolution of Council.</p> <p><b>Issue Notices of Intention to Issue Orders and Orders under the Local Government Act 1993</b></p> <p>Issue Notices of Intention to Issue Orders under section 124 and section 132 the Local Government Act 1993</p>	<p>Local Government Act 1993 section 124 and section 132, Section 124, Section 132</p>	29/10/2024
DEG084	<p><b>Issue Notices of Intention to Issue Orders and Orders under the Environmental Planning and Assessment Act 1979</b></p> <p>Issue Notices of Intention to Issue Orders and Development Control Orders under the Environmental Planning and Assessment Act 1979</p>	<p>Environmental Planning and Assessment Act 1979</p>	29/10/2024
DEG085	<p><b>Issue Prevention Notices, Clean up Notices or Prohibition Notices under the Protection of the Environment Operations Act 1997</b></p> <p>Issue Prevention Notices, Clean up Notices or Prohibition Notices under the Protection of the Environment Operations Act 1997</p>	<p>Protection of the Environment Operations Act 1997</p>	29/10/2024
DEG086	<p><b>Issue Notices of Intention, Notices and Declarations under the Companion Animals Act 1998</b></p> <p>Issue Notices of Intention, Notices and Declarations under the Companion Animals Act 1998</p>	<p>Companion Animals Act 1998</p>	29/10/2024
DEG087	<p><b>Issue Orders, Directions and Notices under the Roads Act 1993.</b></p>	<p>Roads Act 1993</p>	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG088	<p>Issue Orders, Directions and Notices under the Roads Act 1993.</p> <p><b>Determine Development Applications (including Section 4.55 and Modification Applications) and Complying Development Applications made under the Environmental Planning and Assessment Act 1979 and relevant Regulations</b></p> <p>To determine development applications (including applications made pursuant to Section 4.55 and Section 4.56 of the Environmental Planning and Assessment Act 1979, Complying Development Applications and Subdivision applications) that comply with relevant Acts and Regulations together with Council's LEP and DCP, any other relevant DCP and Council policies.</p>	<p>Environmental Planning and Assessment Act 1979</p> <p>Section 96 and Section 96AA</p>	29/10/2024
DEG089	<p><b>Approve Storm Water Drainage Works Connections that Revert to Council</b></p> <p>Where the Council has approved a subdivision/development subject to the construction of a storm water drainage works that revert to the care, control and management of Council by the applicant, to approve such works upon submission of all necessary plans and documentation.</p>		29/10/2024
DEG090	<p><b>Approve Storm Water Drainage Work Connections from Private Property to Council's Storm Water Systems</b></p> <p>To approve or refuse all connections from private property to Council's storm water systems where those works are for the sole benefit of the</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG091	<p>development and do not revert to the core control and management of the Council.</p> <p><b>Implement the Adopted Operational Plan and Four-Year Delivery Program</b></p> <p>To implement any work, service or action provided for in the adopted Delivery Program / Operational plan without further reference to Council except for:</p> <ul style="list-style-type: none"> <li>• the acceptance of tenders which are required under the Local Government Act 1993 to be invited by the Council, and</li> <li>• the determination of project priorities where lump sum funding for a program has been provided.</li> </ul>	Local Government Act 1993	29/10/2024
DEG092	<p><b>Engage Contractors for the Removal of Derelict Vehicles from Roads, Road Reserves and Public Places</b></p> <p>Authority to engage contractors to remove derelict vehicles from roads, road reserves and public places in accordance with the Public Spaces (Unattended Property) Act 2021 .</p>	Public Spaces (Unattended Property) Act 2021	29/10/2024
DEG093	<p><b>Approve Applications for Street Activities, Street Stalls and Issue Busking Permits</b></p> <ul style="list-style-type: none"> <li>• To approve applications for street stalls, button days, appeals but excluding door-knock appeals.</li> <li>• To approve applications for street stalls within the area in accordance with Council's policy and practice.</li> <li>• To issue busking permits subject to Council's policies and conditions.</li> </ul>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG094	<p><b>Approve Applications for Filming/Photographing in Parks, Reserves and Public Places</b></p> <p>To approve applications to film/photograph in Council's parks, reserves and public places subject to the conditions and fees determined by Council.</p>		29/10/2024
DEG095	<p><b>Approve the Casual Use of Council Parks and Properties</b></p> <p>To approve or refuse applications for the casual use of parks in accordance with policies and subject to approved fees (if any).</p>		29/10/2024
DEG096	<p><b>Enforce the Payment of Rates</b></p> <p>To issue notices under the Local Government Act 1993 Act for the recovery of rates.</p> <p>To approve alternative options for the collection of outstanding rates, including collection of rent in lieu of rates, issuing of proceedings, accepting exchange of land and such other alternatives available to Council under the Local Government Act 1993.</p>	Local Government Act 1993	29/10/2024
DEG097	<p><b>Authorise Amendments to the Rate Register</b></p> <p>Authority to:</p> <p>(a) amend the rate and valuation books/records where such amendment is necessary by reason of change of ownership, occupancy or address;</p> <p>(b) insert in the rate book the name of a rate or person whose land has not been valued because of an omission by the Valuer General in terms of the provisions of the Local Government Act 1993;</p> <p>(c) insert the name of any person who ought to</p>	Local Government Act 1993	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	<p>have been rated or who since the making of the rate has become liable to be rated;                      (d) strike out the name of any person who ought not to have been rated;                      (e) raise or reduce the sum of rates owing due to error;                      (f) include any land which ought to have been rated;                      (g) to write off accrued interest to a maximum of \$50.</p>		
DEG098	<p><b>Take Legal Action for the Recovery of Unpaid Rates and Charges and Unpaid Sundry Debtors</b>                      To take all necessary legal action at any time for the recovery of unpaid rates and charges and unpaid sundry debtors in accordance with the Local Government Act 1993</p>	Local Government Act 1993	29/10/2024
DEG099	<p><b>Issue Notices to require the Payment of Rent in lieu of Rates</b>                      To issue notices under the Local Government Act 1993 for the recovery of outstanding rates by requiring the payment of rent to Council in lieu of rates.</p>	Local Government Act 1993	29/10/2024
DEG100	<p><b>Resolve or Authorise Settlement of Liability Claims</b>                      To resolve claims on Council's behalf                      a) up to the excess on insurance policies                      b) above the level of the excess applicable to each insurance policy where an insurance claim is not made or an insurance claim is not accepted by the insurer, or                      c) there is no insurance in place.</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG101	<p><b>Authorise and Sign Notices to Quit to Tenants of Council Properties</b></p> <p>To authorise and sign notices to quit to tenants whose rent arrears exceed four weeks, or to take such alternative action necessary to manage tenants and recover outstanding rent or payments.</p>		29/10/2024
DEG102	<p><b>Approve or Refuse to grant Council's consent to a third party development application that may traverse or Impact upon Council Land</b></p> <p>Approve or Refuse to grant Council's consent to a third party development application that may traverse or Impact upon Council Land</p>		29/10/2024
DEG103	<p><b>Authorise the Maintenance and Repair of Council Properties</b></p> <p>To authorise repairs/maintenance of Council's buildings, equipment and plant within the limits approved in the annual budget.</p>		29/10/2024
DEG104	<p><b>Authorise Expenditure for Maintenance and Replacement of Council Motor Vehicles and Plant</b></p> <p>To requisition and authorise the expenditure of funds for the repair, maintenance and replacement of Council's plant, equipment and vehicles.</p>		29/10/2024
DEG105	<p><b>Let or Hire Council Plant and Equipment and Determine Plant and Equipment Hire Rates</b></p> <p>To let or hire any of the Council's public works, plant, machinery and equipment in accordance with rates determined by Council.</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG106	<p><b>Suspend or cancel the operation of an Alcohol-Free Zone in accordance with section 645 of the Local Government Act 1993.</b></p> <p>Suspend or cancel the operation of an Alcohol-Free Zone in accordance with section 645 of the Local Government Act 1993.</p>	Local Government Act 1993	29/10/2024
DEG107	<p><b>Authorise Contribution to Cost of Dividing Fences on Council Property</b></p> <p>Authority to contribute on behalf of Council half the cost of fencing a boundary common to land owned by Council or under the Council's care, control and management subject to two quotations being obtained and subject to compliance with the Dividing Fences Act 1991, where applicable.</p>	Dividing Fences Act 1991 Section 645	29/10/2024
DEG109	<p><b>Operate and Maintain Council's Waste Management Centre (Landfill) in accordance with all applicable legislative requirements</b></p> <p>Operate and Maintain Council's Waste Management Centre (Landfill) in accordance with all applicable legislative requirements</p>		29/10/2024
DEG110	<p><b>Operate and maintain Council's Cemetery/Crematorium in accordance with all applicable legislative requirements</b></p> <p>Operate and maintain Council's Cemetery/Crematorium in accordance with all applicable legislative requirements</p>		29/10/2024
DEG112	<p><b>Exercise the Powers of Council's Impounding Officer</b></p>		29/10/2024



Code	Name & Description	Legislation	Date Of Delegation
DEG113	<p>Exercise the Powers of Council's Impounding Officer</p> <p><b>Approve or refuse applications for pruning or removal of trees</b></p> <p>Approve or refuse an application for the clearing of native vegetation under the State Environmental Planning Policy (Biodiversity and Conservation) 2021, or an application under any other applicable Environmental Planning Instrument, to prune, top, lop or remove trees or vegetation either on the applicant's property or Council's property, subject to the payment of any required fee.</p>	<p>State Environmental Planning Policy (Biodiversity and Conservation) 2021</p>	<p>29/10/2024</p>
DEG114	<p><b>Issue General Infringement/Penalty Notices for parking offences under the Local Government Act 1993 or Road Transport Act 2013</b></p> <p>Issue General Infringement/Penalty Notices for parking offences under the Local Government Act 1993 or Road Transport Act 2013</p>	<p>Local Government Act 1993 or Road Transport Act 2013 Section 651 / Section 183</p>	<p>29/10/2024</p>
DEG115	<p><b>Authorise Withdrawal of Penalty Infringement - Leniency/Hardship or Technical Flaws</b></p> <p>To withdraw Penalty Infringement Notices, or Proceedings instituted by Council in reliance upon such a notice, where (excluding cases where the delegate was the originator or signatory to the Penalty Notice):</p> <ul style="list-style-type: none"> <li>(a) there is a technical flaw in the notice; or</li> <li>(b) following consideration of representations relating to Leniency, Hardship, or prospects of successful prosecution.</li> </ul>		<p>29/10/2024</p>
DEG116	<p><b>Approve Temporary Road Closures</b></p>		<p>29/10/2024</p>

Code	Name & Description	Legislation	Date Of Delegation
	<p>To approve temporary road closures where:</p> <ul style="list-style-type: none"> <li>• The temporary road closure is not more than two consecutive days.</li> <li>• Transport for NSW approves the Traffic Management Plan and grants a road occupancy licence (as required).</li> <li>• The NSW Police approve the closure.</li> <li>• The application complies with Council's Conditions of Closure.</li> </ul>		
DEG117	<p><b>Make Sign Adjustments</b></p> <p>To undertake the following sign adjustments:</p> <ul style="list-style-type: none"> <li>• Change existing parking restriction times to Council's standard times;</li> <li>• Move existing signs to a more visible location (for example, move a sign hidden behind a tree trunk);</li> <li>• Install "repeater"/additional signs (for example, where there are existing parking restrictions signs, install an additional sign in the middle to emphasise the restrictions).</li> <li>• Change old "No Standing" signs to "No Parking" signs as per the Australian Road Rules</li> </ul>		29/10/2024
DEG120	<p><b>Approve the Installation of Warning Signs</b></p> <p>To approve the installation of warning signs, where:</p> <ul style="list-style-type: none"> <li>• The definition of warning sign is as defined in the Australian Standard (AS1742.1-2021)</li> <li>• The proposed sign can be found in Section 3 Warning Signs of the Australian Standard (AS1742.1-2021)</li> <li>• The NSW Police agree with the installation.</li> </ul>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG121	<p><b>Approve or Refuse an Application for Signs across Driveways</b></p> <p>To approve or refuse an application for signs or line marking across a driveway, where the NSW Police agree with the approval or refusal.</p>		29/10/2024
DEG123	<p><b>Approve the Construction of Vehicular Crossings and Footpath Restorations</b></p> <p>To approve or refuse the construction of vehicular crossings and/or restoration works on Council land or over Council controlled road reserves.</p>		29/10/2024
DEG124	<p><b>Approve the Installation of Additional Street Lighting</b></p> <p>To approve the installation of additional street lighting facilities and associated charges.</p>		29/10/2024
DEG125	<p><b>Endorse/Sign Positive Covenants, Easements and Section 88B Instruments under the Conveyancing Act 1919</b></p> <ul style="list-style-type: none"> <li>• To approve and sign the grant or removal of a positive covenant or restriction contained in any positive covenant, easement and/or section 88B instrument under the Conveyancing Act 1919</li> <li>• To suspend the operation of any regulatory instrument in reliance upon section 3.16 of the Environmental Planning and Assessment Act 1979 and subject to any Council Policy and the Law.</li> </ul>	<p>Environmental Planning and Assessment Act 1979</p> <p>Section 3.16</p> <p>Conveyancing Act 1919</p> <p>Section 88B</p>	29/10/2024
DEG126	<p><b>Determine Public Notification of Applications</b></p> <p>To determine public notification of applications: (a) To determine whether an application should be exempted from notification in accordance with</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG129	<p>Council policy.</p> <p>(b) To determine such persons who own land or who reside in properties that may be detrimentally affected by the development and to ensure such persons are notified in accordance with Council's policy.</p> <p><b>Exercise Council's Power to Carry out Work on Private Land for an Amount fixed by Council</b></p> <p>To exercise Council's power to carry out work on private land, subject to the consent of the owner and/or a legal right for Council to carry out the works.</p>		29/10/2024
DEG130	<p><b>Authorise One-off Variations of Working Hours on Building Work Sites where the Matter is one of Public Safety</b></p> <p>To authorise a one-off variation to the restricted hours of building works where:</p> <p>(a) urgent building works to be carried out;</p> <p>(b) large cranes have to stand on streets;</p> <p>(c) the loading/unloading of materials and pouring of the concrete which would otherwise cause interference to traffic; and</p> <p>(d) the erection or removal of hoarding tower cranes, awnings and the like.</p>		29/10/2024
DEG133	<p><b>Manage the Council's Motor Vehicle Fleet</b></p> <p>To control Council's motor vehicle fleet in the following matters:</p> <p>(a) Authority to drive;</p> <p>(b) Private use of vehicles;</p> <p>(c) Council and user records;</p> <p>(d) Allocation of vehicles</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	(e) Alternative user procedures initial equipment including tyres, general maintenance and cleaning of cars.		
DEG134	<p><b>Issue of Permits, Certificates or Approvals</b></p> <p>To approve or refuse the issue of permits, certificates and approvals for activities that are required to be regulated under the provisions of the Local Government Act 1993 and the Environmental Planning and Assessment Act 1979 or related legislation; including, but not limited to:</p> <ul style="list-style-type: none"> <li>• Section 68 Approvals under the Local Government Act 1993;</li> <li>• all building information certificates, construction certificates, subdivision certificates, certificates of classifications and occupation certificates.</li> </ul>	Local Government Act 1993 Environmental Planning and Assessment Act 1979	29/10/2024
DEG135	<p><b>Determine Extensions of Development Consent</b></p> <p>To determine applications for extensions of time in regard to use or development consent in accordance with the provisions of the Environmental Planning and Assessment Act 1979 where the proposal generally complies with current planning controls.</p>	Environmental Planning and Assessment Act 1979	29/10/2024
DEG136	<p><b>Issue General Infringement/Penalty Notices relating to Local Government Act 1993</b></p> <p>Issue General Infringement/Penalty Notices relating to Local Government Act 1993</p>	Local Government Act 1993	29/10/2024
DEG137	<p><b>Issue General Infringement/Penalty Notices relating to Road Rules 2014</b></p>	Road Rules 2014	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG138	<p>Issue General Infringement/Penalty Notices relating to Road Rules 2014</p> <p><b>Issue General Infringement/Penalty Notices relating to Companion Animals Act 1998</b></p> <p>Issue General Infringement/Penalty Notices relating to Companion Animals Act 1998</p>	Companion Animals Act 1998	29/10/2024
DEG139	<p><b>Issue General Infringement/Penalty Notices relating to Companion Animals Regulation 2018</b></p> <p>Issue General Infringement/Penalty Notices relating to Companion Animals Regulation 2018</p>	Companion Animals Regulation 2018	29/10/2024
DEG140	<p><b>Issue General Infringement/Penalty Notices relating to Road Transport (General) Regulation 2021</b></p> <p>Issue General Infringement/Penalty Notices relating to Road Transport (General) Regulation 2021</p>	Road Transport (General) Regulation 2021	29/10/2024
DEG141	<p><b>Issue General Infringement/Penalty Notices relating to Roads Act 1993</b></p> <p>Issue General Infringement/Penalty Notices relating to Roads Act 1993</p>	Roads Act 1993	29/10/2024
DEG142	<p><b>Issue General Infringement/Penalty Notices relating to Public Spaces (Unattended Property) Act 2021</b></p> <p>Issue General Infringement/Penalty Notices relating to Public Spaces (Unattended Property) Act 2021</p>	Public Spaces (Unattended Property) Act 2021	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG143	<p><b>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations Act 1997</b></p> <p>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations Act 1997</p>	Protection of the Environment Operations Act 1997	29/10/2024
DEG144	<p><b>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations (Clean Air) Regulation 2022</b></p> <p>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations (Clean Air) Regulation 2022</p>	Protection of the Environment Operations (Clean Air) Regulation 2022	29/10/2024
DEG145	<p><b>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations (Noise Control) Regulation 2017</b></p> <p>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations (Noise Control) Regulation 2017</p>	Protection of the Environment Operations (Noise Control) Regulation 2017	29/10/2024
DEG146	<p><b>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations (Waste) Regulation 2014</b></p> <p>Issue General Infringement/Penalty Notices relating to Protection of the Environment Operations (Waste) Regulation 2014</p>	Protection of the Environment Operations (Waste) Regulation 2014	29/10/2024
DEG147	<p><b>Issue General Infringement/Penalty Notices relating to Swimming Pools Act 1992</b></p> <p>Issue General Infringement/Penalty Notices relating to Swimming Pools Act 1992</p>	Swimming Pools Act 1992	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG151	<p><b>Issue General Infringement/Penalty Notices relating to Environmental Planning and Assessment Act 1979</b></p> <p>Issue General Infringement/Penalty Notices relating to Environmental Planning and Assessment Act 1979</p>	Environmental Planning and Assessment Act 1979	29/10/2024
DEG152	<p><b>Issue General Infringement/Penalty Notices relating to Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.</b></p> <p>Issue General Infringement/Penalty Notices relating to Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.</p>	Environmental Planning and Assessment Regulation 2021	29/10/2024
DEG153	<p><b>Issue General Infringement/Penalty Notices relating to Food Act 2003</b></p> <p>Issue General Infringement/Penalty Notices relating to Food Act 2003</p>	Food Act 2003	29/10/2024
DEG154	<p><b>Issue General Infringement/Penalty Notices relating to Food Regulation 2015</b></p> <p>Issue General Infringement/Penalty Notices relating to Food Regulation 2015</p>	Food Regulation 2015	29/10/2024
DEG155	<p><b>Issue General Infringement/Penalty Notices relating to Graffiti Control Act 2008 and Graffiti Control Regulation 2014</b></p>	Graffiti Control Act 2008	29/10/2024



Code	Name & Description	Legislation	Date Of Delegation
	Issue General Infringement/Penalty Notices relating to Graffiti Control Act 2008 and Graffiti Control Regulation 2014		
DEG156	<b>Issue General Infringement/Penalty Notices relating to Crown Land Management Act 2016</b> Issue General Infringement/Penalty Notices relating to Crown Land Management Act 2016	Crown Land Management Act 2016	29/10/2024
DEG158	<b>Issue General Infringement/Penalty Notices relating to Public Health Act 2010</b> Issue General Infringement/Penalty Notices relating to Public Health Act 2010	Public Health Act 2010	29/10/2024
DEG159	<b>Issue General Infringement/Penalty Notices relating to Public Health Regulation 2022</b> Issue General Infringement/Penalty Notices relating to Public Health Regulation 2022	Public Health Regulation 2012	29/10/2024
DEG160	<b>Issue General Infringement/Penalty Notices relating to Boarding Houses Act 2012</b> Issue General Infringement/Penalty Notices relating to Boarding Houses Act 2012	Boarding Houses Act 2012	29/10/2024
DEG161	<b>Issue General Infringement/Penalty Notices relating to Roads Regulation 2018</b> Issue General Infringement/Penalty Notices relating to Roads Regulation 2018	Roads Regulation 2018	29/10/2024
DEG162	<b>Issue General Infringement/Penalty Notices relating to Biosecurity Act 2015</b> Issue General Infringement/Penalty Notices relating to Biosecurity Act 2015	Biosecurity Act 2015	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG163	<p><b>Act on Council's behalf in all matters relating to the Companion Animals Act 1998</b></p> <p>(a) To act on Council's behalf in all matters relating to the administration of Impounding contracts and service provisions in accordance with Council policy and guidelines.</p> <p>(b) To administer the provisions of the Companion Animals Act 1998 including the authorisation of prosecutions and consideration of appeals for leniency from on the spot fines.</p>	Companion Animals Act 1998	29/10/2024
DEG167	<p><b>Approve, Refuse or Condition Applications for School/Community Groups Visitation to Council Properties</b></p> <p>To approve, refuse or condition any application for school and community group visitation to Council owned or controlled properties.</p>		29/10/2024
DEG168	<p><b>Approve Applications for Charity Collections</b></p> <p>To approve applications for charity collections in the local business district(s).</p>		29/10/2024
DEG169	<p><b>Order Supplies, Plant and Equipment Authorised under Requisition</b></p> <p>To order all supplies, materials, plant, equipment and vehicles upon the issue of an appropriate authorised requisition.</p>		29/10/2024
DEG170	<p><b>Manage Issues relating to Numbering of Buildings</b></p> <p>To require owners or occupiers of land on which buildings are erected and which have frontages/entrances from roads, to mark the</p>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	building, fence or road frontage with such numbers and in the manner and form that may from time to time be required.		
DEG171	<p><b>Approve Applications for the Removal of Vehicular Crossings</b></p> <p>To approve or refuse applications for the removal of vehicular crossings.</p>		29/10/2024
DEG172	<p><b>Sign as Owner of Council Properties for Applications for Development/Building Consent</b></p> <p>Sign as Owner of Council Properties for Applications for Development/Building Consent</p>		29/10/2024
DEG173	<p><b>Determine the Disposal Price and Time of Council Plant and Equipment by Auction</b></p> <p>To determine the disposal price and time of disposal for Council's plant and equipment.</p>		29/10/2024
DEG174	<p><b>Determine the Reserve Price and Disposal of Plant, Equipment and Vehicles by Public Auction, Tender or Trade-in</b></p> <p>Authority to:</p> <ul style="list-style-type: none"> <li>(a) approve a sale price for Council plant, equipment or vehicles by public auction, tender or trade-in if:                             <ul style="list-style-type: none"> <li>• the best offer is more than 10% below the reserve price; and / or</li> <li>• the reserve price has been set by consulting either a valuer, auctioneer, or professional book (ie, Red Book); and / or</li> <li>• results from previous auctions for similar plant, equipment or vehicles has been considered</li> </ul> </li> </ul>		29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG175	<p>(b) determine the reserve price and disposal method for IT equipment.</p> <p><b>Approve or Refuse an Application for Road Rules 2014 Compliance Signs</b></p> <p>To approve or refuse an application for Road Rules 2014 compliance signs (for example, 10m "No Stopping" restrictions at intersections), where the NSW Police agree with the approval or refusal.</p>	Road Rules 2014	29/10/2024
DEG176	<p><b>To Administer the Provisions of the Roads Act 1993 and Road Transport Act 2013, and any subordinate legislation, including the Road Rules 2014, as they apply to Council</b></p> <p>To Administer the Provisions of the Roads Act 1993 and Road Transport Act 2013, and any subordinate legislation, including the Road Rules 2014, as they apply to Council, subject to any applicable standards, protocols and directions from State Government departments and/or NSW Police, and inclusive of any delegation made to Council and/or its officers by the State Government, a Minister, Department or Agency under such Acts or Regulations, subject to any conditions imposed on that delegation.</p>	Roads Act 1993 Road Rules 2014	29/10/2024
DEG177	<p><b>Exercise Authority under the Roads Act 1993 in connection with the assessment of Development Applications, Construction Certificates and Complying Development Certificates</b></p> <p>Exercise Authority under the Roads Act 1993 in connection with the assessment of Development Applications, Construction Certificates and</p>	Roads Act 1993	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	<p>Complying Development Certificates (a) Fix the levels of the public roads.            (b) Determine levels of public roads after considering public submissions.            (c) Direct restoration of road works.            (d) Regulate traffic by means of barriers or notices.            (e) Enter upon any land subject to the requirements of the Roads Act 1993.            (f) Carry out inspections and investigations upon any land subject to the requirements of the Roads Act 1993.            (g) Remove, place guard around any matter or thing within a road which in his opinion may be a danger to the public.            (h) Direct any person causing an obstruction or danger in a road to remove such obstruction or danger (including the removal of redundant gutter crossing, kerbs and footpaths).            (i) To approve or refuse the construction of vehicular crossings and/or restoration works.            (j) Prevent the damage of or interface with any public road            (k) Determine applications for hoarding permits.</p>		
DEG178	<p><b>Issue Approvals under Section 138 of the Roads Act 1993 where Public Safety is an Issue</b>            Issue Approvals under Section 138 of the Roads Act 1993 where Public Safety is an Issue</p>	<p>Roads Act 1993            Section 138</p>	<p>29/10/2024</p>
DEG181	<p><b>Approve or Refuse Applications for Construction Certificates</b>            (a) To approve or refuse applications for Construction Certificates which comply in all respects with the requirements of the Building</p>	<p>Building Code of Australia            Local Government Act 1993            Environmental Planning and Assessment Act 1979</p>	<p>29/10/2024</p>

Code	Name & Description	Legislation	Date Of Delegation
	<p>Code of Australia, the Local Government Act 1993, the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021, Council's Planning Controls and Policies and do not depart from the conditions and plans of the development consent.</p> <p>(b) To refuse an application for Construction Certificate proposing the erection of a building which does not comply with the requirements of either Council's LEP, the Building Code of Australia, the Local Government Act 1993, the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021, there under or relevant conditions of development consent.</p>	<p>Council's Planning Controls and Policies Environmental Planning and Assessment Regulation 2021</p>	
DEG182	<p><b>Issue Building Information Certificates, Classification / Occupancy Certificates</b></p> <p>To approve, refuse and sign all building information certificates and certificates of occupancies required under the Local Government Act 1993, the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2021, Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 and/or the Building Code of Australia.</p>	<p>Local Government Act 1993 Environmental Planning and Assessment Act 1979 Building Code of Australia Environmental Planning and Assessment Regulation 2021</p>	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG183	<p><b>Accept Structural and Mechanical Ventilation Drawings</b></p> <p>To accept structural drawings, mechanical ventilation and other detailed drawings which comply with the requirements of the Building Code of Australia, Local Government Act 1993, the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2021, Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 and related Australian Standards where an Engineers certification has been submitted (by a practising Engineer or accredited certifier) certifying the design criteria used, and compliance with the relevant statutory codes.</p>	<p>Building Code of Australia Local Government Act 1993 Environmental Planning and Assessment Act 1979 Environmental Planning and Assessment Regulation 2021</p>	29/10/2024
DEG184	<p><b>Approve Applications for Strata/Subdivision Plans</b></p> <p>To approve applications for strata/subdivision that comply with the Local Government Act 1993 and the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2021, Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 and the relevant provisions of the Strata Schemes Development Act 2015 and associated regulations; and any development consent issued (including release of the Subdivision plans and Certificates), including signature/endorsement of linen plans.</p>	<p>Local Government Act 1993 Environmental Planning and Assessment Act 1979 Strata Schemes Development Act 2015 Environmental Planning and Assessment Regulation 2021</p>	29/10/2024
DEG185	<p><b>Review Notice of Determinations</b></p>	<p>Local Government Act 1993</p>	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	<p>To review Notice of Determinations issued under delegated authority in accordance with the requirements of the Local Government Act 1993, the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.</p> <p>Note: Reviewer is not to be original determiner or subordinate of original determiner in accordance with limitation imposed by Section 377(1)(o) of the Local Government Act 1993.</p>	<p>Section 377 Environmental Planning and Assessment Act 1979 Environmental Planning and Assessment Regulation 2021</p>	
DEG187	<p><b>Exercise all powers of Council under the Library Act 1939</b> Exercise all powers of Council under the Library Act 1939</p>	Library Act 1939	29/10/2024
DEG188	<p><b>Authorise the Purchase, De-commissioning and Donation of Library Books</b> Authorise the Purchase, De-commissioning and Donation of Library Books</p>		29/10/2024
DEG190	<p><b>Approve the Use of Community Buses</b> To approve all requests for the use of Council's community buses in accordance with Council's policy and fees and to grant discounts/rebates in accordance with policy.</p>		29/10/2024
DEG192	<p><b>Perform the Functions in relation to Local Environment Plans</b> Perform the Functions in relation to Local Environment Plans subject to the Minister</p>	<p>Environmental Planning and Assessment Act 1979 Section 3.36</p>	29/10/2024



Code	Name & Description	Legislation	Date Of Delegation
DEG194	<p>delegating functions under Section 3.36 of the Environmental Planning and Assessment Act 1979 and subject to Council resolving to accept the Ministerial delegation. Only those functions identified in the Ministerial delegation may be carried out.</p> <p><b>Administer the Provisions and Functions of the Boarding House Act 2012 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Boarding House Act 2012 and associated Regulation</p>	Boarding Houses Act 2012	29/10/2024
DEG195	<p><b>Administer the Provisions and Functions of the Children and Young Persons (Care and Protection) Act 1998 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Children and Young Persons (Care and Protection) Act 1998 and associated Regulation</p>	Children and Young Persons (Care and Protection) Act 1998	29/10/2024
DEG196	<p><b>Administer the Provisions and Functions of the Children (Education and Care Services National Law Application) Act 2010 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Children (Education and Care Services National Law Application) Act 2010 and associated Regulation</p>	Children (Education and Care Services National Law Application) Act 2010	29/10/2024
DEG197	<p><b>Administer the Provisions and Functions of the Community Land Development Act 2021 and associated Regulation</b></p>	Community Land Development Act 2021	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	Administer the Provisions and Functions of the Community Land Development Act 2021 and associated Regulation		
DEG198	<b>Administer the Provisions and Functions of the Companion Animals Act 1998 and associated Regulation</b> Administer the Provisions and Functions of the Companion Animals Act 1998 and associated Regulation	Companion Animals Act 1998	29/10/2024
DEG199	<b>Administer the Provisions and Functions of the Conveyancing Act 1919 and associated Regulation</b> Administer the Provisions and Functions of the Conveyancing Act 1919 and associated Regulation	Conveyancing Act 1919	29/10/2024
DEG200	<b>Administer the Provisions and Functions of the Crown Land Management Act 2016 and associated Regulation</b> Administer the Provisions and Functions of the Crown Land Management Act 2016 and associated Regulation	Crown Land Management Act 2016	29/10/2024
DEG201	<b>Administer the Provisions and Functions of the Environmental Planning and Assessment Act 1979 and Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.</b>	Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	Administer the Provisions and Functions of the Environmental Planning and Assessment Act 1979 Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.		
DEG202	<b>Administer the Provisions and Functions of the Fire and Rescue NSW Act 1989 and associated Regulation</b> Administer the Provisions and Functions of the Fire and Rescue NSW Act 1989 and associated Regulation	Fire and Rescue NSW Act 1989	29/10/2024
DEG203	<b>Administer the Provisions and Functions of the Fluoridation of Public Water Supplies Act 1957 and associated Regulation</b> Administer the Provisions and Functions of the Fluoridation of Public Water Supplies Act 1957 and associated Regulation	Fluoridation of Public Water Supplies Act 1957	29/10/2024
DEG204	<b>Administer the Provisions and Functions of the Food Act 2003 and associated Regulation</b> Administer the Provisions and Functions of the Food Act 2003 and associated Regulation	Food Act 2003	29/10/2024
DEG205	<b>Administer the Provisions and Functions of the Government Information (Public Access) Act 2009 and associated Regulation</b> Administer the Provisions and Functions of the Government Information (Public Access) Act 2009 and associated Regulation	Government Information (Public Access) Act 2009	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG206	<b>Administer the Provisions and Functions of the Graffiti Control Act 2008 and associated Regulation</b> Administer the Provisions and Functions of the Graffiti Control Act 2008 and associated Regulation	Graffiti Control Act 2008	29/10/2024
DEG207	<b>Administer the Provisions and Functions of the Health Records and Information Privacy Act 2002 and associated Regulation</b> Administer the Provisions and Functions of the Health Records and Information Privacy Act 2002 and associated Regulation	Health Records and Information Privacy Act 2002	29/10/2024
DEG208	<b>Administer the Provisions and Functions of the Heritage Act 1977 and associated Regulation</b> Administer the Provisions and Functions of the Heritage Act 1977 and associated Regulation	Heritage Act 1977	29/10/2024
DEG209	<b>Administer the Provisions and Functions of the Public Spaces (Unattended Property) Act 2021 and associated Regulation</b> Administer the Provisions and Functions of the Public Spaces (Unattended Property) Act 2021 and associated Regulation	Public Spaces (Unattended Property) Act 2021	29/10/2024
DEG210	<b>Administer the Provisions and Functions of the Library Act 1939 and associated Regulation</b> Administer the Provisions and Functions of the Library Act 1939 and associated Regulation	Library Act 1939	29/10/2024
DEG211	<b>Administer the Provisions and Functions of the Liquor Act 2007 and associated Regulation</b>	Liquor Act 2007	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG212	<p>Administer the Provisions and Functions of the Liquor Act 2007 and associated Regulation</p> <p><b>Administer the Provisions and Functions of the Local Government Act 1993</b></p> <p>Administer the Provisions and Functions of the Local Government Act 1993</p>	Local Government Act 1993	29/10/2024
DEG213	<p><b>Administer the Provisions and Functions of the Local Government (General) Regulation 2021</b></p> <p>Administer the Provisions and Functions of the Local Government (General) Regulation 2021</p>	Local Government (General) Regulation 2021	29/10/2024
DEG214	<p><b>Administer the Provisions and Functions of the Native Title (New South Wales) Act 1994 and associated Regulation and Native Title Act 1993 (Cth)</b></p> <p>Administer the Provisions and Functions of the Native Title (New South Wales) Act 1994 and associated Regulation together with the Native Title Act 1993 (Cth) to the extent of any inconsistency</p>	Native Title (New South Wales) Act 1994	29/10/2024
DEG215	<p><b>Administer the Provisions and Functions of the Plumbing and Drainage Act 2011 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Plumbing and Drainage Act 2011 and associated Regulation</p>	Plumbing and Drainage Act 2011	29/10/2024
DEG216	<p><b>Administer the Provisions and Functions of the Privacy and Personal Information Protection Act 1998 and associated Regulation</b></p>	Privacy and Personal Information Protection Act 1998	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	Administer the Provisions and Functions of the Privacy and Personal Information Protection Act 1998 and associated Regulation		
DEG217	<b>Administer the Provisions and Functions of the Protection of the Environment Operations Act 1997 and associated Regulations</b> Administer the Provisions and Functions of the Protection of the Environment Operations Act 1997 and associated Regulations	Protection of the Environment Operations Act 1997	29/10/2024
DEG218	<b>Administer the Provisions and Functions of the Public Health Act 2010 and associated Regulation</b> Administer the Provisions and Functions of the Public Health Act 2010 and associated Regulation	Public Health Act 2010	29/10/2024
DEG219	<b>Administer the Provisions and Functions of the Radiocommunications Act 1992 (Cth) and associated Regulation</b> Administer the Provisions and Functions of the Radiocommunications Act 1992 (Cth) and associated Regulation	Radiocommunications Act 1992 (Cth)	29/10/2024
DEG222	<b>Administer the Provisions and Functions of the Road Transport Act 2013 and Road Transport (General) Regulation 2021</b> Administer the Provisions and Functions of the Road Transport Act 2013 and Road Transport (General) Regulation 2021	Road Transport Act 2013	29/10/2024
DEG223	<b>Administer the Provisions and Functions of the Rural Fires Act 1997 and associated Regulation</b>	Rural Fires Act 1997	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG224	<p>Administer the Provisions and Functions of the Rural Fires Act 1997 and associated Regulation</p> <p><b>Administer the Provisions and Functions of the State Emergency and Rescue Management Act 1989 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the State Emergency and Rescue Management Act 1989 and associated Regulation</p>	<p>State Emergency and Rescue Management Act 1989</p>	<p>29/10/2024</p>
DEG225	<p><b>Administer the Provisions and Functions of the State Records Act 1998 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the State Records Act 1998 and associated Regulation</p>	<p>State Records Act 1998</p>	<p>29/10/2024</p>
DEG226	<p><b>Administer the Provisions and Functions of the Swimming Pools Act 1992 and Swimming Pools Regulation 2018</b></p> <p>Administer the Provisions and Functions of the Swimming Pools Act 1992 and Swimming Pools Regulation 2018</p>	<p>Swimming Pools Act 1992</p>	<p>29/10/2024</p>
DEG227	<p><b>Administer the Provisions and Functions of the Unclaimed Money Act 1995 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Unclaimed Money Act 1995 and associated Regulation</p>	<p>Unclaimed Money Act 1995</p>	<p>29/10/2024</p>

Code	Name & Description	Legislation	Date Of Delegation
DEG228	<b>Administer the Provisions and Functions of the Waste Avoidance and Resource Recovery Act 2001 and associated Regulation</b> Administer the Provisions and Functions of the Waste Avoidance and Resource Recovery Act 2001 and associated Regulation	Waste Avoidance and Resource Recovery Act 2001	29/10/2024
DEG229	<b>Administer the Provisions and Functions of the Water Management Act 2000 and associated Regulation</b> <b>Administer the Provisions and Functions of the Water Management Act 2000 and associated Regulation</b>	Water Management Act 2000	29/10/2024
DEG230	<b>Administer the Provisions and Functions of the Work Health and Safety Act 2011 and associated Regulation</b> Administer the Provisions and Functions of the Work Health and Safety Act 2011 and associated Regulation	Work Health and Safety Act 2011	29/10/2024
DEG231	<b>Administer the Provisions and Functions of the Workers Compensation Act 1987 and associated Regulation</b> Administer the Provisions and Functions of the Workers Compensation Act 1987 and associated Regulation	Workers Compensation Act 1987	29/10/2024
DEG232	<b>Administer the Provisions and Functions of the Workplace Injury Management and Workers Compensation Act 1998 and associated Regulation</b>	Workplace Injury Management and Workers Compensation Act 1998 Workplace Injury Management and Workers Compensation Act 1998	29/10/2024



Code	Name & Description	Legislation	Date Of Delegation
	Administer the Provisions and Functions of the Workplace Injury Management and Workers Compensation Act 1998 and associated Regulation		
DEG233	<b>Administer the Provisions and Functions of the Biosecurity Act 2015 and associated Regulation</b> Administer the Provisions and Functions of the Biosecurity Act 2015 and associated Regulation	Biosecurity Act 2015	29/10/2024
DEG234	<b>Administer the Provisions and Functions of the Public Interest Disclosures Act 2022 and associated Regulation</b> Administer the Provisions and Functions of the Public Interest Disclosures Act 2022 and associated Regulation	Public Interest Disclosures Act 2022	29/10/2024
DEG235	<b>Administer the Provisions and Functions of the Building and Development Certifiers Act 2018 and associated Regulation</b> Administer the Provisions and Functions of the Building and Development Certifiers Act 2018 and associated Regulation	Building and Development Certifiers Act 2018	29/10/2024
DEG236	<b>Administer the Provisions and Functions of the Biodiversity Conservation Act 2016 and associated Regulation</b> Administer the Provisions and Functions of the Biodiversity Conservation Act 2016 and associated Regulation	Biodiversity Conservation Act 2016	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG237	<b>Administer the Provisions and Functions of the Recreation Vehicles Act 1983 and associated Regulation</b> Administer the Provisions and Functions of the Recreation Vehicles Act 1983 and associated Regulation	Recreation Vehicles Act 1983	29/10/2024
DEG238	<b>Administer the Provisions and Functions of the State Emergency Service Act 1989 and associated Regulation</b> Administer the Provisions and Functions of the State Emergency Service Act 1989 and associated Regulation	State Emergency Service Act 1989	29/10/2024
DEG239	<b>Administer the Provisions and Functions of the Strata Schemes Development Act 2015 and Strata Schemes Development Regulation 2016</b> Administer the Provisions and Functions of the Strata Schemes Development Act 2015 and Strata Schemes Development Regulation 2016	Strata Schemes Development Act 2015	29/10/2024
DEG240	<b>Administer the Provisions and Functions of the Community Land Management Act 2021 and associated Regulation</b> Administer the Provisions and Functions of the Community Land Management Act 2021 and associated Regulation	Community Land Management Act 2021	29/10/2024
DEG241	<b>Administer the Provisions and Functions of the Contaminated Land Management Act 1997 and associated Regulation</b>	Contaminated Land Management Act 1997	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG242	<p>Administer the Provisions and Functions of the Contaminated Land Management Act 1997 and associated Regulation</p> <p><b>Administer the Provisions and Functions of the Cemeteries and Crematoria Act 2013 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Cemeteries and Crematoria Act 2013 and associated Regulation</p>	Cemeteries and Crematoria Act 2013	29/10/2024
DEG243	<p><b>Administer the Provisions and Functions of the Fines Act 1996 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Fines Act 1996 and associated Regulation</p>	Fines Act 1996	29/10/2024
DEG244	<p><b>Administer the Provisions and Functions of the Heavy Vehicle National Law (NSW) and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Heavy Vehicle National Law (NSW) and associated Regulation</p>	Heavy Vehicle National Law (NSW)	29/10/2024
DEG245	<p><b>Administer the Provisions and Functions of the Land Acquisition (Just Terms Compensation) Act 1991 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Land Acquisition (Just Terms Compensation) Act 1991 and associated Regulation</p>	Land Acquisition (Just Terms Compensation) Act 1991	29/10/2024
DEG246	<p><b>Administer the Provisions and Functions of the Land and Environment Court Act 1979 and associated Regulation</b></p>	Land and Environment Court Act 1979	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	Administer the Provisions and Functions of the Land and Environment Court Act 1979 and associated Regulation		
DEG248	<b>Administer the Provisions and Functions of the Ombudsman Act 1974 and associated Regulation</b> Administer the Provisions and Functions of the Ombudsman Act 1974 and associated Regulation	Ombudsman Act 1974	29/10/2024
DEG249	<b>Administer the Provisions and Functions of the Public Works and Procurement Act 1912 and associated Regulation</b> Administer the Provisions and Functions of the Public Works and Procurement Act 1912 and associated Regulation	Public Works and Procurement Act 1912	29/10/2024
DEG250	<b>Administer the Provisions and Functions of the Real Property Act 1900 and associated Regulation</b> Administer the Provisions and Functions of the Real Property Act 1900 and associated Regulation	Real Property Act 1900	29/10/2024
DEG251	<b>Administer the Provisions and Functions of the Protection of the Environment Operations (Clean Air) Regulation 2022</b> Administer the Provisions and Functions of the Protection of the Environment Operations (Clean Air) Regulation 2022	Protection of the Environment Operations (Clean Air) Regulation 2022	29/10/2024
DEG252	<b>Administer the Provisions and Functions of the Protection of the Environment Operations (Waste) Regulation 2014</b>	Protection of the Environment Operations (Waste) Regulation 2014	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
DEG259	<p>Administer the Provisions and Functions of the Protection of the Environment Operations (Waste) Regulation 2014</p> <p><b>Authority to exercise and/or perform on behalf of the Council the Council's delegable functions as an airport operator and/or an aviation industry participant under the Aviation Transport Security Act 2004 and Aviation Transport Security Regulation 2005</b></p> <p>Authority to exercise and/or perform on behalf of the Council the Council's delegable functions as an airport operator and/or an aviation industry participant under the Aviation Transport Security Act 2004 and Aviation Transport Security Regulation 2005</p>	<p>Aviation Transport Security Act 2004</p> <p>Aviation Transport Security Regulation 2005</p>	29/10/2024
DEG260	<p><b>Authority on behalf of the Council as an aviation industry participant to undertake all functions in relation to a transport security program in accordance with Part 2 of the Aviation Transport Security Act 2004 and in particular sections 18, 22, 23A and 26A.</b></p> <p>Authority on behalf of the Council as an aviation industry participant to undertake all functions in relation to a transport security program in accordance with Part 2 of the Aviation Transport Security Act 2004 and in particular sections 18, 22, 23A and 26A.</p>	Aviation Transport Security Act 2004	29/10/2024
DEG261	<b>Administer the Provisions and Functions of the Road Rules 2014</b>	Road Rules 2014	27/02/2020

Code	Name & Description	Legislation	Date Of Delegation
DEG263	<p>Administer the Provisions and Functions of the Road Rules 2014</p> <p><b>Administer the Provisions and Functions of the Children's Guardian Act 2019 and associated Regulation</b></p> <p>Administer the Provisions and Functions of the Children's Guardian Act 2019 and associated Regulation</p>	Children's Guardian Act 2019	27/01/2021
DEG264	<p><b>Administer the Provisions and Functions of the Surveying and Spatial Information Act 2002</b></p> <p>Administer the Provisions and Functions of the Surveying and Spatial Information Act 2002</p>	Surveying and Spatial Information Act 2002	29/10/2024
DEG266	<p><b>Administer the Community Land Development Act 2021</b></p> <p>Administer the Community Land Development Act 2021</p>	Community Land Development Act 2021	29/10/2024
DEG267	<p><b>Administer the Design and Building Practitioners Act 2020</b></p> <p>Administer the Design and Building Practitioners Act 2020</p>	Design and Building Practitioners Act 2020	29/10/2024
DEG268	<p><b>Administer the Provisions and Functions of the Disability Inclusion Act 2014</b></p> <p>Administer the Provisions and Functions of the Disability Inclusion Act 2014</p>	Disability Inclusion Act 2014	29/10/2024
DEG269	<p><b>Administer the Provisions and Functions of the Annual Holidays Act 1944 and Annual Holidays Regulation 2021</b></p>	Annual Holidays Act 1944 and Annual Holidays Regulation 2021	26/07/2022

Code	Name & Description	Legislation	Date Of Delegation
DEG271	<p>Administer the Provisions and Functions of the Annual Holidays Act 1944 and Annual Holidays Regulation 2021</p> <p><b>Installation of IT surveillance and Tracking surveillance and the operation and retrieval of their footage and data</b></p> <p>Installation of IT surveillance and Tracking surveillance and the operation and retrieval of their footage and data in accordance with, but not limited to, the following legislation:-            (a) Surveillance Devices Act 2007;            (b) Workplace Surveillance Act 2005.</p>	(a) Surveillance Devices Act 2007; (b) Workplace Surveillance Act 2005; (c) Workplace Video Surveillance Act 1998 (Cth).	4/07/2023
DEG272	<p><b>Installation and operation of body worn cameras and the retrieval of their footage</b></p> <p>Installation and operation of body worn cameras and the retrieval of their footage in accordance with Surveillance Devices Act 2007</p>	Surveillance Devices Act 2007	4/07/2023
DEG273	<p><b>Funding agreements</b></p> <p>To submit any funding applications, including progress claims, made for and on behalf of Council for funding from State Government, Federal Government or any third parties including the preparation and submissions of final reports.</p>		29/10/2024
DEG274	<p><b>Firearms</b></p> <p>To use a firearm in the course of employment by Council (and strictly in accordance with any limitations or directions contained within the delegate's employment contract and/or position description) where the delegate is exercising a</p>	Firearms Act 1996 and Firearms Regulation 2017	29/10/2024

Code	Name & Description	Legislation	Date Of Delegation
	power or function of Council, and subject to holding an appropriate licence/permit and complying with the Firearms Act 1996 and the Firearms Regulation 2017		
IADMIN02	<b>Make application for valuation of land</b> Exercise the Council's functions under the Valuation of Land Act 1916, including the making of applications for the valuation of land within the Council's local government area.	Internal Administration	31/05/2017
IADMIN03	<b>Valuations - Objections</b> To object to valuations under the provisions of Section 31 of the Valuation of Land Act.	Internal Administration	31/05/2017
IADMIN06	<b>Minutes</b> To supervise inspection of minutes of meetings of Council or committees.	Internal Administration	31/05/2017
ICACA01	<b>Investigations by ICAC</b> Producing a statement of information if required by the Independent Commission Against Corruption (S21)	Independent Commission Against Corruption Act 1988 Section 21	31/05/2017
ICACA02	<b>Investigations by ICAC</b> Producing documents to the Commission when required to do so by the Commission (S22)	Independent Commission Against Corruption Act 1988 Section 22	31/05/2017
ICACA03	<b>Investigations by ICAC</b> Making available to the Commissioner or authorised officer such facilities as are necessary to enable their powers to enter and inspect	Independent Commission Against Corruption Act 1988 Section 23	31/05/2017



Code	Name & Description	Legislation	Date Of Delegation
IFIN01	<p>premises, inspect documents and things therein and make copies of documents to be exercised</p> <p><b>Investment of funds</b> To invest Council funds, subject to the investment being in any security authorised by the Trustee Act 1925 or a form of investment notified by order of the Minister published in the Gazette to an investment of \$600k</p>	Internal Finance	31/05/2017
IFIN02	<p><b>Investment of Funds &gt; \$600k</b> To invest Council funds, subject to the investment being in any security authorised by the Trustee Act 1925 or a form of investment notified by order of the Minister published in the Gazette.</p>	Internal Finance	31/05/2017
IFIN08	<p><b>Categorisation of land.</b> Determine and declare the categorisation of land for purposes of ordinary rates under Section 514 of the Local Government Act 1993.</p>	Internal Finance	31/05/2017
IFIN09	<p><b>Applications - determine categorisation</b> Determine applications to change the categorisation of rateable land in accordance with section 525 of the Local Government Act 1993.</p>	Internal Finance	31/05/2017
IFIN10	<p><b>Rate adjustment</b> Make an adjustment of rates following a change in the category of rateable land, pursuant to section 527 of the Local Government Act 1993</p>	Internal Finance	31/05/2017
IFIN12	<p><b>Rates - issue a rate certificate</b></p>	Internal Finance	31/05/2017

Code	Name & Description	Legislation	Date Of Delegation
	Issue a certificate as to rates and charges in accordance with section 603 of the Local Government Act 1993 (NSW).		
FIN13	<p><b>Sign declarations</b></p> <p>Sign declarations for Fringe Benefit Tax and Business Activities Statements on behalf of the Council.</p>	Internal Finance	31/05/2017
FIN14	<p><b>Westpac Corporate Online - Primary</b></p> <p>Creator and Primary Authoriser with a daily limit of \$1.5M</p>	Internal Finance	28/06/2017
IGOV08	<p><b>Service NSW Transactions</b></p> <p>Signing of documents required by Services NSW/ Roads and Maritime Services including:</p> <ul style="list-style-type: none"> <li>* Registration establishment, transfer or detail adjustment</li> <li>* Order of number plates</li> <li>* Disposal of vehicle</li> <li>* Unregistered vehicle permits</li> <li>* Fair Trading transactions</li> </ul>		22/01/2018
IGRANT01	<p><b>Funding acquittals</b></p> <p>Forward funding acquittals and project reports to funding bodies.</p>	Internal Grants	31/05/2017
IGRANT02	<p><b>Funding certificates</b></p>	Internal Grants	31/05/2017


Code	Name & Description	Legislation	Date Of Delegation
IGRANT03	<p>To issue funding certificates.</p> <p><b>Sign Grant Applications</b> Power to sign grant applications on behalf of council. Applications must be detailed in Council Operational Plan or else a resolution of Council is required prior to application being made.</p>	Internal Grants	31/05/2017
IHR01	<p><b>Finalise Workers Compensation Claims</b> Determine and finalise all workers compensation claims lodged by Council staff in consultation, where appropriate, with legal/professional advice, and subject to the requirement that any financial settlement, ie termination or lump sum, require the approval of the GM</p>	Internal Human Resources	31/05/2017
IHR02	<p><b>Interview expenses</b> To approve reimbursement of expenses incurred by an applicant for a position attending an interview, in accordance with Council's policy.</p>	Internal Human Resources	31/05/2017
IHR04	<p><b>Study leave</b> To approve study leave for staff in any operational area of Council in accordance with Council policy.</p>	Internal Human Resources	31/05/2017
IHR05	<p><b>Special leave</b> To approve special leave not exceeding one week for staff in any operational area of Council in accordance with Council policy.</p>	Internal Human Resources	31/05/2017
IHR06	<p><b>Jury Service</b> To approve and authorise attendance by staff for Jury Service.</p>	Internal Human Resources	31/05/2017

Code	Name & Description	Legislation	Date Of Delegation
IHR08	<p><b>Conferences and Meetings</b> To approve staff attendance and payment of travel and other expenses for conferences and meetings within NSW and the ACT if included on training plan or approved by General Manager.</p>	Internal Human Resources	31/05/2017
IHR10	<p><b>Leave without pay</b> To approve leave without pay for staff for less than 4 weeks.</p>	Internal Human Resources	31/05/2017
IHR11	<p><b>Recognition of previous service</b> To approve the recognition of previous service for long service leave purposes in accordance with the award for staff in any operational area of Council.</p>	Internal Human Resources	31/05/2017
IHR13	<p><b>Retirement of staff</b> To approve the retirement of staff in any operational area of Council on the grounds of age or ill health.</p>	Internal Human Resources	31/05/2017
IHR14	<p><b>Rostered Days Off and rostered working times</b> To approve variations to rostered day off patterns and rostered working times for employees within the officers area of control.</p>	Internal Human Resources	31/05/2017
IHR15	<p><b>Termination of staff</b> To reduce the term of employment of temporary Council or agency staff in any operational area of Council.</p>	Internal Human Resources	31/05/2017
IHR16	<p><b>Timesheets</b></p>	Internal Human Resources	31/05/2017

Code	Name & Description	Legislation	Date Of Delegation
	To authorise staff timesheets for employees under their control and in accordance with award conditions		
IHR17	<b>Garnishees / Child Support orders</b> To approve the payment of a fixed sum of money in respect of court judgments and Child Support Agency directives applying Council employees.	Internal Human Resources	31/05/2017
IPROC01	<b>Calling and Consideration of Tenders</b> To fulfil the role of "Council" referred to in the Regulation, limited by the acceptance of tenders which cannot be delegated under the Act, but including entering into contracts on behalf of Council once a tender has been accepted.	Internal Procurement	31/05/2017
IPROC02	<b>Receive or deal with tenders submitted</b> Act as an appropriate person, within the meaning of clause 164 of the Local Government (General) Regulation 2005, to receive or deal with tenders submitted to Council.	Internal Procurement	31/05/2017
IPROC13	<b>Expenditure - operating budget over \$150,000</b> To incur expenditure over \$150,000 (tenders), subject to the expenditure being provided for in Council's Annual Operational Plan and associated budget.	Internal Procurement	31/05/2017
IPROC16	<b>Credit Card - \$10000</b> To use allocated Council Credit Card to a limit of \$10000 provided receipts and proper acquittal is provided and in accordance with Policy G9	Internal Procurement	31/05/2017

Code	Name & Description	Legislation	Date Of Delegation
IPROC17	<p><b>To approve petty cash reimbursements.</b>                      To approve petty cash reimbursements up to an amount of \$50</p>	Internal Procurement	31/05/2017

**12.3 DELIVERY PROGRAM - 1 JULY 2024 TO 31 DECEMBER 2024**

**File Number:** REP24/1204  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** 1. Delivery Program Half Yearly [↓](#) 

**REPORT**

Attached is the Delivery Program Half Yearly Review, which provides a summary of actions undertaken by Council for the period 1 July to 31 December 2024 in response to the issues identified in the Community Strategic Plan (CSP).

The Integrated Planning and Reporting (IPR) Guidelines provide that progress reports must be “provided to the Council, with respect to the principal activities detailed in the Delivery Program, at least every 6 months”. In the case of Temora Shire Council, the review of the Delivery Plan is provided after the December and June periods.

The attached document is a review of the actions of Council for the period 1 July 2024 to 31 December 2024.

**RESOLUTION 7/2025**

Moved: Cr Graham Sinclair  
Seconded: Cr Paul Mahon

It was resolved that Council receive the Delivery Program Review for 1 July 2024 to 31 December 2024, noting that the Little Crowley Street kerb and gutter concluded on August 2024 and not August 2025.

**CARRIED**

*Report by Melissa Boxall*



# Review of Delivery Plan



## 1: Enhancing Our Quality of Life

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

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

Measure	Responsible Officer	Target
Alcohol related hospitalisations (per 100,000). NSW Rate 479.9 in 2016/17 according to NSW Health Statistics	Melissa Boxall	Less than NSW State average
Community rating for feeling there is a good community spirit	Melissa Boxall	2016 = N/A 2021 = 4.33 Target: > 4.40
Community satisfaction rating for cultural activities from TSC Community Survey	Craig Sinclair	2016 = 3.68 2021 = 3.74 Target: >3.75
Community satisfaction rating for sports facilities from TSC Community Survey	Rob Fisher	2016 = 3.94 2021 = 3.99 Target: . 4.00
Community satisfaction rating for Youth activities from TSC Community Survey	Sheree Elwin	2016 = 3.27 2021 = 3.91 Target: > 4.00
Community satisfaction rating of HACC service provision - TSC Community Survey	Sheree Axtell	2016 = 3.99 2021 = 4.05 Target > 4.10

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

### 1.1.1: Provide home and community care for our older residents

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Maintain Pinnacle Community Services as a premium provider of aged and disability services	PCS - Manager	50%	Pinnacle Community Services maintains National Disability Insurance Scheme and Aged Care registration to ensure that continuous provision of supports are available to Temora Shire residents.	Pinnacle Community Services	▲
02	Supply Home Support Services to the communities of Temora, and other communities for senior residents	PCS - Manager	50%	Pinnacle Community Services continues to provide in home support services under the Commonwealth Home Support Services program and Home Care packages for senior residents of Temora Shire,	Pinnacle Community Services	▲
04	Ensure community awareness of transport options available	PCS - Manager	50%	Pinnacle Community Services uses social media, Narraburra news and quarterly newsletters to promote transport and awareness of operating hours.	Pinnacle Community Services	▲
05	Ensure that the views of disabled people are represented to Council	PCS - Manager	50%	<p>Many opportunities are available for people with disability to have their views represented to Council.</p> <ul style="list-style-type: none"> <li>- TSC Access &amp; Equity committee calls for nominations and encourages people with disability to join the committee and attend meetings.</li> <li>- Community consultation activities targets different community cohorts which includes service providers, individuals, health providers who support people with disability to communicate what Council does well and what areas need improvements.</li> <li>- Pinnacle Community Services encourages feedback from clients on the supports they receive which are incorporated into continuous improvement strategies.</li> </ul>	Pinnacle Community Services, Access and Equity Committee	▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
07	Provision of the National Disability Insurance Scheme In Temora Shire	PCS - Manager	50%	Pinnacle Community Services maintains National Disability Insurance Scheme registration to ensure that continuous provision of supports are available to Temora Shire residents.	Pinnacle Community Services	▲
08	Show commitment to Disability Services in Temora Shire	PCS - Manager	50%	Pinnacle Community Services maintains National Disability Insurance Scheme registration to ensure that continuous provision of supports are available to Temora Shire residents.	Pinnacle Community Services	▲
09	Ensure information flow to residents regarding services for older people and people with a disability	Communications Officer	50%	Information on services for older people and people with a disability has been achieved through Nurraburra News, social media platforms - in particular Pinnacle's Facebook page -, flyers and posters. Economic and Community Development Officer and Communications Officer also attend Temora Community Centre Interagency to share and receive information. In December 2024, we ran a campaign for International Day of People with Disability showcasing Pinnacle House, Pinnacle Community Services, and Wheelchair Basketball at Temora Recreation Centre.	Pinnacle Community Services	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support the development of private and community aged care facilities, "The Peppers" and Dr Parry Homes	General Manager	70%	Council continues to support the delivery of independent living and residential services for older people and people with a disability. A development application for Apollo Pace, Temora by Dr Parry Homes has been approved and Council has applied for Commonwealth government funding for enabling infrastructure in support of the project.	Dr Parry Homes, Ariah Park Community Housing, Whiddon Homes,	▲






Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
02	Support of accommodation for aged and disabled people	Director of Administration and Finance	50%	Pinnacle Community Services operates a Supported Independent Living House in Tenora. Short-term respite facilities are also available for NDIS clients. A rate rebate is available to Ariah Park Community Housing. Council advocates for additional funding for Whiddon Homes in its efforts to redevelop Greenstone Lodge. Pinnacle Community Services is a provider of Home Care Packages, NDIS, Community Transport and Commonwealth Home Support Programs.	Southern Cross Homes  Dr Parry Homes, Ariah Park Community Housing, Whiddon Homes, Pinnacle Community Services, Southern Cross Homes	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Improve Council employment conditions and opportunities for people with disabilities	People & Culture Manager	50%	Equal Employment Opportunity Employer. (recruitment processes free from discrimination). Employment contract includes opportunity to request reasonable workplace adjustments. Flexible Work Arrangements Policy implemented and provides opportunity to support workplace flexibility due to disability. Most physical workplaces are accessible.	Pinnacle Community Services	▲

## 1.2: A community with opportunities to be healthy

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support the redevelopment of Temora Hospital	General Manager	50%	Council has actively supported the Temora Hospital redevelopment project, through the provision of feedback, participation on working groups and promotion of community information sessions and workshops. the next update on the project will be provided to Councillors and Senior staff in February 2025.	MLHD	
02	Ensure Ariah Park is provided with accessible health services	General Manager	100%	Advocacy undertaken in 2023/2024 financial year.	MLHD, MPHN, Temora Medical Complex	
03	Participate in multidisciplinary meetings relating to health and associated issues	Economic & Community Development Officer	50%	Council Officers have attended three Interagency meetings from July - December 2024, held at the Temora Community Centre. Attendance at Interagency meetings provides the opportunity for service providers to bring awareness to Council about community needs and services available to community members.	Temora Community Centre	
04	Provision of clear health service information linkages	Economic & Community Development Officer	50%	The Economic & Community Development Officer attends Temora's Interagency Meetings regularly. The Communications Officer promotes information on community health facilities and services.		
05	Support the attraction of health workers to Temora Shire	Economic Development Manager	50%	Council continues to support the provision of a range of health services in the Shire through the provision of the Temora medical Precinct facilities. Council remains a strong advocate for community and hospital-based health care services and has actively supported the progression of the Temora District Hospital Master planning process. A new lease for the Temora Medical Complex Pathology Suite has been determined with Lavery to commence operations in February 2025.	Temora Medical practices, MLHD	

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Commit to actions that promote responsible behaviour relating to drug and alcohol	General Manager	50%	Council supports the work of the Temora Community Centre and the Murrumbidgee Local Health District in the provision of drug and alcohol support services. Council continues to participate on the Liquor Accord and provided community information through road safety and youth related programs. Legislative charges associated with the sale of illegal tobacco has been shared with the community, including how to report concerns to the NSW Department of Health	MLHD, MPHIN	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Proactively support and promote community mental health facilities	Economic & Community Development Officer	50%	Temora Shire Council, in partnership with Temora Business Enterprise Group launched the Temora - The Resilient Town initiative with a keynote and workshop delivered by Scott Reardon of the SISU Collective to local businesses. Council's Direct Me directory offers access to a range of activities and services. The directory includes information about community health, mental health facilities and services.	MLHD, MPHIN	▲

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

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
02	Promote available child care and early learning options in Temora Shire including preschools, long day care, family day care and playgroups	Director of Administration and Finance	50%	Contact details for each of the childcare and early learning options in the Shire are on Council's website. Council holds a Family Expo which showcases facilities and services available for children and young people. Council is closely monitoring the childcare market to encourage the creation of additional childcare places in Temora Shire as well as supporting young people to consider a career in early learning through the Temora Youth Careers Network.	Temora Preschool Inc., Bland Shire Council, Ariah Park Preschool	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
02	Provision of youth programs and activities to Temora Shire Council villages	Youth Development Officer	50%	Youth Development Officer visited Ariah Park Central School this term to promote youth programs and the transport assistance options. Programs were advertised through school newsletters, on school assemblies and the Ariah Park Group Facebook Page. Two Rubiks Cube Workshops were held at Ariah Park Youth Hall during the September school holidays. Weekly Gaming and Robotics workshops were held at the Youth Hall during the school term.	Ariah Park Advisory Committee	▲
03	Provide programs that benefit the youth of Temora Shire through education, social interaction or	Youth Development Officer	50%	Youth programs at Platform Y provided an opportunity for young people grow and develop into thoughtful, capable and connected young citizens. All programs had an educational component, required social interaction and as a result, provided an opportunity for personal development. A strong culture of volunteering and community engagement was featured at Platform Y.	Temora Shire Schools	▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	personal development					
04	Acknowledge the efforts of young people both publicly and electronically	Communications Officer	50%	Temora Youth Hospitality for their volunteer catering services, Temora Youth Leadership Team for their volunteer work, Take the Lead participants, Adulting 101 participants, and local Riverina Murray Changemakers have been acknowledged on Social Media Platforms and in Narraburra News.		▲
05	Develop and deliver programs that meet the needs of Youth	Youth Development Officer	50%	Regular consultation and collaboration with local young people ensured programs offered aligned with their expectations and needs. Fortnightly meetings with the Temora Youth Leadership Team provided young people with an opportunity to advocate for their peers and have input into programs and events at Platform Y. Adulting 101 participants were provided with an opportunity to provide feedback in relation to youth programs in Temora Shire. Team mentors, Youth Development Officer and Youth Program Coordinator regularly engaged in informal dialogue with young people to evaluate existing programs and implement recommendations.		▲
06	Develop leadership skills and promote leadership roles for young people	Youth Development Officer	50%	Temora Youth Leadership Team conducted meetings every two weeks during the school term. Volunteering at local events (e.g. Catering for 90th birthday celebration at Platform Y and New Residents Welcoming Dinner, helping at Warbirds Downunder) enabled members to take on more responsibility, with leaders mentoring younger members. Leaders also assisted the Youth Program Coordinator with holiday workshop programming and preparing for special events. Applications were distributed for TAKE THE LEAD- Temora Youth Leadership Program , targeting young people aged 16-24 years, developing leadership and communication skills, as well as building stronger community connections. A youth delegate was appointed represent young people TBEG		▲



Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
07	Explore opportunities to share resources and information for Youth between Councils (REROC)	Youth Development Officer	50%	monthly meetings. Two members of the Leadership Team were nominated for Temora Young Citizen of the Year. Youth Development Officer is part of the REROC Youth network and is in contact with other councils (REROC) via email. Regular REROC Youth & Community Services meetings were suspended due to Riverina Murray Youth Development Network (RMYDON) conducting regular meetings and avoid duplication. Youth Development Officer was minute taker for RMYDON.	REROC	▲
08	Promote Platform Y as an inclusive and safe space for young people	Youth Development Officer	50%	Platform Y was promoted as a welcoming space for young people to grow and build social connections, regardless of race, age, gender, sexuality or ability. The Youth Development Officer liaised with Temora Community Centre and Pinnacle to ensure programs were promoted to their clients as inclusive and accessible. Workshop mentors were required to hold a current working with children check certificate. Youth Development Officer collaborated with other organisations for special programs (eg. TAKE THE LEAD, Adulting 101) promoting Platform Y and introducing a new cohort of young people to the space.		▲
09	Ensure Youth programs are equitable to all sections of the Temora Shire	Youth Development Officer	50%	Weekly workshops, school holiday and special programs were offered to local young people at no cost. If possible, transport assistance was made available to those in local villages to attend programs. Weekly workshops and school holiday programs were conducted at Ariaiah Park Youth Hall. Youth Development Officer liaised with Pinnacle and the Community Centre to investigate potential members from their client base.		▲
10	Continue to develop pathways to connect the Youth Officer to young people, parents and community	Youth Development Officer	50%	The Youth Development Officer (YDO) and Youth programs Coordinator (YPC) connected with young people via school visits, local and social media platforms, school newsletters and youth programs. YDO liaised with Temora Community Centre and Temora Library, strengthening connections with service providers, minimising duplication. The YDO delivered Adulting 101 Program for		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
				Year 12 school leavers. The YPC, YDO and Temora Library created a display at Temora Show. The Hospitality Team volunteered at community events (e.g. 90th birthday celebrations for a local resident, New Residents Welcome Dinner, Temora Aviation Museum- Warbirds), increasing their visibility in the community. The YPC engaged the community groups in Youth programs (eg. Green Team visited Lions Recycling Centre). Community mentors facilitated programs at Platform Y, building cross generational relationships and community connections.		



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

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




Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Ensure a network of transport infrastructure to facilitate fitness	Engineering Assets Manager	50%	Ongoing. Footpath network continually expanding. Recently applied for major extension into new areas in Temora West and North and East Temora.	Transport for NSW	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Provide sporting grounds that meet the needs of Temora Shire residents	Engineering Assets Manager	50%	Ongoing. Sports grounds currently in excellent condition following spring rain.	Temora and District Sports Council	▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
02	Provide suitable policies to oversee the management of Council's sports facilities	Engineering Assets Manager	0%	Not progressing at this point. Will look to report to Council before the end of the Financial Year.	Temora and District Sports Council	
03	Address access and inclusion in the sports facility strategy	Engineering Assets Manager	100%	Sports facility strategy address access and inclusion.	Temora and District Sports Council, Access and Equity Committee	

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Provide playgrounds in Temora Shire to a safe and contemporary standard	Engineering Assets Manager	50%	Council has made significant improvements to playground infrastructure in the past few years. Recent projects include; Temora West Park Path Network, Federal Park Playground Replacement and Bradley Park Upgrade. Bradley Park has experienced challenges that are currently being worked through.		
02	Retention and upgrade of community halls in Temora, Springdale and Ariah Park	Director of Environmental Services	50%	Temora Town Hall and Springdale Hall continuing to be maintained and operated in a sustainable manner. Air conditioning issue being investigated at the Temora Memorial Town Hall, may require upgrade in the future.	Ariah Park Community Projects, Springdale Memorial Hall Committee	
03	Retention of Lake Centenary as a	Engineering Assets Manager	50%	Ongoing. Current works include. Foreshore path installation, and ski area turf repairs.	Lake Centenary	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	premier water sports facility			Future works include Bridge installation and Furniture replacement.	Management Committee	
04	Deliver a range of library programs and services	Library Manager	50%	Temora Shire Library's programming and services have been designed to cater to the diverse needs of the community, ensuring access and engagement for all demographics. By offering a variety of programs that span generations and interests, library staff strive to create an enriching environment that serves as both an educational resource and a welcoming gathering space for all. Heading into January 2025, library staff will begin discussions around the 2025 schedule, taking into account community feedback, attendance trends, and evolving needs.	Riverina Regional Library Service	▲
05	Provision of parks and gardens that meet the needs and expectations of the community	Engineering Assets Manager	50%	Ongoing business as usual maintenance		▲
06	Maintain Temora Memorial Town Hall as a premium event destination	Director of Environmental Services	50%	Temora Town Hall continuing to be maintained and operated in a sustainable manner. Air conditioning issue being investigated at the Temora Memorial Town Hall, may require upgrade in the future.	Imagine Temora	▲
07	Provide community facilities that meet the needs of residents	Director of Environmental Services	40%			▲
08	Development of Temora Recreation Centre as a premium venue	Director of Environmental Services	50%	Progressing - New sports of Pickleball and Wheelchair Basketball introduced. Group fitness classes continuing successfully. Upgrades to Pool BBQ area and Indoor Pool surrounds. Improved financials reported to Council at the August 2024	Temora and District Sports Council	▲

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

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Provision of a mechanism as a means of communication with the Arts Community and delivering arts and cultural product	Arts Centre Manager	50%	The Arts Centre Manager established effective communication mechanisms with the arts community, including active engagement with TEM FM to promote cultural events. Collaborations with groups like TADVAC, the potters club, and U3A, as well as workshops with the Community Centre, supported the successful delivery of arts and cultural products such as exhibitions, workshops, and movie nights.	Temora Arts Centre Advisory Committee	▲
02	Maintain excellent relationship with regional arts bodies	Arts Centre Manager	50%	The Arts Centre Manager hosted a successful grant writing workshop with Eastern Riverina Arts, initiated plans with Mawang Gaway for an Indigenous Art Trail, and secured Japanese ceramics from the National Gallery of Australia's Sharing the National Collection, enhancing community arts engagement.	Eastern Riverina Arts	▲
03	Support local arts through the conduct of exhibitions	Arts Centre Manager	50%	Council continues to support the Temora Arts Centre, Temora Town Hall, Town Hall Theatre and the Bundawarrah Centre through a diverse range of programs and exhibitions. Council has once again hosted the annual Art Prize at the Bundawarrah Centre and the Bundawarrah Centre has exhibited the Bald Archy Prize, other recent exhibitions have included the Canola Trail Exhibition at the Bundawarrah Centre and the Rural Savant-Garden by Sam Sharman at the Temora Arts Centre.	Temora Arts Centre Advisory Committee	▲
04	Support all arts and cultural events within the framework determined by Council	Arts Centre Manager	50%	The arts centre manager supported the pottery exhibition with the local potters club, hosted an exhibition by local teacher Sam Sharman, coordinated the Canola Exhibition at the Bundawarrah Centre, played a key role in setting up the Bald Archy Prize exhibition, supported Imagine Temora in hosting Larissa Bourak and the Michael Fix concert, and assisted U3A with two successful movie nights at the cinema. Additionally, the manager		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
				renegotiated TADVAC's lease agreement, providing local artists with greater freedom while fostering a stronger sense of belonging to the arts in Temora		
<b>1.5.2: Provide a program of theatre, dance, music and cinema that caters for a variety of audiences</b>						
Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support for events within Temora Shire	Economic & Community Development Officer	50%	Over the past six months, Council has been active in fostering arts and cultural engagement across the Shire. There were two cinema activations in partnership with Temora's U3A and the Film Club. There were two concerts at the Town Memorial Town Hall featuring Larissa Barak and Michael Fix through Imagine Temora. The Arts Centre showcased a range of exhibitions, supported a budding Ukulele club and creative writing group as well as the traditional visual arts group, while the Bundawarrah Centre hosted notable displays, including the Canola Exhibition, the Bald Archies, and the New Residents Dinner.	Temora Arts Centre Advisory Committee	▲
02	Provision of facilities for the conduct of arts and cultural events	Arts Centre Manager	50%	The Arts Centre Manager ensured the provision of facilities for a wide range of arts and cultural events, including theatre, music, and cinema. This included hosting the Michael Fix concert, supporting U3A movie nights, and accommodating exhibitions like the Bald Archy Prize and Sam Sharman's work.	Temora Arts Centre Advisory Committee	▲
03	Review public art in Temora Shire	Arts Centre Manager	50%	While no formal review of public art has been conducted, the Arts Centre Manager contributed to the development and release of the Public Art Acquisition Policy through active consultation, laying the groundwork for future public art projects.		▲

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

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Aim to reduce stigma associated with disability	Economic & Community Development Officer	50%	The Access & Equity Committee met in December 2024 to hold the AGM and general meeting. The Committee discussed equitable access to council services, buildings and infrastructure. Council Officers use inclusive images throughout Council communication channels by using images of people living with a disability.		▲
02	Support activities that improve community safety for the residents of urban areas in Temora Shire	General Manager	50%	Council continues to deliver a range of programs and services that encourage interaction between the generations including programs at Platform Y, the Library and the Arts Centre and the Bundawarrah Centre. The Temora Shire Library has worked in collaboration with Greenstone Lodge and Dragons Tale to deliver a successful inter-generational preschool program, which recently received the 2024 Award for Innovation in Outreach Services (populations under 10,000) at the NSW Public Libraries Association Conference.	Temora Police	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Promote availability of services for people who are fleeing violence, or who experience homelessness,	General Manager	50%	Council advocates for services and support for vulnerable members of the community and works in partnership with community organisations that deliver specialist services. Correspondence has been received from the Minister for Housing, the Hon Rose Jackson in response to advocacy undertaken during the last term of Council in relation to social and affordable housing for Temora Shire residents.	Temora Police, Domestic Violence NSW, Temora	▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	substance abuse or mental illness				Community Centre	



## 2: Providing Local Leadership

Our strategic objectives for providing local leadership are to have:

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

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

## 2.1: A community with strong local leadership

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support diversity in representation	General Manager	50%	Council remains committed to encouraging diverse representation being on the elected council and has promoted opportunities for training and information sessions for Councillor candidates, including sessions targeting women and people from diverse backgrounds. During the 2024 local government election there were 15 candidates that nominated for 9 positions representing a diverse range of ages and cultural backgrounds including several candidates under 30 years of age.		▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Attract grant funding to assist in the development of the Shire	Economic Development Manager	50%	Grants confirmed for several initiatives including: - Regional Drought Resilience Plan Implementation Activities in partnership with Bland Shire, - Australia Day Community Grants Program 2025, - Fresh Start for Local Government Apprentices, Trainees and Cadets Program, - Bundawarrah Master Plan		▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Commitment to the Council sister cities of: <ul style="list-style-type: none"> <li>• Uppington - South Africa</li> <li>• Izumizaki, Japan</li> <li>• Randwick, Australia</li> </ul>	Economic & Community Development Officer	50%	Izumizaki Council invited the Temora Sister City Committee to Izumizaki to celebrate 35 years of friendship. There were 5 Temora Shire community members who represented the Sister City Committee that travelled to Izumizaki in October 2024. The Temora Sister City Committee held it's AGM in November and were successful in forming a continuing committee.	Australian Sister Cities Association	▲
02	Ensure commitment to diversity in Temora Shire	General Manager	50%	An Equal Employment Opportunity (EEO) staff survey was conducted to capture staff cultural diversity data. A total of 101 permanent and casual staff completed the survey with the information revealing that the number of employees identifying as Aboriginal or Torres Strait Islander as low and below average community representation. A total of 8% of staff were born overseas and 13% identified as having a disability. The data will help Council understand diversity in the workplace, assist in identifying employees needs and develop EEO strategies to improve workplace diversity and inclusion.		▲

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

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Acknowledge the indigenous history of the region	General Manager	50%	An acknowledgement of country is given at Civic Events and at the start of Council meetings. The Aboriginal flag was flown during NAIDOC Week, along with street banners with the recently completed Gugaa (goanna) artwork. Investigations are underway into holding	NSW Aboriginal Lands Council	▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
				Aboriginal cultural awareness training for staff and elected representatives in the new calendar year.		

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support community and visitor awareness and appreciation of Temora Shire's heritage through preservation and enhancement	Director of Environmental Services	50%	Business as usual for Heritage Committee - Satellite Airfields project nearing completion, District Heritage drives nearing finalisation, Chinese History Book completed, printed and launched. Heritage Assistance Fund 50% spent and first Veranda Restoration grant issued and acquitted.	NSW Heritage Office	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Ensure appropriate recognition of the Indigenous heritage of the Temora Shire region	General Manager	50%	Concept designs for Shire entrance signs has been completed with Council resolving to consider funding for this project as part of the 2025/26 financial year budget estimates process.	NSW Aboriginal Land Council	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Ensure the Indigenous history of the Temora Shire region is retained	General Manager	50%	The Bundawarrah Centre continues to engage visitors and community members in the local Aboriginal history through Willows Keeping Place. Council has supported NAIDOC and Reconciliation events during the reporting period, sharing the Gugaa (goanna) artwork with the Temora High School and Temora Community Centre and displaying it on street banners during NAIDOC week. A Temora Shire and surrounds Wiradjuri map is being prepared in consultation with key stakeholders including Aboriginal elders, the Rural Museum Manager and Charles Sturt University. The map will be shared with the broader community on Australia Day through the 2025 Australia Day Community Grants Program.	NSW Aboriginal Land Council, Temora Historical Society	▲

**2.3: A community that is supported by our volunteers**

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Facilitate opportunities for volunteers to enhance the environment and community	PCS - Manager	50%	Pinnacle Community Services provides volunteering opportunities through community transport, social support and meals on wheels. Volunteers provide a vital service to our community to enable our clients to access the community for medical appointments, shopping and social activities and delivering meals to clients.		▲
02	Advise residents of specific volunteering opportunities within the community	Communications Officer	50%	Articles were published in Narraburra News in July 2024 "In need for volunteers", August 2024 "So much more than roads, rates and rubbish, November 2024 "More volunteers needed". TSC Facebook posts asked for volunteers at Temora Town		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
03	Acknowledge the valuable role that volunteers play in the community	Communications Officer	50%	<p>Hall Theatre, Sister City Committee, and Access and Equity Committee.</p> <p>Volunteer recognition and support received 90% positive rating, with 69 Performance Index Score in the recent Community Scorecard which is in comparison to an industry high standard.</p> <p>A Mayoral reception was held in July 2024 to recognise the volunteers of our Section 355 committees during Local Government Week. The occasion was posted to TSC Facebook as a further acknowledgement.</p> <p>An article recognising Section 355 volunteers was included in the Narraburra News July edition.</p> <p>Temora Youth volunteers are recognised on Temora Youth socials and TSC Facebook page.</p> <p>Wheelchair basketball coordinator was acknowledged for her work in bringing the sport to our Shire in a video during International Day of People with Disability.</p>	Volunteering NSW	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support volunteer committees to undertake their community role	General Manager	50%	<p>Council continues to engage with and support volunteer committees through the provision of information regarding funding sources and provides information in relation to regulatory expectations as required. A review of the 255 Committee Policy has been undertaken and the policy has been adopted by Council for implementation, communication of the policy update is underway.</p>		▲

## 2.4: A community that speaks up and advocates for itself

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
02	Maintain close links with relevant State and Federal Govt. Departments, agencies and Regional Offices.	General Manager	50%	Council continues to work in partnership with relevant Commonwealth Government agencies to ensure appropriate service provision in Temora Shire.	Riverina JO	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Keep State members informed of Temora's needs and our strategies to meet those needs	General Manager	50%	Temora Shire Council values the strong working relationship it has with the local member and meets regularly to discuss matters impacting the Shire. Submissions have been made on State Government matters including the Office of Local Government Councillor Conduct Framework Review, the 2025 Local Government Tribunals annual determination and the Valuer General Land Valuation Services Pricing Proposal. Meetings have been held with the Minister for Local Government and staff representatives from Transport NSW and Regional Development. Councillors and staff have strong working relationships with state government agencies through a range of networks, programs and projects.		▲
02	Maintain close links with relevant State Govt. Departments, agencies and Regional Offices	General Manager	50%	Meetings have been held with a range of government agencies including Regional NSW, Transport for NSW, Rural Fire Service, NSW Police and the Murrumbidgee Health District. Temora Shire Council regularly attends a	Riverina JO	▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
				range of regional and statewide forums to advocate for the needs of Temora Shire.		

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support for NBN and other carriers to provide improved coverage	Economic Development Manager	50%	Relationship maintained with NBN representatives. Temora Cyber training event planned in partnership with NBN for November was however cancelled due to low registrations. Communicated through Council channels to raise awareness of the 3G network closure.	NBN Co, Telstra	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Lobby for the continual improvement of, and equitable access to, services, transport, communications and utilities for Temora Shire	Economic Development Manager	50%	Ongoing. With the closure of taxi services in Temora Shire, Pinnacle Community Services are providing increased transport services to older people, people with a disability and the transport disadvantaged. Pinnacle have submitted a request to increase funding with Transport for NSW, however this request was declined as there is no additional funding available at this stage. Communicated through Council channels to raise awareness of the 3G network closure.		▲






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

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Commitment to Section 355 Community Committees to provide communication avenue between Council and Community	General Manager	50%	Council continues to support initiatives of the 355 Committees. Councillor membership to 355 Committees was determined at the Council meeting held in October.		▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Develop and implement a program aimed at educating residents of regulatory responsibilities	Director of Environmental Services	50%	Social Media and Monthly newsletter being used to cover topical issues.		▲
02	Conduct local public education campaigns across major road safety issues	Engineering Assets Manager	0%	Council has been without a Road Safety Officer(RSO) for the first half of 2024/25. Hoping to appoint a new RSO in Q3.	Transport for NSW	▬▬
04	Utilise all avenues to re-home	Director of Environmental Services	50%	No Companion Animal destruction carried out so far this FY. All dogs impounded have been rehomed or given to rescue organisations		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	unwanted companion animals					
06	Continue Narraburra News and maintain Council website	Communications Officer	50%	Narraburra News has been distributed monthly through Temora Independent, online email distribution to 502 subscribers, added to Council's website and shared to TSC Facebook page and community pages. Council's website is updated regularly. Recent updates include jobs, policies, Councillors, committees, facilities, on exhibition, media releases, and access to information. Pinnacles website and Facebook was also updated to reflect recent workplace changes.		
07	Ensure that feedback is available on the community view of Council service by a Resident Satisfaction Survey within the term of each Council	General Manager	100%	Council has been actively keeping the community informed through the delivery of engaging and up to date information through the Council website, social media pages and the monthly Narraburra News via the Temora Independent. Proactive media releases have been prepared and distributed to the local media outlets and the General Manager presents a Council update on the community radio each week. Council engaged Catalyse to undertake a community scorecard (survey) with over 700 people completing the survey. The results of this extensive engagement will be used to inform the development of the new Community Strategic Plan (CSP), Councils Delivery program and Operational Plan.		
08	Maintain a Communications Policy that outlines the roles of the roles of websites, social media and publications	Communications Officer	0%	Communications and Media Policy was updated Q3 2024. It will be reviewed again March 2025.		

### 3: Building a Strong Local Economy

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

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

Measure	Responsible Officer	Target
% of households experiencing rental or mortgage stress - 30% or more of income on housing (ABS Census)	Gary Lavelle	2016 = 10% 2021 Target: <7.5%
% of people attending an educational institution (ABS Quickstats)	Gary Lavelle	2016 = 26.9% 2021 Target: > 28%
Community satisfaction rating for footpaths (TSC Community Survey)	Rob Fisher	2016 = 3.21 2021 = 3.07 Target: . 3.25
Community satisfaction rating for the road network (TSC Community survey)	Rob Fisher	2016 = 3.58 2021 = 3.53 Target: > 3.60
Local value of agricultural commodities produced (ABS Agricultural Census)	Craig Sinclair	2105-2016 + \$108.3M 2021 Target: > \$110M
Number of annual visitors to Temora Aviation Museum (TAM)	Craig Sinclair	2016 = 18,160 2021 = 19,159 Target: >20,000

Measure	Responsible Officer	Target
Total number of businesses in Temora Shire (ABS Census)	Craig Sinclair	2016 = 713 2021 Target: > 750
Unemployment rate in Temora Shire (ABS Census)	Craig Sinclair	2016 = 4.9% 2021 Target: <4.5%

### 3.2: A community with opportunities for local employment

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Proactively seek opportunities to grow business in Temora Shire including its villages	Economic Development Manager	50%	LPC Eggs commenced construction of a new laying facility in Combaning. Jindalee Feedlot commenced works to double capacity. Support provided to several businesses in the initial stages of establishing or expanding, including in agricultural value-add, retail, transport, and renewable energy.	DPIE	▲
02	Diversify the economy and provide employment by attracting non agriculture based industry	Economic Development Manager	50%	Several new businesses opened during the reporting period, including Davies Automotive. New industrial subdivision completed at Melaleuca Business Park in Temora.		▲

### 3.3: A community with opportunities for local education

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Provide support and advocacy for the retention and development of Schools within Temora Shire	General Manager	50%	Council works in partnership with organisations such as the high schools, TBEG and TAFE to promote further training and development opportunities including hosting a Career Expo at the Temora TAFE campus. The Youth Development Officer actively facilitates the Temora Youth Careers Network and Council has applied for funding through the Office of Local Government for three funded trainee positions.	NSW Education Department	▲
03	Offer life skills workshop opportunities to both young people and the community	Youth Development Officer	50%	Temora Youth Careers Network and Youth Development Officer presented Careers Conversations, where 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. Platform Y workshops developed a range of life skills in the young members, including: cooking; team work; cleaning and personal hygiene; communication; problem solving; financial literacy and social responsibility. The Adulting 101 workshop for Year 12 leavers, developed knowledge and skills in budgeting, sourcing accommodation, accessing health services, self care, communication and organisational skills.		▲
04	Support the concept of Council designation as a registered training organisation	Economic & Community Development Officer	0%			

### 3.3.3: Investigate opportunities to enhance local access to tertiary education

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support for students undertaking further education	General Manager	10%	Council has determined to not pursue a Country University Campus and instead will investigate opportunities to improve the provision of facilities at the Temora Shire Library.	CSU	▲
02	Support local students financially through scholarships	General Manager	50%	Scholarships are identified in the 2024/25 financial year budget, and it is anticipated that they will be awarded early in the calendar year.	Temora and District Education Fund	▲

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

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Promote Temora Shire as a retirement destination	Economic Development Manager	50%	Support provided to Dr Parry Homes to seek funding for the development of affordable seniors housing at Apollo Place.		▲
02	Investigate options for Council to assist with the provision of affordable housing	Economic Development Manager	50%	Advocacy provided on behalf of Dr Parry Homes for the provision of affordable seniors housing at Apollo Place through meetings with the Minister for Housing and the Member for the Riverina.		▲

3.4.2: Provide land for residential development

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Work with external stakeholders to support the availability of land for residential development to meet the needs of new and existing residents	Town Planner	50%	Council is supporting the proposed development of land at Apollo Place for seniors housing by Dr Parry Memorial Homes through loan arrangements and assistance with seeking grant funding. Council officers are working with consultant planners and engineers to prepare future master plans for additional residential development on north-eastern and southern fringes of Temora. Council is supporting the delivery of additional residential subdivision through the Development Infrastructure Deferred Payment Policy.		▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
02	Plan for the possibility of a sudden upsurge in investment and population which may result from a large employer	Economic Development Manager	50%	Subscription to PlaceInfo commenced to assist with population forecasting. Subscription commenced to CommBank IQ through Destination Riverina Murray which shows monthly credit and debit card spend data. Report commissioned and commenced to investigate the need for expanded facilities to support medical facilities due to increased demand.		▲
03	Support the provision of a range of accommodations options within Temora Shire	Economic Development Manager	50%	Support provided to Dr Parry Homes for the development of affordable seniors housing at Apollo Place through attending forums with the Minister for Housing and with the Member for the Riverina. Financial support provided through the Developer Infrastructure Deferred Payment Policy for the construction of housing estates in Temora. Planning support provided to developers seeking to master plan and/or rezone areas for future subdivisions, including the rezoning of a cluster of land on Temora's eastern urban fringe.		▲

### 3.5: A community with a strong agricultural sector

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Ongoing support for Temora Agricultural Innovation Centre	Director of Administration and Finance	50%	The section 355 committee meets twice per year. Council provides maintenance funding to support the Agricultural Innovation Centre (TAIC). Events and operations at the TAIC are promoted through Council's Narraburra News.	Farmlink	▲
02	Create heavy vehicle routes to meet agricultural needs	Engineering Assets Manager	50%	Ongoing. Heavy Vehicle Access policy achieves this. Urban Temora is a significant challenge that needs addressing in the short term.	Transport for NSW	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Monitor the impact of consolidation of farming enterprises	Economic Development Manager	50%	In December, the Economic Development Manager participated in a Southern NSW Drought & Innovation Hub working group to assess the impact of drought on social and cultural well-being in rural communities.		▲

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

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Maintain comprehensive	Engineering Assets Manager	50%	Maintenance being delivered.		▲



Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	maintenance, drainage and signage programs at Temora Aerodrome					
03	Ensure the provision of facilities at Temora Aerodrome to meet the needs of users	Engineering Assets Manager	50%	Infrastructure is currently really strong at the Aerodrome. General maintenance and upkeep is the only current works.	Aerodrome Users Committee	▲
04	Maintain and implement an Airport Management Plan	Engineering Assets Manager	50%	Aerodrome Manual is complete in draft and has been submitted to CASA for review / comment.	Aerodrome Users Committee	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support the continuing promotion of Temora Aviation Museum	Economic Development Manager	50%	Museum promoted through hosting several events, including the Destination Riverina Murray Board Meeting and Tourism Manager Forum, as well as the Visit Riverina AGM in December. Museum promoted through social media on Visit Temora and Canola Trail. Promotion of the Warbirds Downunder Airshow held in October.	Temora Aviation Museum	▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Review mechanisms by which the cost impost at Temora Aerodrome can be addressed	General Manager	50%	This remains an ongoing effort by Council. The increased utilisation of the aerodrome through income generating operations has assisted in the management of this strategy.		▲

### 3.7: A community that benefits from tourism

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
02	Enrich and diversify the visitor experience		50%	Tourism famil held for Destination Riverina Murray Board and Riverina Tourism Managers to showcase a diverse range of Temora's visitor experiences in December. Support provided to several operators seeking to enhance existing or create new tourism experiences. Photoshoot for tourism operators conducted to help elevate the promotion of visitor experiences. Application for funding to develop a Lake Centenary Master Plan including the Trefle Shed and Old Stables at TAIC submitted. Agreement reach with FarmLink to develop canola walking tracks for the 2025 flowering season.		▲
04	Develop the facilities at the Temora Rural Museum and Bundawarrah Centre	Rural Museum Manager	50%	The extension of the Header Shed by one bay, to accommodate a recent donation, is nearing completion. No advice as to the outcome of our current NSW/ACT Ambulance Museum funding application has yet come to hand. Informal discussions have commenced among museum volunteers regarding a proposed extension of the existing Temora Ambulance Museum building.	Temora Historical Society	▲


Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
06	Enhance and support new and existing tourism events	Economic Development Manager	50%	Logistical support provided to Temora Aviation Museum to deliver Warbirds Downunder. Promotional support provided to many events including Canapes in the Canola, Temora Show, Ariaah Park Show, and A Country Weekend Rod Run,		▲
07	Partner with individuals, organisations and companies to support growth in the visitor economy	Economic Development Manager	50%	Working partnership with Coolamon and Juneee Shires, the Canola Trail launched a brand refresh, Hello Yellow, including new website and promotional literature. Photoshoots held with tourism operators. Several magazine and social media articles achieved. Continued membership of Visit Riverina to promote visitation to the region, including attending the Canberra Caravan and Camping Expo in October.	Riverina RDA, Country Change	▲

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




Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Improve Tourism signage within the Temora Shire	Economic Development Manager	50%	Wiradjuri Country signage at Shire entrances discussion ongoing with design and costing yet to be finalised.		▲
02	Ensure tourism products, including brochures are current, relevant and attractive		50%	Temora Maps have been depleted and contact has been made with the supplier to do another one. 52 boxes of Canola Trail brochures were sent to other towns in the last year. There is approximately 12months supply of brochures in stock. New map and brochure created for the Bundawarrah Centre. One page information PDFs updated and distributed.		▲
03	Maintain accreditation of the Temora Visitor Information Centre	Communications Officer	50%	Documentation has been reviewed and updated for the upcoming accreditation in September/October 25	AVIC	▲

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

#### 3.8.2: Continue the provision of Community Transport to Temora residents

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support the provision of community transport to Temora Shire residents	PCS - Manager	50%	Pinnacle Community Services continues to provide an around Temora bus service and volunteer car service to the community. Community transport outputs have increase by 62% compared to the reporting period as last year for Commonwealth Home Support Program service and CTP (Community Transport Program for transport disadvantaged residents) has increased by 24%. The demand for transport has increased since the closing of the taxi service in February 2024.		

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Provide sufficient accessible car parking spaces	Engineering Assets Manager	50%	On going. Current projects include DeBoos Street master plan, Hoskins Street disability parking between Loftus St and Parkes St.	Access and Equity Committee	
02	Develop off street parking in Temora CBD	Engineering Assets Manager	0%	Non asset solutions (enforcement) should be the first priority before an expensive asset solution is pursued. Will look to provide a report to Council in 2025 calendar year with potential land for off street parking.		
03	Provide adequate long vehicle parking in Temora Shire	Engineering Assets Manager	0%	On action since last time Council considered long vehicle parking around 2020.		

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Develop a policy framework for heavy vehicle access	Engineering Assets Manager	50%	Heavy Vehicle Access Policy is complete. Will look to review in the 2025 calendar year.	Transport for NSW, Heavy Vehicle Regulator	▲
02	Commitment to the Alternate Heavy Vehicle Route around Temora	Engineering Assets Manager	50%	Ongoing. No closer to being solved.	Transport for NSW	▲

## 4: Enjoying Our Beautiful Environment

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

- a community that is liveable and provides for enjoyable town and village life
- a community that enjoys appropriate urban infrastructure
- a community that strives to minimise its environmental impacts
- a community that enjoys a variety of open spaces for leisure
- a community that sustainably plans for its future.

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

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

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
02	Adopt principle of the provision of services by outreach to Ariaiah Park	General Manager	50%	Service provision and ongoing engagement and information provision continues to be delivered to Ariaiah Park. The Ariaiah Park and Springdale Flood Studies were adopted by Council during the reporting period and a number of capital works projects are currently underway in support of Ariaiah Park residents including the Pucawan project that includes realignment for drainage and a project to desilt, enlarge and fence the Railway Dam, Ariaiah Park.		▲
03	Implement the actions of the Amenity Tree Action Plan	Engineering Assets Manager	50%	Ongoing. Actions of the Street Tree Audit are being delivered and Urban Tree Management Plan endorsed by Council.		▲
04	Hold committee meeting of Council, at a village location annually	General Manager	0%	The Asset and Operations Committee will meet in Ariaiah Park in the second half of the financial year.		⊘
05	Support for village committees to achieve the community aspirations within the limitations of Council resourcing	General Manager	75%	Council continues to support village committees through the provision of S355 status and the provision of funding support through external grants and Council funding for specific projects. The Asset and Operations Committee will meet in Ariaiah Park in the new calendar year.		▲
06	Partner with individuals, organisations and companies to	Economic Development Manager	50%	Attracted two new residents through the NSW GROW program, which closed in November after a 3.5 year pilot. Continued participation in the RDA Riverina's Country Change program and Regional Australia Institute's		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	support new resident attraction			Regional Activators Alliance program / Move to More campaign.		
07	Provide a welcoming community for new residents	Economic Development Manager	50%	Temora T-Town Sips at the library program introduced. The Economic Development Manager regularly attended twice monthly welcome dinners for key workers and new residents. The annual New Residents Dinner was held on 19th September. Local Welcome Packs updated and distributed regularly. RDA Riverina's electronic New Resident packs launched and distributed. Officers assisted RDA Riverina in coordinating a focus group to kick-staff the Welcome Experience in Temora in November.		▲

**4.2: A community that enjoys appropriate urban infrastructure**

**4.2.1: Provide a stormwater drainage network that mitigates flooding impacts**

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Development of a Floodplain Risk Management Plan including 10 year rolling works program	Engineering Assets Manager	50%	Flood Plain Risk Management Plans adopted. 10 year rolling works program is not part of the Floodplain Management Grant Program and will need to be pursued separately. Council officers have a draft list of storm water works, however, it is not possible to cost without hydraulic design.	Office of Water	■
02	Undertake Stormwater Drainage upgrade and renewal in accordance with the Stormwater Assets Capital Works Program		30%	Nixon Park drainage upgrades have commenced.		▲



Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
03	Improvement of drainage within Temora Shire	Engineering Assets Manager	50%	Good progress made with drainage. Recent projects include: - Completion of Temora, Springdale and Ariah Park Flood Studies. - Design of the Golden Gate Dam Detention Basin - Design and Construction of Highfields / Industrial Area / Eastern Temora Drainage system. - Design and funding of drainage system in Northern Temora Industrial Area (Gidgee St)		▲

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

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Provide public conveniences to a standard acceptable to the community	Director of Environmental Services	50%	Ongoing. All public amenities have been upgraded to meet accessibility standards. Harper Park amenities at Ariah Park were the last ones to be completed in March 2024. Cleaning contractor performance regularly monitored and improvement requests issued from time to time		▲

4.2.3: Maintain a network of roads, footpaths and cycleways to enable residents and visitors to move around the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Commitment to road safety and relationship with RMS and adjoining Councils	Engineering Assets Manager	50%	Ongoing. Currently undertaking activities to appoint a new Road Safety Officer.	Transport for NSW	▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
02	Ensure that appropriate mechanism is in place to determine road priorities	Engineering Assets Manager	50%	Road Hierarchy combined with Asset Management biennial condition rating used to determine road priorities.		▲
04	Investigate the provision of street lighting within Temora Shire	Engineering Assets Manager	50%	Current projects include: - Intersection lighting in Eastern Temora Industrial Area. - Residential lighting expansion through the Essential Energy Minor Capital Works program where available.	Essential Energy	▲
05	Undertake Footpath upgrade and renewal in accordance with the Footpath Capital Works Program		25%	Intersection at Hoskins and Kitchener Road and Lake Centenary footpaths have been completed. Bowling Club Lane and Callaghan Park to commence in early 2025.		▲
06	Undertake Active Transport upgrade and renewal in accordance with the Active Transport program		25%	Bowling Club lane footpath underway and George Street pedestrian facilities commencing in early 2025.		▲
07	Undertake Rural Unsealed Roads upgrade and renewal in accordance with the Rural Unsealed Roads Capital Works Program		20%	Goesches Road and Rees Lane has been completed. Wallundry Road commencing in early 2025.		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
08	Undertake Rural Sealed Roads upgrade and renewal in accordance with the Rural Sealed Roads Capital Works Program		25%	Old Cootamundra Road and Mary Gilmore Way resealing and heavy patching completed. Remaining reseals to be completed in early 2025.		▲
09	Undertake Urban Unsealed Roads upgrade and renewal in accordance with the Urban Unsealed Roads Capital Works Program		25%	Narraburra Street has been completed. Kurrajong and Thom to commence early Jan 2025 and North Street, Lucas Street and Mirrool Road will commence mid to late 2025.		▲
10	Undertake Urban Sealed Roads upgrade and renewal in accordance with the Urban Sealed Roads Capital Works Program		50%	Urban heavy patching complete, resealing scheduled for early 2025.		▲
11	Investigate the provision of access within Temora Shire, including footpaths, ramps and car parking provision	Engineering Assets Manager	50%	Ongoing. Recently applied for funds to redevelop our active transport strategy.		▲
12	Undertake Kerb and Gutter upgrade		50%	Loftus Street Kerb & Gutter (K&G) renewal completed, Ariaah Park to commence in early 2025.		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	and renewal in accordance with the Kerb and Gutter Capital Works Program			Little Crowley Street K & G was completed in August 2025. Twynam and Camp Street to be scheduled in late February 2025.		
13	Undertake Regional Roads Program in accordance with the determined program		70%	Heavy patching and resealing has been completed. Maintenance is ongoing.		▲
14	Undertake Fixing Country Roads/ Heavy Vehicle Safety and Productivity Program in accordance with the determined program		25%	Howards Road project underway, drainage work have commenced from October 2024. Howards Road reconstruction works to commence in 2025.		▲
15	Undertake Pavement rehabilitation/ Widening in accordance with the Pavement Rehabilitation/Widening Capital Works Program		20%	Howards Road is scheduled for early 2025.		▲

4.2.4: Maintain a sewerage network to service our urban areas

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Undertake Upgrade and renewal works on Sewerage and Recycled Water in accordance with identified program	Engineering Assets Manager	50%	Ongoing. CCTV and connection replacement works were the only major sewer works undertaken in 2024/25.		▲
02	Gain S60 approval for Sewerage scheme and recycled water scheme	Engineering Assets Manager	50%	Not possible until completion and endorsement of IWCM (Integrated Water Cycle Management) Strategy. This is a long term objective 2 - 5 years minimum.	Water NSW	▲

4.2.5: Provide cemetery grounds that create respectful places for grieving families and friends, and which meet future interment needs of our local community

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Continue to improve functionality of the cemetery. * Update plinths in Lawn Cemetery (2 in alternate years)	Director of Environmental Services	20%	New beam construction work booked in with contractor for February 2025. Clean up of new cemetery land recently purchased proposed for Q3 2024/25	Friends of Temora Shire Cemeteries	▲

### 4.3: A community that strives to minimise its environmental impacts

4.3.1: Provide waste management facilities and increase opportunities for recycling for residents and visitors

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Reduce the impacts of litter on our community	Director of Environmental Services	50%	Clean Up Australia Day scheduled to be held in March 2025. Regular clean ups conducted in usual hotspots (Tip road, truck stops etc.) by Waste Management Staff		▲
02	Monitor illegal waste dumping hot spots within Temora Shire	Director of Environmental Services	50%	Ongoing		▲
03	Respond to community and Government demands for the provision of suitable recycling services within Temora Shire	Director of Environmental Services	50%	Service review conducted in 2024. Resolved to maintain the status quo of supporting the Temora Lions Club in their operations through transport subsidy and equipment renewal (New press installed in March 2024)		▲
04	Maintain waste services in the village of Ariaiah Park	Director of Environmental Services	50%	Ariah Park Landfill site recently cleaned up by contractor. Preparations made for new pit (previous pit lasted over 30 years). Fencing repairs/improvements conducted in December, 2024		▲

4.3.2: Decrease carbon emissions into the atmosphere (for example, through investment in electric vehicles and charging stations)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Utilise solar power system installation where economic.	Engineering Assets Manager	50%	Ongoing. Awaiting a grant application announcement for the Temora Recreation Centre. Recent installations include Juneec Road Caravan Park and Library system renewal.		▲

4.3.3: Manage weeds and pests to protect the environment

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Commitment to the eradication of urban weeds and pests	Director of Environmental Services	50%	Weed engagement program future is uncertain. State Government not recognize RENWA (Riverina Eastern Noxious Weed Association). Weed Action Plan (WAP) and funding process is not a competitive grants based model. Creates uncertainty and problems with contract management. However on ground weed control activities continue with St Johns Wart and Boxthorn control activities conducted in Q1 & 2 of 2024/25		▲
02	Ensure residents are not adversely impacted upon by untidy or overgrown lots	Director of Environmental Services	50%	30 notices issued and followed up upon. Second round of inspections scheduled for January after late December 2024 rain events		▲

4.3.4: Conserve and responsibly use our precious water resources

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Ensure sustainable operation and usage of precious water	Engineering Assets Manager	50%	No Change. Large percentage of Councils water use is recycled effluent.		▲

4.3.5: Protect our agricultural land by taking action to minimise soil loss and enhance soil health

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support for agricultural community efforts	General Manager	50%	Council has worked in partnership with Bland Shire Council to develop a Drought Resilience Plan, with an application for implementation funding being submitted in November 2024.		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	to preserve soil health			Council continues to provide support to the Temora Agricultural Innovation Centre, managed by FarmLink who undertake research and extension activities that support local farmers to improve soil health, including the Cool Soils project.		

4.3.6: Planting native vegetation to provide shade and shelter for livestock, reduce risk of salinity, improve soil productivity, reduce erosion, enhance water quality and create wildlife corridors

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support for agricultural pursuits that improve environmental outcomes	General Manager	50%	Council continues to support the Temora Agricultural Innovation Centre and has met with representatives from Department of Primary Industries and Regional Development to explore funding opportunities to further support the financial sustainability of the Centre. A round table with the key stakeholders has been proposed and planning is underway to progress this opportunity further.		▲

**4.4: A community that enjoys a variety of open spaces for leisure**

4.4.1: Provide parks, reserves, playgrounds and other open space with shade provision, seating and access to drinking water

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Commit to improving the utility of parks and recreation areas within Temora Shire	Engineering Assets Manager	50%	Council is continuing investment into parks and playgrounds with recent works; Temora West Park, Federal Park and Bradley Park.		▲



#### 4.4.2: Provide options for dog-off leash areas for residents and their pets to safely enjoy

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Provide areas to enable pet owners to exercise pets	Director of Environmental Services	20%	Options for Gardner Street reserve and Lake Centenary off leash areas remain available. Shortcomings in these options recognised. Other options investigated. Railway Station land not able to be developed yet, and Gardner Street not able to be progressed until Stormwater Drainage Retention basin design completed		

#### 4.5: A community that sustainably plans for its future

4.5.1: Strategically plan for how our land is used in the medium and long term to ensure that the social, educational, economic and environmental needs of current and future generations are met (including planning for industrial land release, residential lots, schools, open space) Temora Shire Council

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Upgrade of Temora Shire Land Use Strategies	Town Planner	50%	Temora Local Housing Strategy adopted in May 2023 being implemented through the rezoning of land for residential use at Loftus Street/Milvale Road, and industrial use in Melaleuca Street. Ariah Park village Planning Proposal has completed public exhibition, being reviewed by the Department of Planning, Housing and Infrastructure. Bundawarra Estate Master Plan currently underway, planning for infill housing opportunities.	Planning NSW	▲

4.5.2: Maintain a Local Emergency Management Committee and Plan that prepares for, educates about and responds to local disasters

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support the provision of emergency		50%	Two meetings of the Local Emergency Management Committee have been conducted so far this financial year.	Rescue and Emergency NSW,	▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	services to meet the needs of Temora Shire residents				Resilience NSW	

4.5.3: Implement community, environmental initiatives that promote tree planting, composting, growing vegetables and creating environments that promote biodiversity

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Support for environmental initiatives to improve outcomes for residents of Temora Shire	Director of Environmental Services	0%	No action too date. National Tree Day program to be supported in June 2025. Temora Fight the Fruit Fly Committee in recess.		

## 5: Internal Objectives

### 5.1: Internal Strategies

#### 1: Assets

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Ensure Capital Proposals are optimised and supported by Council	Engineering Assets Manager	0%	No adopted framework to scrutinise capital proposals. Basic draft developed but not well tested, refined and implemented		
02	Assets - Ensure the identification of road assets operated by Council	Engineering Assets Manager	50%	Ongoing. Continual process. Currently capturing road drainage assets. Ancillary transport asset facilities are remaining and a future project (Safety Barrier, major signage, car parks, etc)		▲
05	Assets - Improve long term management of sewerage assets and ensure sustainable operation	Engineering Assets Manager	50%	Ongoing. Part way through undertaking largest CCTV inspection program Council has ever delivered. 10km in 2023/24 and 10km 2024/25 which will inspect about 30% of the total main pipe network. Council delivering a connection replacement program for defective connections. Council has approximately 2250 connections. Council is electronically recording sewer defect and accomplishment information.		▲
06	Assets - Provide long term management of transport assets including a review of Transport Asset	Engineering Assets Manager	50%	Future programs - Trade Waste & Storm Water Ingress Ongoing. Working to have new asset plans developed for next round of Integrated Planning and Reporting document publishing in early 2025		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	Management Plan and associated hierarchy plans every 4 years					
07	Ensure ongoing sustainability of Plant Replacement Program	Engineering Assets Manager	50%	Ongoing. Plant replacement fund is performing well and is self sustaining.		▲

2: Efficiency

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Present Council as a professional, efficient organisation	General Manager	70%	Council continues to review and update its policies and procedures as required. The implementation of the new Audit Risk and Improvement Committee (ARIC) has seen a focus on improving templates, reporting frameworks and associated policies and procedures that support the ARIC. The Fraud and Corruption Policy has been endorsed by ARIC and reported to Council for public exhibition and the Internal Audit Charter has been amended and will be reported to Council in December 2024. The new suite of Integrated Planning and Reporting documents are being reviewed following the community scorecard consultation (community survey) with further internal and external stakeholder engagement scheduled for February 2025.		▲
03	Ensure modern approach to engineering administration and management	Engineering Assets Manager	50%	Continually improving. Major improvement in WHS, and project administration in past few years, however, Engineering is a large and complex function and there are many areas that need to improve and continually improve into the future.		▲

**3: Governance**

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Maintain currency of Policies, Procedures and Business Rules	General Manager	75%	A significant number of Council policies and procedures have been prepared and/or updated in the past 6 months. All Councillor related policies have been reported to the new Council for endorsement and/or adoption following the 2024 local government election held in September.		▲
02	Provide Mayor and Councillors with sufficient depth of information to enable effective decision making based on sound legislative, economic, social and moral bases	General Manager	50%	Information and support is provided to the Mayor and Councillors through the provision of Council and Committee meetings, workshops and information as required. The Councillor induction program for the new term of Council is underway with a one-day session held with all Councillors on 14 October 2024, a REROC hosted induction program held on 9 November 2024 and strategic projects and integrated planning and reporting (IP&R) workshops delivered. A Councillor Professional Development Questionnaire has been distributed to all Councillors to support their individual and collective professional development.		▲

**4: Information Technology**

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	IT - Provision of Technology Plan for Temora Shire Council	Administration and Finance Manager	100%			●
02	IT - Take advantage of emerging trends and technologies	Administration and Finance Manager	50%	The Information, Communication & Technology (ICT) Strategy forms the governance for the management and advancement of the ICT systems in supporting the business strategies of Council. The strategy includes a Summary of Actions to assist in this outcome with allocated timeframes and encompasses taking advantage of emerging trends. A		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
03	IT - Optimise the use of business systems and applications	Administration and Finance Manager	50%	<p>The Information, Communication &amp; Technology (ICT) Strategy forms the governance for the management and advancement of the ICT systems in supporting the business strategies of Council. The strategy includes a Summary of Actions to assist in this outcome with allocated timeframes and encompasses optimising the use of business systems. Actions include reviewing the Keeper Password Manager trial, implementing Authority role based security, and implementing a suitable hardware register (Snipe IT). The IT Support Officer has been progressing these actions. In addition our Managed Service Provider (MSP) - Veritech Corporation works closely with our IT Support Officer, and other third party associates to ensure our systems continue to be fit for purpose.</p>		▲
04	IT - Monitor and optimise the use of IT infrastructure and technology	Administration and Finance Manager	50%	<p>The Information, Communication &amp; Technology (ICT) Strategy form the governance for the management and advancement of the ICT systems in supporting the business strategies of Council. The strategy includes a Summary of Actions to assist in this outcome with allocated timeframes. Included in the Summary of Actions is an action for replacement of the Virtual Servers. In addition our Managed Service Provider (MSP) - Veritech Corporation run monthly checks on servers and other network infrastructure.</p>		▲
05	IT - Review security issues pertaining to ITC	Administration and Finance Manager	50%	<p>Through the use of third party consultants, common vulnerabilities and exposures are actively being reviewed for relevance and actions are taken if necessary.</p>	Cyber Security NSW	▲




Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
06	IT - Review future direction of application software	Administration and Finance Manager	50%	The Information, Communication & Technology (ICT) Strategy forms the governance for the management and advancement of the ICT systems in supporting the business strategies of Council. The strategy includes a Summary of Actions to assist in this outcome with allocated timeframes and encompasses reviewing the future direction of software. The IT Support Officer has been progressing these actions. In addition our Managed Service Provider (MSP) - Veritech Corporation works closely with our IT Support Officer, and other third party associates to ensure our systems continue to be fit for purpose.		▲

**5: Risk Management**

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
02	Risk Management - Develop and implement a Risk Management Framework	Safety and Systems Coordinator	50%	Framework has been developed and is in place. Positive feedback on the framework was received from the members of ARIC and from Statewide Mutual in the Continuous Improvement Pathway program for 2024/2025. Risk Management activities to date have included a review of the Fraud and Corruption Risk Register, Strategic Risk Register and the completion of comprehensive playground inspections by Kidsafe NSW, as part of the Continuous Improvement pathway program. Future actions will include a review of the Business Continuity Plan, Remote Supervision Signs Procedure and further development of the risk registers.	Statewide Mutual	▲
03	Risk Management - Commit, as an organisation, to actions, policies and procedures	Safety and Systems Coordinator	50%	Notable Workplace Health and Safety (WHS) actions for the year to date include: - Review of Council's WHS Policy. - Improved WHS induction of Councillors. - Development and implementation of improved WHS		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
	that support a safe and healthy workplace.			practices at the works depot in relation to use and maintenance of plant and pallet racking. - Development and implementation of improved WHS Management Systems for use at Council managed quarries, with work to continue on this project into 2025.		

6: Staffing

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Ensure that succession planning of staff is in place and risk to Council operations are minimised	People & Culture Manager	50%	Employee Annual Appraisals complete for all areas. Further Talent review and succession discussions held with Engineering, Administration and Finance and Pinnacle Community Services. Attraction and Retention strategies reported to Council in June 2024 with expected planning and execution to be included in the upcoming Resourcing Strategy.		
02	Ensure optimal mix of staff to meet the operational needs of Council now and in the future	General Manager	50%	The implementation of actions from the HR Function Review report is continuing, with a focus on initiatives to support staff retention and attraction including a flexible workplace policy being developed, a four-day working week trial underway with the outdoor workforce and the staff consultative committee Charter and staff representation renewed. A staff engagement survey has recently been conducted with a response rate of just under 70%.		
03	Improve Council employment conditions and opportunities for people with challenging circumstances (family, disability)	People & Culture Manager	50%	Implementation of flexible work arrangements policy including remote work and the option to purchase additional leave.		



Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
04	Aim to become an employer of choice	People & Culture Manager	50%	Implementation of compressed work week trial and flexible work arrangements policy.		▲

### 7: Support Services

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Provision of Quarries that meet the needs of Council	Engineering Assets Manager	50%	Major administrative work and change required in this function. Council officers currently working through this and will report to Council in due course.		▲

### 8: Miscellaneous

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
01	Reduction in the financial cost, risk and disruption to Council works by Utility Providers	Engineering Assets Manager	50%	Currently reviewing Road Verge and Nature Strip Policy		▲
02	Provide facilities for administration staff that meet the needs of users	Director of Environmental Services	25%	Planning commenced. Katie Kieth Design engaged. Needs assessment completed. First drafts of proposed floor plan expected in Q3 2024/25		▲
03	Maintain relationships with external bodies	General Manager	50%	Council continues to be an active participant in regional and state based organisations including REROC, Eastern Riverina Arts, Visit Riverina, Riverina Regional Library Service, Country Mayors Association and LGNSW. In November the Mayor was elected to the role of Chairman,		▲

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Who can help - Partner	Traffic Lights
				and the General Manager nominated as Secretary to the NSW Country mayors Association for a 2-year term.		
04	Provide clear process for the conduct of events within Temora Shire	Economic Development Manager	50%	Eight event applications received during the reporting period using the online portal, including A Country Weekend Rod Run, Temora Town Markets, Temora Ribbon Run, V8 Superboats x 3, St Anne's Garden Viewing, and TBEG's Have A Very Local Christmas,		▲
05	Develop priority projects to 'shovel ready' level to take advantage of grant opportunities	Engineering Assets Manager	50%	We have a list of un-scoped projects, however, generally staff are able to develop high level project information required for grant applications. Ideally we achieve this action, however, resources asset management maturity limit achievement of this.		▲
06	Ensure adequate resources to fulfil the needs of residents	Director of Administration and Finance	50%	Council has advocated for the review of the rate peg methodology which has now been reviewed by IPART. NSW Parliamentary Inquiry into the ability of councils to fund infrastructure and services has released its report which contains recommendations indicative of recognition of the financial sustainability issues facing Councils in NSW.		▲

**13      ENGINEERING SERVICES**

Nil

**14      ENVIRONMENTAL SERVICES**

Nil

**15      ADMINISTRATION AND FINANCE**

Nil

**16      CORRESPONDENCE**

Nil

**17      BUSINESS WITH NOTICE**

Nil

**18      NOTICE OF MOTION**

Nil

**19      BUSINESS WITHOUT NOTICE - URGENT**

**20 COUNCILLORS INFORMATION PAPER****RESOLUTION 8/2025**

Moved: Cr Graham Sinclair

Seconded: Cr Narelle Djukic

It was resolved that the Information Reports be received.

**CARRIED**

**20.1 WORKS REPORT - NOVEMBER 2024**

**File Number:** REP25/28

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** Nil

**WORKS REPORT – DECEMBER 2024****Main Roads**

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

**Local Roads**

- Howards Road upgrade
- MR 398 heavy patching
- Frater’s lane resheet
- Mirrool Road pipe culverts
- Maintenance grading
- Slashing and Spraying
- Old Coota Road sealing

**Urban Temora & Aria Park**

- Urban slashing and spraying
- Urban heavy patching
- Aria Park dam desilt
- Loftus St kerb and gutter
- 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 January 2025**

- Howards Road upgrade – Bridge culverts
- Pucawan upgrade project
- Kurrajong and Thom Street upgrade
- Pipe culverts on Wallundry Road
- Wallundry Road resheet prep
- Maintenance grading of rural road when weather permits
- Weed spraying and slashing
- Nixon's Lane pipes and cutoff wall

***Report by Pat Kay***

**20.2 BUILDING APPROVALS - DECEMBER 2024**

**File Number:** REP25/16  
**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 66/2024 – Lot 11; DP 1101245 – 215 De Boos Street, Temora – Construction of a Carport
- ✓ DA/CC 69/2024 – Lot 174; DP 750603 – 24 Haeuslers Rod, Springdale – Demolition of an Existing Building and Construction of a New Dwelling
- ✓ DA 73/2024 – Lot 2; DP 1032804 - 100 Schuberts Road, Trungley Hall – Vehicle Repair Business at Residential Address
- ✓ DA 74/2024 – Lot 7; DP 13604 - 31 Coolamon Street, Arian Park – Business Premises
- ✓ DA/CC 78/2024 – Lot 2; DP 1289146 – 11 Harrier Street, Temora – Construction of a New Dwelling and Addition to Existing Garage/Shed
- ✓ DA/CC 80/2024 – Lot A; DP 348471 – 121 Victoria Street, Temora – Construction of a Residential Storage Shed/Garage and a Carport
- ✓ DA 82/2024 – Lot 52, 65, 97, 98; DP 750592 – 538 and 738 Reynolds Lande, Combaning - Subdivision

**COMPLYING DEVELOPMENT CONSENTS ISSUED**

- ✓ CDC 48/2024 – Lot 2; DP 803735 – 88 De Boos Street, Temora – Construction of a Residential Storage Shed/Garage
- ✓ CDC 49/2024 – Lot 4; DP 1013574 – 178 Crowley Street, Temora – Installation of an Inground Swimming Pool

**20.3 REGULATORY CONTROL - END OF DECEMBER 2024 AND START OF JANUARY 2025****File Number:** REP25/29**Author:** Secretary Engineering**Authoriser:** General Manager**Attachments:** Nil

Item	Inspection/ Incidents (Number)	Orders Issued Y/N	Penalty Infringement Y/N	Notes
Illegal Parking	7	No	No	7x inspections - 5 no issues - 2 warning
Scooters & Bikes	0	No	No	NIL
School Zones	23	No	No	23x inspections
Noise	4	Yes	No	4x noise complaints - 3x fireworks - 1x loud music
Air Quality	0	No	No	NIL
Illegal Dumping/Littering	3	No	No	3x reports - 3x dumped house-hold goods
Overgrown/Untidy Blocks	5	No	No	5x inspections - 5x ongoing
Lake Walking Track	51	No	No	51x inspections
Animal Welfare	19	No	No	19x inspections - 7x ongoing - 12x solved
Dangerous Dogs	1	No	No	1x report with police contacted - Solved
Impounded	5	No	No	5x pound
Noise Animals	3	No	No	3x inspections - 1x nothing found - 2x
Nuisance Animals / Trapping	5	No	No	5x reports - 3 cat trap issued - 2 remove feral cat
Dead Animal Removal	6	No	No	2x kangaroo 2x ducks 2x cat
Keeping of Horses in Residential Areas	2	No	No	2x inspection - ongoing
Main Street Sign Approvals Inspections	0	No	No	NIL
Rural Stock Incidents	6	No	No	6x inspections/call outs
Fruit Fly	0	No	No	NIL
Euthanised	4	No	No	4x feral cat

Other	27	No	No	10x 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***



**20.4 BORROWINGS**

**File Number:** REP24/937  
**Author:** Director of Administration & Finance  
**Authoriser:** Director of Administration & Finance  
**Attachments:** Nil

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

Purpose	Loan Amount	Interest Rate	Annual P + I Payments	Balance @ 31/12/2024	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	\$1,087,009	20 yrs	2042
Totals			\$498,689	\$2,019,446		

*Report by Elizabeth Smith*

**20.5 CASH AND INVESTMENTS FOR PERIOD ENDED 31 DECEMBER 2024**

**File Number:** REP25/30

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Cash and Investments [↓](#) 



**Temora Shire Council**  
**Cash & Investments**  
 For the period ended 31st December, 2024

	Original Budget 2024/25	Revised Budget 2024/25	Actual YTD Figures
<b>Externally Restricted</b>			
Sewerage Services	5,511,830	5,428,531	4,414,795
Domestic Waste Management	1,451,750	1,451,750	1,604,482
Stormwater Drainage Flood Studies & Construction Programs	325,994	325,994	458,908
S94 Contributions	615,213	615,213	895,481
Unspent Restricted Grants	1,618,963	1,618,963	984,290
Pinnacle Externally Restricted	1,023,562	1,023,562	717,152
<b>Total Externally Restricted</b>	<b>10,547,312</b>	<b>10,464,013</b>	<b>9,075,109</b>
<b>Internally Restricted</b>			
Pinnacle Internally Restricted	4,149,927	4,149,927	4,262,748
Other Waste Management	518,473	518,473	595,182
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	1,155,607
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	4,822
Medical Complex Development	41,009	41,009	41,009
Infrastructure *	669,317	611,817	1,297,436
Infrastructure - Airpark Estate	203,565	203,565	200,033
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	59,811
Youth Donations	2,427	2,427	4,070
Revotes	854,150	854,150	496,007
Airside Maintenance	187,511	187,511	185,072
Temora Agricultural Innovation Centre Maintenance Reserve	3,669	3,669	23,198
Regional Local & Emergency Roads Repair Program	1,499,065	1,499,065	2,570,497
Heritage Grants	15,000	15,000	5,000
<b>Total Internally Restricted</b>	<b>17,928,429</b>	<b>17,870,929</b>	<b>15,090,637</b>
<b>Total Restricted Reserves</b>	<b>28,475,741</b>	<b>28,334,942</b>	<b>24,165,746</b>
*Infrastructure reserve contains \$244,430 of funds which are not allocated to specific projects			
<b>Cash &amp; Investments</b>			
Westpac Cheque Account			980,525
AMP Business Saver Account			794,848
AMP Notice Account			902,999
Macquarie Bank Cash Management Accelerator Account			871,930
Westpac Cash Reserve			1,498,147
Term Deposits held with:			
Bank of Queensland			2,027,081
National Australia Bank			12,633,507
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
<b>Total Cash &amp; Investments</b>	<b>28,475,741</b>	<b>28,334,942</b>	<b>25,223,728</b>
<b>Less Funds required for operational purposes</b>			<b>(1,000,000)</b>
<b>Cash &amp; Investments Available for Reserves</b>	<b>28,475,741</b>	<b>28,334,942</b>	<b>24,223,728</b>
<b>Funding Surplus</b>			<b>57,982</b>

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

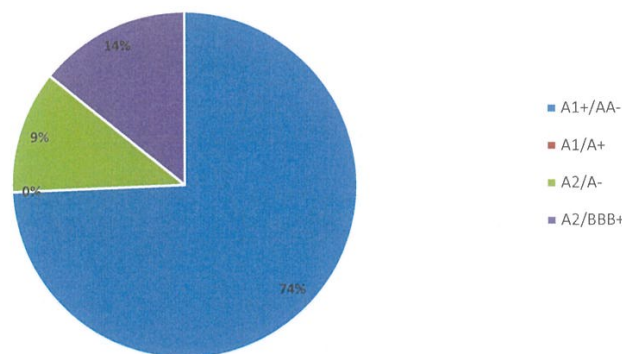
  
 Elizabeth Smith  
 Director Administration & Finance



**Temora Shire Council**  
**Cash & Investments**  
 For the period ended 31st December, 2024

Institution	Rating	Type	Date Lodged	Rate	Term (days)	Maturity Date	Amount Invested	Institution Total
<b>Cash Held</b>								
Westpac Bank	A1+/AA-	Cheque account		0.00%			980,524.73	
Westpac Bank	A1+/AA-	Cash Reserve		1.35%			1,498,147.27	2,478,672.00
Macquarie Bank	A1/A+	Cash Management Accelerator Account		4.75%			871,929.80	871,929.80
AMP Bank	A2/BBB+	Business Saver		3.30%			794,847.56	
AMP Bank	A2/BBB+	31 Day Notice Account		5.20%	31		902,998.76	1,697,846.32
							<b>Total Cash Held</b>	<b>5,048,448.12</b>
<b>Investments Held</b>								
Bank of Queensland	A2/A-	Term Deposit	22/06/23	5.25%	1096	22/06/26	500,000.00	
Bank of Queensland		Term Deposit	19/06/24	4.95%	735	24/06/26	500,000.00	
Bank of Queensland		Term Deposit	1/03/23	4.95%	730	28/02/25	500,000.00	
Bank of Queensland		Term Deposit	11/12/24	5.10%	231	30/07/25	527,080.95	2,027,080.95
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	18/12/24	5.00%	364	17/12/25	1,050,720.55	12,633,507.41
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	
			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
							<b>20,175,280.14</b>	<b>20,175,280.14</b>
<b>Total Cash &amp; Investments</b>								<b>25,223,728.26</b>

Standard & Pooers Short Term/Long Term Credit Ratings



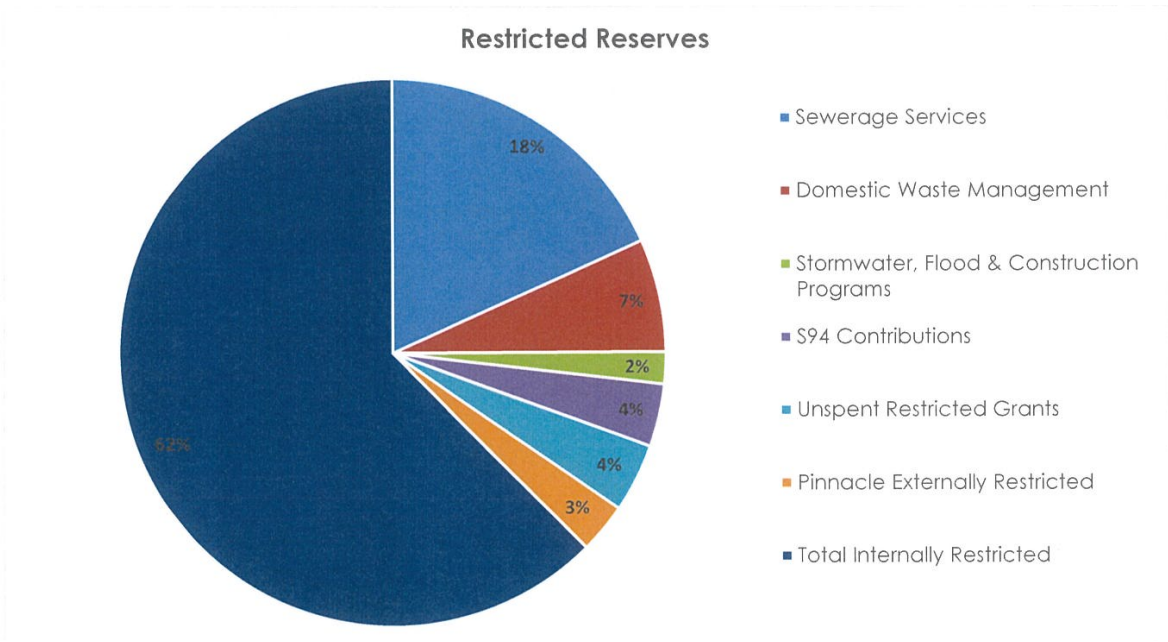
Graph One - proportion of investments held by Standard & Pooers credit ratings.



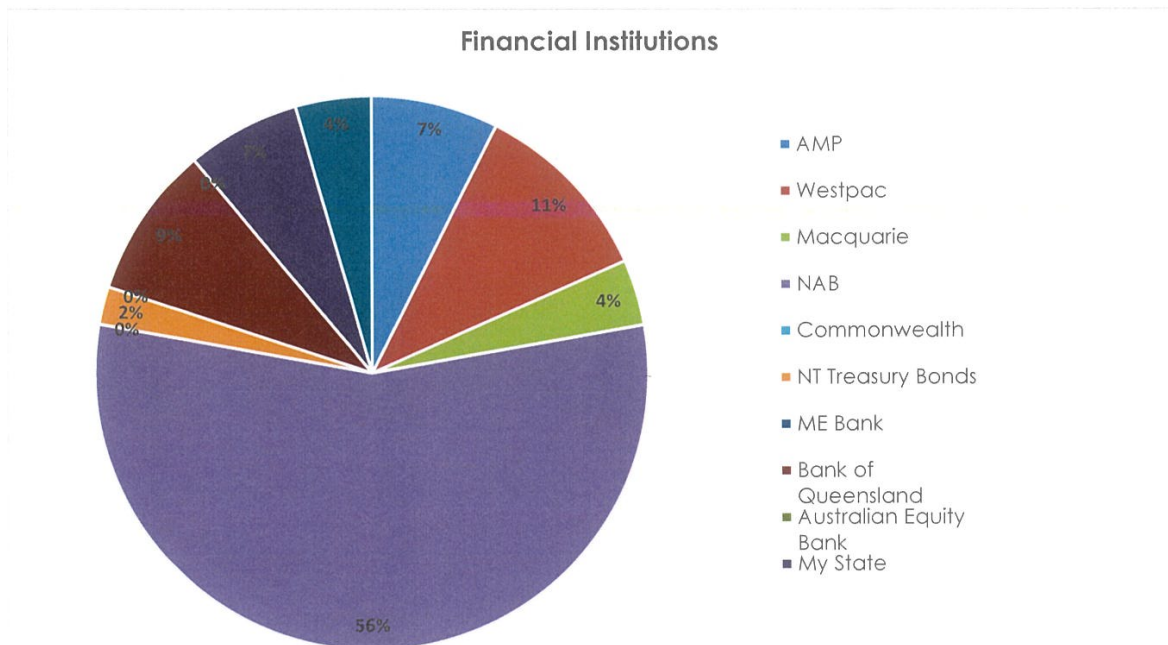
Temora Shire Council

**Cash & Investments**

For the period ended 31st December, 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.

**20.6 RATES REPORT - DECEMBER 2024**

**File Number:** REP25/13

**Author:** Executive Assistant

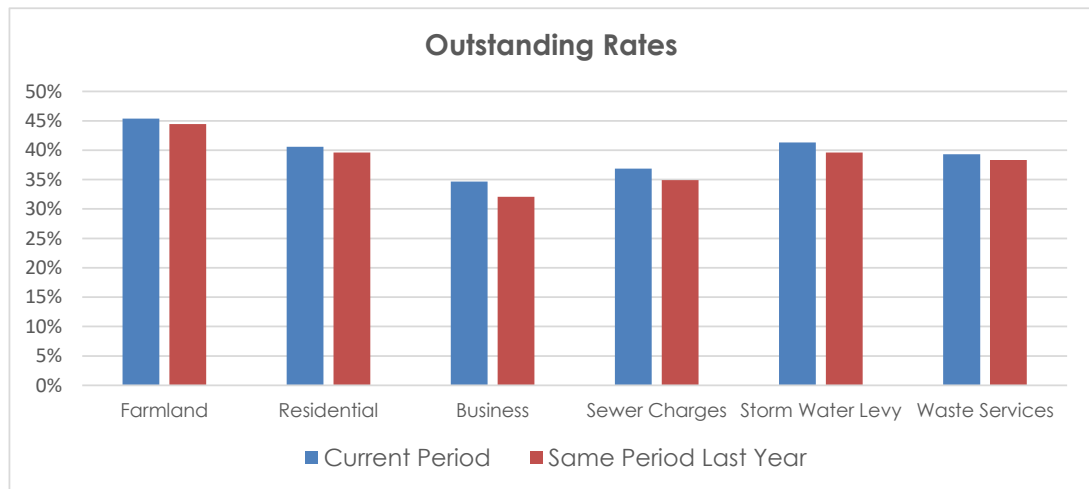
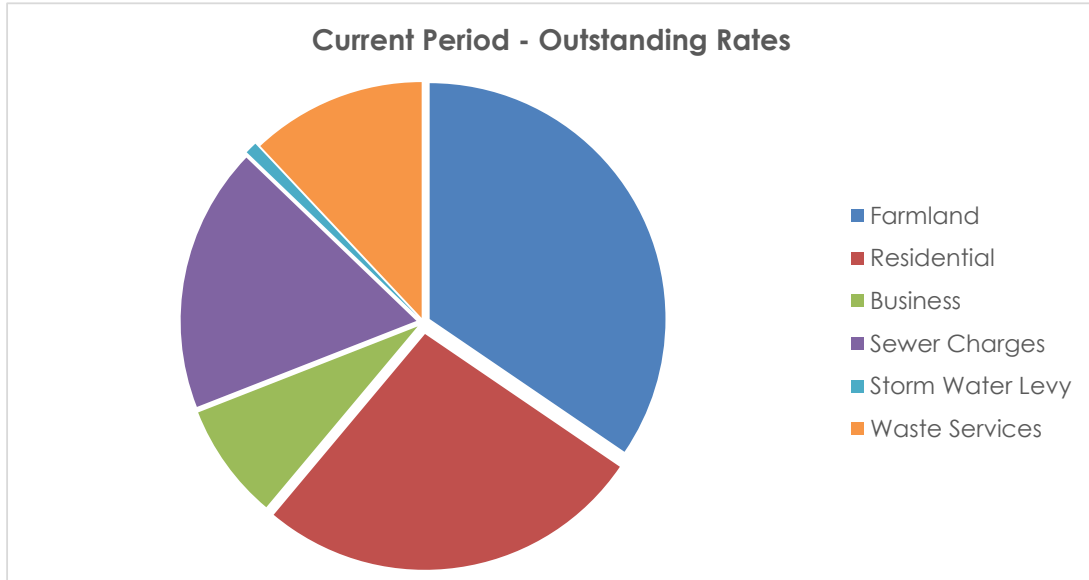
**Authoriser:** General Manager

- Attachments:**
1. Rates Collection [↓](#) 
  2. Rates Chart [↓](#) 



Temora Shire Council  
**Rates Collections**  
 For the period ended 31st December, 2024

General Rates Category	Total Rates Levied (Incl Arrears)	Pension Rebates	Payments	Rates		Rates	
				Outstanding \$	Outstanding %	Outstanding \$	Outstanding %
Fairland	2,232,261.08	(2,987.27)	(1,218,078.64)	1,011,195.17	45%	949,020.16	44%
Residential Temora - Occupied	1,572,270.25	(73,618.10)	(884,171.93)	614,480.22	41%	557,936.25	40%
Residential Temora - Vacant	100,654.78	0.00	(60,152.21)	40,502.57	40%	31,170.71	44%
Residential - Ariah Park	92,183.15	(6,699.85)	(49,301.95)	36,181.35	42%	35,715.21	43%
Residential - Springdale	15,592.78	(1,044.39)	(7,818.70)	6,729.69	46%	6,789.10	50%
Rural Residential	177,213.30	(9,294.38)	(107,407.11)	60,511.81	36%	53,414.26	34%
Residential - Temora Aviation	51,706.25	(860.60)	(30,829.72)	20,015.93	39%	19,251.69	41%
Business Temora - Hoskins Street	301,420.45		(193,017.51)	108,402.94	36%	102,302.52	35%
Business Temora - Town	303,847.40		(201,878.74)	101,968.66	34%	85,444.16	29%
Business Temora - Aviation	30,269.51		(18,419.95)	11,849.56	39%	10,121.60	35%
Business - Ariah Park	26,035.45		(16,132.49)	9,902.96	38%	8,996.28	39%
Business - Other	11,050.95		(9,928.42)	1,122.53	10%	1,066.87	10%
<b>Services</b>							
Residential Sewer Charges	1,278,206.71	(35,966.21)	(736,368.12)	505,872.38	41%	444,361.42	39%
Non-Residential Sewer Access & Usage Charges	198,162.65		(173,284.11)	24,878.54	13%	15,774.96	9%
Storm Water Levy	58,418.58		(34,277.82)	24,140.76	41%	22,800.41	40%
Domestic & Rural Waste Services	771,535.16	(37,843.49)	(439,641.67)	294,050.00	40%	265,666.74	39%
Trade Waste Services	160,745.97		(103,315.44)	57,430.53	36%	52,774.60	35%
Overpayments	(133,402.25)		73,029.05	(60,373.20)		(43,796.77)	
Legal charges	15,046.29		(4,809.64)	10,236.65		12,936.41	
<b>Total</b>	<b>7,263,218.46</b>	<b>(168,314.29)</b>	<b>(4,215,805.12)</b>	<b>2,879,099.05</b>	<b>40%</b>	<b>2,631,746.58</b>	<b>39%</b>






**20.7 TEMORA MEMORIAL TOWN HALL - DECEMBER 2024**

**File Number:** REP25/19

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Town Hall [↓](#) 



Temora Shire Council

## Temora Memorial Town Hall Income & Expenditure

For the period ended 31st December, 2024

	Current YTD	Prior YTD
<b>Income</b>		
Facility Hire	11,074	14,548
Other Sundry Income	-	-
<b>Total Income</b>	<b>11,074</b>	<b>14,548</b>
<b>Expenditure</b>		
Utilities		
Electricity & Gas	(3,168)	(3,973)
Rates	(4,499)	(4,279)
Water	(220)	(257)
Cleaning	(5,562)	(6,815)
Maintenance	(7,343)	(9,231)
Administration		
Employee Costs	(3,074)	(3,005)
Depreciation *	(52,962)	(51,798)
Insurance	(28,642)	(28,424)
Organisation Support Costs *	(32,613)	(25,404)
Other/Miscellaneous	-	-
<b>Total Expenditure</b>	<b>(138,083)</b>	<b>(133,185)</b>
<b>Total Town Hall Surplus/(Deficit)</b>	<b>(127,009)</b>	<b>(118,637)</b>
Internal Hire/Donation	2,206	1,015

\* Note: December quarter expenditure estimated. Actual costs have not yet been processed.

**20.8 TEMORA TOWN HALL THEATRE - DECEMBER 2024**

**File Number:** REP25/17

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Town Hall Theatre [↓](#) 



Temora Shire Council

## Temora Town Hall Theatre Operating Statement

For the period ended 31st December, 2024

	Current YTD	Previous YTD
<b>Candy Bar</b>		
Income	23,709	17,474
Purchases	(6,876)	(5,817)
	16,833	11,657
<b>Admissions</b>		
Income	37,865	29,150
Gold Class Ticket Sales	2,160	1,842
Audio Visual Purchases	(16,479)	(17,832)
	23,545	13,159
<b>Other Income</b>		
Facility Hire	2,864	1,691
Donations	-	491
Event Catering Income	-	990
Sale of Advertising	191	-
	3,055	3,172
<b>Other Costs</b>		
Advertising	(33)	-
Bank Fees	(644)	(682)
Building Maintenance	(231)	(228)
Cleaning	(1,877)	(1,235)
Computer Costs	(2,717)	(1,146)
Employee Costs	(17,583)	(15,133)
Event Catering Expenses	(1,638)	(2,326)
General Maintenance	-	(225)
Insurance	(7,520)	(7,446)
Licences & Permits	(229)	(253)
Materials Purchased	(114)	(1,981)
Rates & Electricity	(4,036)	(3,989)
Stationery & Office Consumables	-	(8)
Sundry Expenses	21	(2)
Telephone & Internet	(603)	(604)
Volunteer Support	(137)	(328)
Depreciation *	(1,181)	(1,133)
	(38,524)	(36,717)
<b>Total Cinema Surplus/(Deficit)</b>	<b>\$ 4,909</b>	<b>(\$ 8,729)</b>
Internal Hire/Donation	164	-

\* Note: December quarter depreciation has been estimated

**20.9 SPRINGDALE COMMUNITY COMMITTEE MINUTES HELD 17 NOVEMBER 2024**

**File Number:** REP25/10

**Author:** Executive Assistant

**Authoriser:** General Manager

**Attachments:** 1. Springdale Community Committee [↓](#) 

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# Springdale Community Committee

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Meeting opened: 5.06pm    DATE: 17.11.2024

**Present:** Les, Ken, Claire, Pat, Annie, Brad, Cass, Brad, Vinni, Jess

**Apologies:** Jodi

**Minutes of previous meeting.** Read and accepted. Moved by Jess, seconded by Vinni.

**Business arising from minutes:**

- Movie night went ahead. There were roughly 12 people who attended. The night was a success.
- Vinni purchased a merchant square from Harvey Norman at a cost of \$65.00. It was very helpful and used often during the lunch service for the hot rods event. It will be very useful for future functions.
- The Jindalee Feedlot catering job was cancelled due to predicted storms. SCC was not required to provide morning tea.
- The Hot Rod weekend proved to be a top weekend. Participants enjoyed a trip to Marrah and Barmedman as well as the normal activities in Temora and Springdale. Approx \$2500 was raised for the Temora Can Assist Branch across the whole weekend. SCC catering was successful and profitable. Thank you to Cass and Brad who were an enormous help at lunch and to everyone who helped prepare and serve dinner at the Town Hall.

**Treasures report:** Moved by Vinni, seconded by Brad.

**Correspondence:**

*Incoming:* NIL

*Outgoing:* Nil


**General Business:**

- We would like to welcome back Councillor Ken Smith to Temora Shire Council and as the returning council representative to SCC. It's great to have Ken back on board.
- New Years celebrations will again be going ahead. The band is booked and some tables have already been booked. Door prices will stay the same at \$10 per head. We will run another meat raffle. Pat and Annie Thorne have kindly donated \$100 which will cover the cost of the meat raffle. Doors will open at 6:30pm and the band will start at 8pm. Tea, coffee and soft drink will be available for purchase. BYO nibbles and drinks. An add will go in the local paper and flyers put around town to advertise the event.

**Meeting closed at 5.43pm**

Next meeting to be held on the 19<sup>th</sup> January 2025 at 5pm.

**20.10 FRIENDS OF TEMORA SHIRE CEMTERIES MINUTES HELD 2 DECEMBER 2024**

**File Number:** REP24/1237  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** 1. FOTSC [↓](#) 



## FRIENDS OF THE TEMORA SHIRE CEMETERIES (Incorporated with the Temora Shire Council)

.....  
Ilan Preston (Group Pres)      Pat Taylor (Hon Sec)      Temora Shire Council  
32 Gallipoli St                      22 Lawson Rd Temora 2666      PO Box 262  
Temora NSW 2666                      Meryll Graham (Hon Treas.)      Temora NSW 2666  
Ph. 0428 729 410                      PO Box 251 Temora 2666      Ph. 02 6980 1100  
Email us at: temshire@temora.nsw.gov.au - be sure to direct it for our attention.  
-----

### Minutes of the Friends of the Temora Shire Cemeteries Meeting Monday 2 December 2024 held at Hillview Park, Temora.

**Meeting Opened:** 11.33am.

**Attendance:** Ian Preston, Rick and Pat Taylor, Wilma McCubbin, Mavis Cassidy, Lyn and Michael Wells, Meryll Graham, Bob Hudson, Rosemary Wood, Barb Harmer, Errol Schmetzer and Kris Dunstan.

**Apologies:** Harold Fritsch, Pam Beurckner, Betty Brabin, Sal Hurst, Brian Murray, Annie Bennett, Michael Mullany, and Keith Cassidy. Accepted.

**Minutes:** Minutes of the previous meeting were read by Pat. Moved by Mavis Cassidy, 2<sup>nd</sup> by Lyn Wells. Carried.

#### Business Arising:

Raffle: This was well supported. Pat thanked those who gave their time to sell tickets

Facebook: Lyn Wells has made enquiries regarding this with Lauren Carr. Meryll to follow up with Lauren Carr regarding our specific details and how we can develop our own stand-alone Facebook page.

**Treasurer's Report:** Meryll presented her report which shows account balance of \$32,446.87, and moved her report be accepted as read. 2<sup>nd</sup> Barb Harmer, carried.

Meryll explained that the special interest-bearing account had matured and as the account is no longer available, Meryll transferred the balance into a new interest-bearing term deposit account.

#### Correspondence:

##### Outward:

- Nil

##### Inward:

- Received from General Manager, Melissa Boxall informing us that no Councilor was elected to represent Council on our committee, but a staff representative will attend meetings.
- Email from Melissa Boxall recommending we contact Lauren Carr regarding our Facebook page.

Correspondence moved by Wilma McCubbin, 2<sup>nd</sup> Michael Wells. Carried.

#### General Business:

1. TREE PRUNING: Michael Wells to discuss with Bruce Firman. Meryll will make enquiries with John Minchin to ascertain if he is available to prune.
2. BROWN SHED: Has been painted, gutters posts and down pipes yet to be painted. Toilet interior has also been painted.
3. INFORMATION EXCHANGE:

Pat, on behalf of the Taylor family thanked FOTSC for their work done at the Barmedman Cemetery.

Meryll thanked everyone for their attendance at her recent book launch – *"Mixed Fortunes"*.

Kris informed the meeting that work on rows G.H. and I.J. in the Lawn Cemetery will start in February 2025.

Ian raised the matter of ongoing drainage issues at the north-western end of the Lawn Cemetery. Possibly consult with Council engineer to help resolve this issue, possibly dig a channel drain along the fence line to prevent water draining through the graves.



Michael enquired about the new cemetery regarding the commencement of works to remove trees and clear the land, before the trees become much bigger and to manage the grass and weeds. Kris has spoken with a contractor. Work on hold at this time.

**Next Meeting:** Monday 3 March 2025 commencing at 10.00am at Temora Shire Council Chambers.

President Ian wished all a merry Christmas.

Meeting Closed 12 noon.

**20.11 LAKE CENTENARY MANAGEMENT COMMITTEE MINUTES HELD 17 DECEMBER 2024**

**File Number:** REP24/1240  
**Author:** Executive Assistant  
**Authoriser:** General Manager  
**Attachments:** 1. LCMC  



### **Lake Centenary Management Committee Meeting**

17/12/2024 – Temora Hotel

Meeting opened: 7.40PM

**Present:** Simon Forsyth, Amber Crawford, Adam Blachut, Amanda Blachut, Paul Mahon & Blake Forsyth.

**Apologies:** Grant Kelly, Brent Crawford & Brett Cornford

#### **Last Meeting minutes read & accepted:**

Moved: Amber Crawford

2<sup>nd</sup>: Adam Blachut

#### **Matters arising:**

Simon has sent an email to TSC regarding the concerns about dogs not on leads at the lake & also the cleanliness of the amenities at the lake. He will advise when a response is received.

LCMC received a quote for the replacement of the shade sail for southern bank from Riverina Shade Solutions \$2066.90 inc. Approval was unanimously given at prior meeting to go ahead with replacement & this will be installed in the very near future.

#### **Treasures report:**

Bank balance of \$54314.31

Expenses: Nil

Incoming: \$1520 in gate fees both direct debited & through Ampol Temora

Moved: Amanda Blachut

2<sup>nd</sup>: Simon Forsyth

#### **Correspondence in:**

The quote from Riverina Shade Solutions at \$2066.90.

**Correspondence out:**

Simons emails to council regarding the dogs not on leads & amenities at the Lake.

**General Business:**


Council has now completed the post & rail fencing. Looks terrific & Simon will contact Ram to commend council on a job well done.

Paul & Mel Boxsell attended the Riverina Tourism event at the Lake.

LCMC Facebook page has been gathering momentum & receiving engagement on posts.

Next meeting: TBA

**General Meeting closed at 8.00pm**

**20.12 SACRED HEART PARISH - THANK YOU****File Number:** REP25/2**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Sacred Heart Parish [↓](#) 

Thank you to Council for the use of Callaghan Park and the mobile stage for the Christmas Eve Mass on 24 December 2024.

# SACRED HEART PARISH TEMORA

Parish Priest: Fr Sijo Jose

St Mary's Presbytery  
Phone: 02 69772104  
Email: [temora@cg.org.au](mailto:temora@cg.org.au)

PO Box 78  
111 Loftus Street  
TEMORA NSW 2666

20<sup>th</sup> December 2024

Ms Melissa Boxall  
Temora Shire Council  
105 Loftus Street  
TEMORA NSW 2666

Dear Ms Boxall

RE: **USE OF CALLAGHAN PARK & MOBILE STAGE**

Thank you for the use of Callaghan Park and the mobile stage for the Christmas Eve Mass to be held on Tuesday 24<sup>th</sup> December 2024.

Our sincere thanks also for waiving the cost of delivery and removal of mobile stage.

Yours sincerely



Fr Sijo Jose  
Parish Priest

**20.13 TEMORA CHRISTIAN LEADERS - THANK YOU****File Number:** REP25/4**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Christian Leaders [↓](#) 

Thank you to Council for the use of Gloucester Park, mobile stage and the banner across the street for the Carols in the Park held on 14 December 2024.



23.12.2024

Temora Shire Council,  
105 Loftus St  
TEMORA NSW 2666



Good Morning,

This letter is to say a big "Thank You" for your involvement with the "Carols in the Park" Service on 14<sup>th</sup> December 2024.

On behalf of the Temora Christian Leaders (& the local Baptist Church who hosted this year's service) we wish to convey our appreciation to Council for their generosity in allowing us to use Gloucester Park; the use of the Mobile Stage; the placement of the Banner across the main street for the week leading up to the Event and after the Event until Christmas.


The local Council has always been very involved in Community affairs, and on this occasion was no different. Your generosity and time allowed for Employees to "set everything up" in readiness for this Event etc, is truly appreciated, more than words can express.

Regards,



Joy Cornford

(On behalf of Temora Christian Leaders)

**20.14 IZUMIZAKI COUNCIL - THANK YOU****File Number:** REP25/6**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Izumizaki Council [↓](#) 

Thank you for kind message sent with the visiting guests from Temora recently to celebrate the 35<sup>th</sup> Anniversary of the Sister City Relationship.

Dear Mayor Rick Firman,

Thank you for your kind message sent with the visiting team from Temora.

Celebrating our 35th anniversary of our Sister City relations and receiving your precious souvenir was wonderful. I would like to say, again, a heartfelt “Thank you!”

It was a wonderful opportunity to be able to talk about our history and shared memories.

As stated in the letter, we would love to form a visiting group in Izumizaki to visit Temora Town and return your kindness at a later opportunity. At that time, we will contact you again.

It is important for us to maintain this special relationship.

Merry Christmas & Happy New Year  
December 2024

Mayor of Izumizaki  
Yannai Norikatsu

箭内 憲勝



**20.15 STEPH COOKE MP - TOBACCONISTS****File Number:** REP25/8**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. **Cooke - Tobacconists** [↓](#) 

A response from the Parliamentary Secretary for Health and Parliamentary Secretary for Regional Health Dr Michael Holland MP regarding how the NSW Government is dealing with Tobacconists across NSW.



Our Ref: SC271816/KH  
(in reply please quote)

Temora Shire Council  
Mayor Cr Rick Firman  
PO BOX 262  
TEMORA NSW 2666  
temshire@temora.nsw.gov.au

Dear Mayor Firman

*Rick,*

I refer to earlier correspondence regarding current information in relation to how the NSW Government is dealing with 'Tobacconists' across New South Wales.

A response from the Parliamentary Secretary for Health and Parliamentary Secretary for Regional Health, Dr Michael Holland MP has been received, a copy is attached for your information.

Thank you once again for bringing your concerns to my attention. Please do not hesitate to stay in touch should you require any further assistance.

Yours sincerely

*Stephanie Cooke*

**Steph Cooke MP**  
Member for Cootamundra

*12.12.2024.*

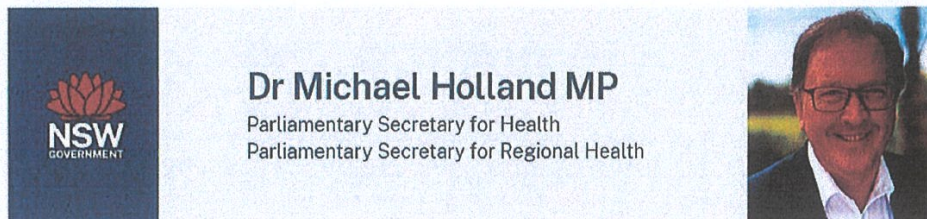


## Steph Cooke MP, Member for Cootamundra

Young Office: 140 Boorowa Street (PO Box 350) Young NSW 2594 Phone: 6382 2399 Fax: 6382 3144

Junee Office: 25 Seignior Street (PO Box 338) Junee NSW 2663 Phone: 6924 2533 Fax: 6924 1537

[f /StephCookeMP](#) [@StephCookeMP](#) [cootamundra@parliament.nsw.gov.au](mailto:cootamundra@parliament.nsw.gov.au) [www.stephcooke.com.au](http://www.stephcooke.com.au)



Ms Steph Cooke MP  
Member for Cootamundra  
[cootamundra@parliament.nsw.gov.au](mailto:cootamundra@parliament.nsw.gov.au)

Ref: M24/6682

**Tobacconists in Temora Shire (your ref: SC271816/KH)**

Dear Ms Cooke

Thank you for writing on behalf of Councillor Rick Firman, Mayor of Temora Shire Council, about illegal tobacco and e-cigarette retailing in Temora Shire. Minister Park has asked me to respond.

I acknowledge the concerns raised and appreciate your advocacy on this matter.

NSW Health is committed to protecting the community from the harms of tobacco use and vaping and has an active compliance and enforcement program for [tobacco and e-cigarette retailing laws](#). Enforcement is one part of NSW Health's comprehensive approach, which also includes public awareness and education campaigns and quit smoking/vaping support.

The NSW Government is actively working to strengthen tobacco and e-cigarette compliance and enforcement through legislative reform. Legislation has recently been introduced into the NSW Parliament to amend the *Public Health Tobacco Act 2008*. This is to establish a new tobacco retailing licensing scheme and increase penalties for tobacco related offences. To align NSW with the national vaping reforms, specific NSW offences that ban the supply and possession of vaping goods, unless authorised for therapeutic use, are also before NSW Parliament.

Together, these legislative amendments are intended to increase compliance with tobacco retailing laws, support enforcement, deter the selling of tobacco products to minors, and prevent the sale of illicit tobacco and illegal vaping products. Suspected breaches of tobacco retailing laws can be reported through the [NSW Health website](#). These reports inform NSW Health's compliance and enforcement activities.

Thank you again for writing. For more information, please contact Ms Meredith Claremont, Executive Director, Centre for Population Health, Ministry of Health, at [meredith.claremont@health.nsw.gov.au](mailto:meredith.claremont@health.nsw.gov.au) or on 9461 7122.

Yours sincerely

**Dr Michael Holland MP**  
Parliamentary Secretary for Health  
Parliamentary Secretary for Regional Health

52 Martin Place, SYDNEY NSW 2000

**21 CONFIDENTIAL REPORTS****RESOLUTION 9/2025**

Moved: Cr Belinda Bushell

Seconded: Cr Narelle Djukic

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 4:27pm.

**21.1 Staff Incentive Program**

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

**REP24/1105**

**Moved: Cr Belinda Bushell**

**Seconded: Cr Nigel Judd**

**It was resolved that Council awards an employee Incentive Award to the staff listed above.**

**CARRIED**

**21.2 Gravel Purchase**

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.

**REP25/32**

**Moved: Cr Anthony Irvine**

**Seconded: Cr Paul Mahon**

**It was resolved that Council enter into a purchase agreement with the interested party at the rate recommended within the report.**

**CARRIED**

**CARRIED**

**RESOLUTION 10/2025**

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 4:42pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 20 February 2025.

.....

**GENERAL MANAGER**

.....

**CHAIRMAN**