Business Paper

Ordinary Meeting

Tuesday, 16th December 2025
1.00pm

Vision

Where our people are resilient, healthy and safe, living together with a strong sense of community in a vibrant and prosperous economy.

Mission Statement

To be a progressive rural council committed to:

- Caring for the welfare of our communities
- Protecting and enhancing the environment;
- Building a climate that encourages opportunities for all;
- Managing the Council's resources in an open and accountable manner consistent with the principles of value for money and equity.

Corporate Values

Integrity
We will be honest, fair and ethical in all our dealings, complying with the letter and the spirit of the law. We will make decisions in an unbiased, objective manner devoid of any personal interests or prejudices. We will treat all people with respect.

Openness
We will be readily accessible and will be transparent in all our dealings. We will communicate truthfully and regularly with our community. We will give reasons for our decisions.

Responsiveness
We will consult with our community and other stakeholders and be guided by their wishes. We will deliver on our promises.

Quality of Service
We will strive to provide best-practice services through continuous improvement and embracing new ideas and we will respond promptly to service problems.

Principles

Council has reviewed its guiding principles in line with the new requirements resulting from the Local Government reform process which are now:-

- actively engage local communities, including through integrated planning and reporting;
- be transparent and accountable;
- recognise diverse needs and interests;
- have regard to social justice principles;
- have regard to the long term and cumulative effects of its actions on future generations;
- foster ecologically sustainable development;
- effectively manage risk;
- have regard to long term sustainability;
- work with others to secure services that are appropriate to meet local needs;
- foster continuous improvement and innovation;
- act fairly, ethically and without bias in the public interest; and
- endeavour to involve and support its staff.

Hay Shire Council
ABN: 84 075 604 155
134 Lachlan Street PO Box 141 HAY NSW 2711
Telephone: 02 6990 1100 Facsimile: 02 6993 1288
Email: mail@hay.nsw.gov.au Website: www.hay.nsw.gov.au

11th December 2025

The Mayor and Councillors
Hay Shire Council
PO Box 141
Hay NSW 2711

Ladies and Gentlemen:

NOTICE OF MEETING

I have to inform you that an Ordinary Meeting of the Council will be held in the Council Chambers, Hay on:

Tuesday, 16th December to be held 1.00pm
in the Council Chambers.

The agenda for the meeting is as follows:

1. Council Prayer
2. Apologies
3. Confirmation of minutes
4. Matters arising from minutes
5. Declarations of interest
6. Supplementary Mayoral Minute
7. Mayor's Report
8. General Manager's Report
9. Committee Reports (if applicable)
10. In Committee Reports

This meeting will be live streamed, and the link can be found at
https://www.hay.nsw.gov.au/Inside-Hay-Shire-Council/Council-Meetings-and-Reports/Council-Meetings-Webcast

This meeting will also be audio recorded and available on Council's website within 48 hours on completion of the Ordinary meeting.

Yours sincerely,

David Webb
General Manager

MINUTES
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- Ordinary Meeting – 27th November 2025

MINUTES OF THE ORDINARY MEETING OF THE HAY SHIRE COUNCIL HELD IN THE COUNCIL CHAMBERS LACHLAN STREET HAY AT 1.00PM ON 27th November 2025

PRESENT: Councillors: Cr G Chapman, Cr L Garner, Cr W Miller, Cr C Oataway (Chair), Cr J Perry, Cr P Porter, General Manager - David Webb, Deputy General Manager - Mark Dowling, Executive Manager People and Governance – Kirstyn Thronder and Executive Assistant – Kerry McRae

Request to attend by Audio Visual Link: Cr D Tapper

Apology: Cr M Quinn

Resolved at the October 2025 Ordinary meeting that Council grant a leave of absence to Cr Martyn Quinn for the 27th of November Ordinary meeting.

25-156 **Resolved** that Cr D Tapper be approved to attend by Audio Visual Link
(Porter/Miller)

This meeting was live streamed, and audio recorded.

Confirmation of Minutes

25-157 **Resolved** that the minutes of the Ordinary Meeting of Council held 28th October 2025 be confirmed.
(Perry/Miller)

Declaration of Interest:

Cr Tapper declared a pecuniary interest in C2 Review of Determination - Unmanned Truck Refuelling Facility as he is the owner of property neighbouring the proposed development.

Mayoral Report

M1 Mayoral Report

That Council notes the information provided in the report.

Delegate Report:

D1 Cr Garner's report on the ALGA Roads Conference

That the report be received.

D2 Verbal Delegate's Report delivered by Cr Chapman

Cr Chapman provided a verbal report on his attendance at:-

- Community Safety Precinct Meeting on Thursday 6th November 2025.
- MDA Meeting held on Thursday 27th November 2025.

General Manager's Reports

Action Plan Report

The report was received and noted.

C1 Presentation of Financial Statements and Management Letter

25-158 **Resolved** that:

1. That Council formally presents the Financial Statements and Audit Reports and considers any submissions received.
2. That Council receives and notes the NSW Audit Office Final Audit Management Letter for 2024/2025 and the actions undertaken to date.

(Perry/Miller)

C2 DA2024- 67 Review of Determination - Unmanned Truck Refuelling Facility at 310 Moama St, Hay

Cr Tapper left the meeting during consideration of this matter.

The following people addressed the meeting:

Applicant Speaker: John Rowell from TFA Project Group on behalf of IOR P/L
Supporters: Ricky Coombs; Damien Mackay.
Objectors: Tony Domaille; Sharon Hicks; Julie Lawrence.

25-159 **Resolved** that Council approve the Development Application DA2024-67 for Unmanned Truck Refuelling Facility and with Ancillary Double Ablutions Block at 310 Moama St, Hay (Lot 2 DP 1212081) with the following conditions:

1. Compliance with Consent:

The Development being completed in accordance with plans and specifications stamped by Council being Plans:

- Statement of Environmental Effects prepared by TFA Project Group, Revision D dated 19 September 2025.
- Plans – Drawing No. 2023HA (Sheets 001, 002, 003, 004, 005, 006, 007) Revision J dated 19/09/2025, by iOR for 310 Moama St, Hay South.
- Ablution Plans 200228D (Sheets A000, A200, A300, A500) Revision B by ATCO Structures & Logistics Pty Ltd for 4.2 x 3.0m Ablution.
- Sign Plans - Job No. CONCEPTS, Pages 16/21, 05/21 and 07/21 dated 22/07/2019 by emsigns for IOR Petroleum.
- Stormwater & Oily Water Management Statement – TFA Ref: 19297 dated 20 December 2024 by TFA Project Group for 310 Moama St, Hay South – Proposed 24hour Unmanned Truck Refuelling Facility.
- Enviro oily water separator specifications – Plans ENVIRO OE30, Sheets 1 to 5 by ENvIRO, dated 01-Sep-20.
- Traffic Impact Assessment dated 19 September 2025 by The Transport Planning Partnership (Ref: 23249, Version V04), for 310 Moama Street, Hay South.
- Bushfire Assessment Report, Reference #250636 by Building Code & Bushfire Hazard Solutions Pty Limited dated 3rd April 2025.

- Land Use Conflict Risk Assessment (LUCRA) by TFA Project Group (TFA Reference: 19297), dated 19 September 2025 (Revision E) for IOR Pty Ltd, 310 Moama St, Hay South.
- Amended Plans 2023HA-008 and 2023HA-009 by IOR dated 21/10/2025

Reason: *To confirm the details of the application as submitted by the applicant and as approved by Council.*

2. Legislative Compliance:

The development must be in accordance with the relevant provisions and Regulations of the Biodiversity Conservation Act 2016, the Fisheries Management Act 1994, the Heritage Act 1977, the Local Government Act 1993,the National Parks and Wildlife Act 1974, the Protection of the Environment Operations Act 1997, the Roads Act 1993, the Rural Fires Act 1997, the Water Management Act 2000, the National Construction Code ("NCC") and all other applicable legislation**.**

Reason*: To comply with relevant legislation.*

3. Signage:

Site signage shall apply and must be erected on the site in a prominent, visible position for the duration of the construction.

- Stating that unauthorised entry to the site is not permitted;
- Showing the name of the builder or another person responsible for the site and a telephone number at which the builder or other persons can be contacted outside working hours; and
- The name, address and telephone contact of the Principal Certifying Authority for the work.

Any structures erected to meet the requirements of this condition must be removed when it is no longer required for the purposes for which it was erected.

Reason: *To meet the minimum requirements of the Environmental Planning and Assessment Regulation.*

4. Construction Certificate

A Construction Certificate must be submitted to and approved by a nominated Certifier prior to any building works taking place on the subject site. The Construction Certificate must be lodged via the NSW Planning Portal. The Construction Certificate must include:

- a full Services Plan.
- An Operational Noise Management Plan
- A Lighting Plan
- A finalised design for all the roadworks in University Rd and the Sturt Highway.

Reason: *To comply with the Environmental Planning and Assessment Act 1979.*

5. Critical Stage Inspections:

A person who is carrying out, or in charge of carrying out the work, must notify Council with 24hours notice when the relevant inspections are required below:

a) Pier pads prior to pouring concrete;
b) All footing excavations, with steel in position, before concrete is poured;
c) All concrete floors and raft slabs, with steel and damp proof membrane in position before concrete is poured;
d) Sewer drains before being covered;

e) Bearers and floor joists before flooring is laid;
f) Wall and roof framing before being lined;
g) Insulation of walls, roof, floor, ceilings, soffits, service pipes, ducts and chimney flue dampers;
h) Wet area flashings after internal linings are installed;
i) Stormwater drains/connections before backfilling;
j) Fire-rated wall and ceiling framing;
k) Sound transmission measures;
l) Final inspection on completion of the works, and BEFORE any occupation.

Reason: *The need for Council to ensure that works have been carried out in accordance with the approved plans, specifications and the relevant legislation/standards.*

6. Siting and floor levels

The applicant is responsible to ensure that the building is sited on the allotment and constructed to the design levels approved by Council as specified on the approved site plan. Floor levels to be minimum 500mm above the 1% AER.

Reason: *To ensure no encroachments occur onto neighbouring properties/road reserves and no changes are made to the approved siting of the property; and protection against flood..*

7. Variations:

No alteration to approved plans and specifications is allowed unless separately approved by Council.

Reason: *To ensure the designs meet regulations and standards, and are in line with Council policies.*

8. Easements:

The applicant is required to ensure that any easements registered over the title to the land are complied with.

Reason: *Compliance with Legal documents.*

9. Essential fire safety measures

In granting this consent, Council requires the essential fire safety measures, as determined by the Principal Certifier upon assessment of the Construction Certificate, to be installed and maintained to comply with the requirements of the Building Code of Australia. Prior to the issue of an Occupation Certificate the owner must cause the Council to be given a fire safety certificate. The fire safety certificate must state in relation to each essential fire safety measure implemented in the building or on the land on which the building is situated:

a) The measure has been assessed by a person (chosen by the owner of the building) who is properly qualified to do so; and
b) As at the date of the assessment the measure was found to be capable of functioning at a standard not less than required by the Schedule attached to the Construction Certificate.

Reason*: To comply with the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.*

10. Water supply work, sewerage work and stormwater drainage work

Water supply work or sewerage work which is plumbing and drainage work within the meaning of the *Plumbing and Drainage Act* 2011 must comply with that Act and the regulations under that Act. Any water supply work or sewerage work which is not plumbing and drainage work under that Act, and any stormwater drainage work, must comply with the Plumbing Code of Australia.

The applicant needs to submit a design for the water supply, sewer and stormwater prior to construction commencing.

Any enhancement or on-site systems to accommodate services for the development is at the applicants cost.

Reason: *Council and Statutory requirement of Local Government (General) Regulation 2021.*

11. Noise control

The emission of noise associated with the use of the premises including the operation of any mechanical plant and equipment must comply with all standards outlined in the Noise Policy for Industry 2017 (NSW EPA) & A Guide to the Noise Policy for Industry (NSW EPA).

In the event the use exceeds permitted levels, the person in control of the premises must arrange for an acoustic investigation to be carried out by an accredited acoustic engineer and implement those measures to reduce noise to acceptable levels. Additional ongoing mitigations will be required to be installed and maintained for the life of the development.

An Operational Noise Management Plan must be submitted as part of the Construction Certificate.

Reason*: To protect the amenity of the area and to comply with the Protection of the Environment Operations Act 1997 and Noise Policy for Industry 2017***.**

12. Amenity protection

The approved development must not adversely affect the amenity and environment of the neighbourhood in any way including:

i. The appearance of any buildings, works or materials used.
ii. The parking or movement of motor vehicles.
iii. The transporting of materials or goods to or from the site.
iv. Noise, air and water discharges from the site.
v. Electrical interference.
vi. The storage and handling of garbage, fuels, chemicals, pesticides, gasses, waste products or other materials.
vii. Emissions or discharges into the surrounding environment including, from wastewater, sediment, dust, vibration, odours or other harmful products.

Note: The Applicant must notify, at the earliest opportunity, Hay Shire Council of any incident which has caused, or threatens to cause, material harm to the environment. For any other incident associated with the development, the Applicant must notify Hay Shire Council as soon as practicable after the Applicant becomes aware of the incident. Within 7 days of the date of the incident, the Applicant must provide Hay

Shire Council with a detailed report on the incident, and such further reports as may be requested.

***Reason**: To protect the amenity of the adjoining area.*

13. Storage or Hazardous Goods

Dangerous and hazardous goods shall be stored in accordance with SafeWork NSW requirements, dependant on the quantities stored. Any flammable or combustible liquids shall be stored in accordance with AS 1940 'The Storage and Handling of Flammable and Combustible Liquids'.
Hazardous and/or industrial waste arising from the use shall be removed and/or transported in accordance with the requirements of the EPA and SafeWork NSW.

Reason**: To ensure such operations do not interfere with use of the adjoining roadway and/or footpath.**

14. Liquid Spills

Sufficient supplies of appropriate absorbent materials and other spill prevention and clean-up materials shall be kept on site to recover any liquid spillage. Liquid spills shall be cleaned up using dry methods, by placing absorbent material on the spill and sweeping or shovelling the material into a secure bin. Materials used to clean up shall be disposed of to an appropriately licensed waste facility.

Reason**: To ensure no amenity impacts occur as a result of the development.**

15. Storage of Waste Oil

The premises shall contain adequate holding facilities for the reception of waste oil and a contract for the recycling of this oil shall be provided to Council.

***Reason**: To ensure the development occurs as assessed by Council.*

16. Occupation Certificate:

Prior to the commencement of the use and/or occupation of the subject development, a satisfactory Final Inspection and Occupation Certificate must be issued by a Principal Certifying Authority. An Occupation Certificate must be applied for via the Planning Portal, select your development and apply for a “Related Certificate”.

***Reason:** Ensure all conditions of the development are met and the building/development is safe for use.*

17. Lapsing of Consent

This consent is limited to a period of 5 years from the date of the Notice of Determination, unless the works associated with the development have physically commenced.

***Reason:** To ensure compliance with the Environmental Planning & Assessment Act 1979.*

18. Vehicular Crossing

a. Driveway Crossings: All driveway crossings to use a minimum of 32MPa concrete and be constructed to a standard that at a minimum meets the requirements of the Hay Shire Councils Heavy Duty Vehicle Crossing Details at the time. All vehicular crossings shall be constructed at full expense of the applicant.

Reason: *To ensure driveway crossings meet Council requirements.*

b. Driveway Crossing maintenance: The driveway crossings are to be maintained to the satisfaction of the Council for the life of the development at no cost to Council.

Reason: *To ensure access and egress is maintained to a high standard*

c. An application under Section 138, The Roads Act 1993 must be applied for all vehicular crossings and Council approval received prior to the issue of the Construction Certificate.

d. A finalised design for all the roadworks in University Rd and the Sturt Highway , including the heavy vehicle driveway and layback vehicular gutter crossing specifications for the property shall be provided to Council's Engineer prior to the issue of the Construction Certificate.

19. Vehicle Access

a. Vehicular access to the site is to be provided at the applicant's expense and to the satisfaction of Council's Engineer. This will include the road network leading to the site with appropriate designs submitted to and approved by Council prior to the issue of the Construction Certificate.
b. Approval must be sought/provided for Heavy Vehicles to use University Road prior to the issue of the Construction Certificate.

20. Waste

- All waste streams must be separated and paid as applicable as per Council's Revenue Policy.
- All extracted materials must be acceptable as general land fill and any contamination detected must be remediated on site or removed to an authorised disposal location. Evidence must be provided to Council of all excavated materials testing every 50m3.

Reason: *To ensure the materials being disposed at the Hay Recycling and Waste Centre are within regulatory compliance*

21. Waste Containment

Designated waste containment areas must be provided on site and maintained to prevent any windblown litter escaping from the site.

Reason: *To comply with the Protection of the Environment Operations Act 1997 and to preserve the environmental health and amenity of the adjoining area.*

22. No obstruction of road reserve permitted

The road reserve must not be obstructed by any materials, vehicles, refuse skips or the like, under any circumstances. All activities including loading/unloading of vehicles associated with this development must be undertaken within the subject site.

Reason*: To protect the amenity of the area.*

23. Water Connections

a. Raw Water: Application to access Council's Raw Water service must be applied for and approved prior to upgrading the access.

Reason: *Raw Water road crossing required to site.*

b. Filtered Water: Application to access Council's Filtered Water service must be applied for and approved, with concurrence from other Departments. Under-boring of the Highway will be required, and all costs associated with the works will be borne by the applicant/owner/developer.

All connections will be at the applicants cost.

Reason: *The Filtered Water is located on the northern side of the Sturt Highway and connecting to Council's system requires relevant approvals.*

24. Sewer

a. Onsite Sewerage Management System (OSMS): A separate application (Section 68 Application) is required for an Onsite Sewerage Management System such as a Septic Tank. This approval relates to the installation and operation of the system.

Reason: *To ensure the effluent system is installed in an environmentally safe and hygienic manner, and to ensure the system has the capacity to deal with the volume and nature of wastes being disposed of.*

b. Sewer Connections: All connections to or alteration to any sewerage lines must be carried out by a Licensed Plumber/Drainer. A sewerage with as-executed diagram is provided to Council on completion.

Reason: *To ensure a minimum standard of workmanship in relation to any sewer and drainage activity.*

25. Inspections – Plumbing & Drainage Work

An inspection must be undertaken by Council prior to the covering of the works specified below:

a. sanitary plumbing and drainage
b. water supply plumbing
c. completion of all plumbing and drainage works.
d. All stormwater drainage works

Please note that Council requires a minimum of 24 hours' notice to undertake the inspection**.**

26. Aboriginal Cultural Heritage

- No Aboriginal objects may be harmed without an approval from Heritage NSW under the National Parks and Wildlife Act 1974.

- If any Aboriginal object(s) are discovered and/or harmed in, or under the land, while undertaking the proposed development activities, the Proponent must:
    - Not further harm the object(s);
    - Immediately cease all work at the particular location;
    - Secure the area to avoid further harm to the Aboriginal object(s);

- Notify Heritage NSW as soon as practical by calling 131 555 or emailing: info@environment.nsw.gov.au, providing any details of the Aboriginal object(s) and its location;
- Not recommence any work at the particular location unless authorised in writing by Heritage NSW.

- If harm to Aboriginal objects cannot be avoided, an application for an Aboriginal Heritage Impact Permit (AHIP) must be prepared and submitted to Heritage NSW before work may continue.

- If skeletal remains are unexpectedly encountered during the activity, work must stop immediately, the area secured to prevent unauthorised access and NSW Police and Heritage NSW contacted.

It is the responsibility of the Proponent to ensure the development is consistent with the Due diligence Code of Practice for the Protection of Aboriginal Objects in New South Wales. All reasonable precautions must be taken to prevent damage to Aboriginal objects.

Reason: *To protect Aboriginal heritage and to ensure compliance with the National Parks and Wildlife Act 1974.*

27. Erosion and sedimentation controls

Erosion and sedimentation controls must be installed and maintained on site in accordance with the approved plan for the duration of construction works. Erosion and sediment controls must be installed in accordance with the document entitled: "Erosion and Sediment Control – A Resource Guide for Local Councils".

Reason: *To prevent water pollution and protect the amenity of the adjoining area, and to comply with the Protection of the Environment Operations Act 1997.*

28. Council property

Any damage or deterioration to any Council property including road reserves, or removal of any existing street trees, must be reinstated to its original condition at the Applicant's expense to the satisfaction of Council. Replacement tree(s) must be the same species and size as the one removed.

Reason: *To maintain safe access for pedestrians and to protect the amenity of the area.*

29. No pollution of waterways

The Applicant must take all necessary precautions and implement measures to prevent pollution of waterways during construction and operation of the development. Section 120 of the Protection of the Environment Operations Act 1997 it is an offence to pollute waters.

Reason: *To comply with NSW EPA requirements.*

30. Landscaping requirements

Landscaping as per the approved Landscaping Plan, to be installed prior to occupation.

Reason: *To protect the amenity of the area and assist with filtering any dust/debris from the property.*

31. Occupation Certificate

The Applicant must not allow or permit the building (or part of the building, in the case of alteration or additions) to be occupied or used, until:

a) All conditions of this consent have been completed in full;
b) An application for an Occupation Certificate has been completed and lodged with the Principal Certifier via the NSW Planning Portal; and
c) The Principal Certifier has issued an Occupation Certificate.

Reason: To comply with the Environmental Planning and Assessment Act 1979.

Compliance with Government Departments

Rural Fire Service

General Conditions

32. The development proposal is to generally comply with the following plans/documents except where amended by recommendations below.

- The plan titled Proposed Site Layout prepared by IOR, dated 19th September 2025.
- The bush fire assessment prepared by Building Code & Bushfire Hazard Solutions dated 3rd April 2025.

Council is advised that where a minor amendment to the above-noted documents is proposed, Council may use its discretion to determine whether the minor amendment warrants further assessment by the NSW RFS.

Asset Protection Zones

The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

33. From the commencement of building works and in perpetuity, the site surrounding the proposed development must be maintained as an inner protection area for a distance of 50 metres, or the property boundary, whichever comes first. The land must be managed in accordance with the requirements of Appendix 4 of *Planning for Bush Fire Protection 2019*.

When establishing and maintaining an inner protection area, the following requirements apply:

- tree canopy cover should be less than 15% at maturity;
- trees at maturity should not touch or overhang the building;
- lower limbs should be removed up to a height of 2 m above the ground;
- tree canopies should be separated by 2 to 5 m;
- preference should be given to smooth-barked and evergreen trees;
- large discontinuities or gaps in the shrubs layer should be provided to slow down or break the progress of fire towards buildings;
- shrubs should not be located under trees;
- shrubs should not form more than 10% ground cover;
- clumps of shrubs should be separated from exposed windows and doors by a distance of at least twice the height of the vegetation;
- grass should be kept mown (as a guide, grass should be kept to no more than 100mm in height); and
- leaves and vegetation debris should be removed regularly.

Water and Utility Services

The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

34. The provision of water, electricity and gas must comply with the following in accordance with Table 7.4a of *Planning for Bush Fire Protection 2019:*

- reticulated water is to be provided to the development,
- all above-ground water service pipes external to the building are metal, including and up to any taps,
- where practicable, electrical transmission lines are underground,
- where overhead, electrical transmission lines are proposed as follows:
    - lines are installed with short pole spacing (30m), unless crossing gullies, gorges or riparian areas, and
    - no part of a tree is closer to a power line than the distance set out in accordance with the
- specifications in ISSC3 Guideline for Managing Vegetation Near Power Lines.
- reticulated or bottled gas is installed and maintained in accordance with AS/NZS 1596:2014 and the requirements of relevant authorities, and metal piping is used,
- all fixed gas cylinders are kept clear of all flammable materials to a distance of 10m and shielded on the hazard side,
- connections to and from gas cylinders are metal,
- polymer sheathed flexible gas supply - lines are not used, and
- above-ground gas service pipes are metal, including and up to any outlets.

Emergency and Evacuation Planning Assessment

The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

35. A Bush Fire Emergency Management and Evacuation Plan shall be prepared consistent with 'Development Planning- A Guide to Developing a Bush Fire Emergency Management and Evacuation Plan December 2014'.

<u>Transport for NSW</u>

General Conditions

36. Direct vehicular and pedestrian access to the subject site from Sturt Highway (Moama Street) is denied.

37. Prior to issue of any occupation certificate, “No Stopping” signs shall be installed and maintained along the subject site’s full frontage to the Sturt Highway.

38. Works within the Sturt Highway shall be located, designed and constructed generally in accordance with the submitted Plan (**attachment 3)** and Austroads Guide to Road Design to the satisfaction of Transport for NSW as amended by the following:

a) As a minimum the intersection of University Road with the Sturt Highway shall be constructed as a sealed Basic Right Turn (BAR)/Basic Left Turn

(BAL) intersection treatment in accordance with the Austroads Guide to Road Design and shall be designed for an approved Road Train route.

b) The design speed for the proposed road works shall be 80km/h (as per Austroads Guide to Road Design Part 4A, Table 7.1 – *A Value*)
c) The design vehicle for the works on Sturt Highway shall be a 36.5m B-Triple heavy vehicle.
d) The road works within the road reserve of the Sturt Highway shall be designed and constructed to prevent water from proceeding onto, or ponding within, the carriageway.
e) As a minimum the pavement design of the carriageway of the Sturt Highway shall be in accordance with Austroads standards and to the satisfaction of Transport for NSW for a twenty-year design life.

Prior to the issuing of a Subdivision Works Certificate, the developer must:

39. Enter into a Works Authorisation Deed (WAD) with the TfNSW, or other suitable arrangement as agreed to by TfNSW, for all works on the Sturt Highway.

Notes:

- *A WAD is a legally binding contract between TfNSW and the developer, authorising the developer to undertake works on a State road.*
- *To progress the WAD, the developer needs to email a copy of the conditions of development consent to development.south@transport.nsw.gov.au.*
- *All roadworks and traffic control facilities must be undertaken by a pre-qualified contractor. A copy of pre-qualified contractors can be found on the RMS website at: https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/partners-and-suppliers/tenders-and-11*
- *Any new services or modifications to existing services associated with this development application that involve works on, over or under the Sturt Highway (as defined the area from kerb to kerb) must be incorporated into, and managed under, the Works Authorisation Deed for the project. Note: It is the developer's responsibility to identify these works to TfNSW project manager.*
- More information on WADs can be found at:

https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/partners-and-suppliers/private-development-1-2

Prior to the commencing works within the road reserve, the developer must:

40. Obtain Section 138 consent under the Roads Act, 1993 for the works associated with the WAD.

Notes:

- *TfNSW will be exercising its powers under Section 64 of the Roads Act, 1993 to become the roads authority for works associated with the WAD and therefore responsible for issuing the Section 138 consent for those specific works.*

41. Apply for, and obtain a Road Occupancy Licence (ROL) from the TfNSW prior to commencing roadworks on a State road or any other works that impact a travel lane of a State road or impact the operation of traffic signals on any road.

Notes:

- For information on the ROL process and to lodge an ROL application, please visit:*https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/road-occupancy-licences*

- *The applicant will need to create an account (this may take a few days to register), prior to submitting the ROL application. The applicant must submit the ROL application 10 business days prior to commencing work. It should be noted that receiving an approval for the ROL within this 10 business day period is dependent upon TfNSW receiving an accurate and compliant Traffic Guidance Scheme (TGS).*
- *The application will require a TGS to be prepared by a person who is certified to prepare TGS. Should the TGS require a reduction of the speed limit, a Speed Zone Authorisation from TfNSW will also be required.*
- *The ROL application must include a copy of the Section 138 consent for the works, or other approval letter.*

Prior to the issuing of the Occupation Certificate, the developer must:

42. Provide evidence to Transport for NSW to demonstrate that all works within the road reserve have been completed in line with the development consent.

(Perry/Chapman)

For	*Against*
Cr G Chapman	C L Garner
Cr C Oataway	Cr W Miller
Cr J Perry	Cr P Porter

The motion to approve Development Application DA2024-67 was put to the vote and resulted in an equality of votes. The Mayor, as Chairperson, exercised her casting vote in favour of the motion. The motion was carried, and DA2024-67 was approved.

C3 DA2025- 53 1.8m Front Fence at 386 Russell St, Hay

25-160 **Resolved** that Council approve DA2025-53 for 1.8m Front Fence at 386 Russell St, South Hay with the following conditions:

1. **Compliance with Consent**
   The Development being completed in accordance with plans and specifications stamped by Council being Plan A for 386 Russell St, South Hay, except where varied by conditions of this consent.

   Reason: *To confirm the details of the application as submitted by the applicant and as approved by Council.*

2. **Compliance with Standards**
   Any building and associated works shall comply with the statutory requirements of the Environmental Planning & Assessment Act, Local Government Act and the National Construction Code (NCC).

   Reason: *The legal obligations of the Council to administer the New South Wales building and planning laws in order to provide satisfactory standards of living and development.*

3. **Siting**
   The applicant is responsible to ensure that the fence is sited on the allotment and constructed to the design levels approved by Council as specified on the approved site plan.

Reason: *To ensure no encroachments occur onto neighbouring properties and no changes are made to the approved siting of the building.*

4. **Site Encroachment Prohibited**
The structure shall be erected solely within the property boundaries.

Reason: *To ensure that no encroachments occur onto neighbouring properties.*

5. **Variations**
No alteration to approved plans and specifications is allowed unless separately approved by Council.

Reason: *To ensure the designs meet regulations and standards, and are in line with Council policies.*

6. **Footpath Construction**
All work on the public footpath and roadway shall be carried out with due care and regard for the safety and convenience of the public including pedestrians, cyclists and motorists. Special regard shall be paid to caring for the needs of children, the disabled, the infirm and the elderly.

Reason: *Preservation of the life, health and good will of members of the public*.

7. **Footpath Storage**
Building materials/machinery not to be stored on Council footway and/or nature strip at any time.

Reason: *To ensure an adequate level of public safety is maintained.*

8. **Protection of Services & Assets**
Any damage caused to Council's infrastructure including but not limited to footpaths, roads, drainage, sewer/water services, kerb & gutters, laybacks or other public land shall be restored to Council's satisfaction and at the full cost of the developer. Where a dispute arises over the person(s) responsible for the damage, Council shall reserve the right to carry out work to remedy such damage(s) at the proponent's cost.

Reason: *To protect Council infrastructure.*

9. **Gates**
Any gates must open inwards, and not encroach onto roads/road reserves.

Reason: *To not encroach onto a road reserve, and to not cause obstructions/hazards to traffic/pedestrian users.*

10. **Easements**
The applicant is required to ensure that any easements registered over the title to the land are complied with.

Reason: *Compliance with legal documents.*

11. **Driveways**
If it is proposed to construct a vehicular crossing on the public footpath/nature strip or road verge, the vehicular crossing must be applied for in a separate application (Road Opening Permit) and further approved and inspected by Council. The

driveway should be at least 1m clear from the next property boundary. The access is to be constructed and maintained at the Applicant/Owners cost, such that no soil erosion is caused.

Reason: *To ensure that works carried out on public roads conform to the requirements of Council (the responsible authority), and reduce the risk to life and property (neighbours, streetlights, power poles, road damage, etc).*

12. **Lapsing of Consent**
This consent is limited to a period of 5 years from the date of the Notice of Determination, unless the works associated with the development have physically commenced.

Reason: *To ensure compliance with the Environmental Planning & Assessment Act 1979.*

For	*Against*
Cr G Chapman	
Cr L Garner	
Cr W Miller	
Cr C Oataway	
Cr John Perry	
Cr Paul Porter	
Cr D Tapper	

(Perry/Miller)

C4 SW Renewable Energy Update – November 2025

25-161 Resolved that Council adopts the:

I. Community Benefit Framework, V2, dated 14 November 2025
II. Renewable Energy Community Benefit Fund Terms of Reference, V2, 14 dated November 2025
III. Renewable Energy Position Statements, V5, 14 dated November 2025

(Perry/Chapman)

C5 Requests for Assistance

25-162 Resolved that Council:

(a) Does not provide financial support to Hay Inc; and
(b) Does not waiver part or all of the waste collection charge for 529 Keble Street, Hay.

(Perry/Miller)

C6 Policies off Exhibition

25-163 Resolved that Council:

1. Hay Shire Council Library Policy, dated September 2025
2. Hay Shire Council Debt Management and Hardship Policy, dated September 2025
3. Hay Shire Council Companion Animals and Livestock Management Policy, dated September 2025

(Perry/Porter)

C7 Cumberland City Council

That Council notes the upcoming visit to Hay by a delegation from Cumberland City Council.

C8 Councillor Conference Attendance

That Council notes and receives the report.

C9 2024/2025 Annual Report

25-164 Resolved that Council:

a) Endorses the 2024/2025 Annual Report including the 2024/2025 GIPA Annual Report; and

b) Authorise the General Manager to forward a copy of the Annual Report to the Minister for Local Government.

(Porter/Perry)

C10 Quarterly Budget Review Report

25-165 Resolved that Council:

1. That the Quarterly Budget Review Report to 30th September 2025 be adopted and the amended votes as detailed in the report be approved.
2. Note that the Responsible accounting officer believes that the Councils performance is satisfactory and that no remedial action needs to be taken.

(Porter/Miller)

C11 Monthly Financial Report – October 2025

That Council receives and notes the report provided.

C12 Arrangements Over Christmas/New Year Period

25-166 Resolved that:

a) The Administration Centre and Library close from 4pm Wednesday 24th December 2025 and reopen Monday 5th January 2026.

(a) The Mayor and General Manager be delegated authority to make the necessary decisions during the period when there is no Council meeting.

(Perry/Garner)

C13 Swimming Pool Management

25-167 Resolved that Council:

(a) Notes the information provided in the report and actions being undertaken; and

(b) Approves the introduction of Unsupervised Pool Entry System FOB fees of:

(i) Refundable deposit on issue - $20 per FOB

(ii) Replacement FOB - $30

(Perry/Chapman)

C14 John Houston Memorial Swimming Pool Replacement Project

That Council notes the information provided and the actions being undertaken.

C15 Circulars and other Government Correspondence

That Council notes the information provided in the report.

C16 Tourism & Economic Development 2025 October/November

That Council notes the information provided in the report.

C17 Development and Compliance Report

That Council notes the information in the report provided.

C18 Library Report October 2025

That Council notes the information provided in the report.

C19 Major Projects Update

25-168 Resolved that Council:

(a) Notes the information provided in the report and the actions being undertaken;

(b) Submits an application under the Crown Reserves Improvement Fund (CRIF) 2025-26 Round to renew the existing facilities at Lions Park.

(Porter/Perry)

C20 Operations Monthly Update Report

That Council notes the information provided in the report.

C21 Tree Removal Requests

25-169 Resolved that Council:

(i) Removes two (2) Lophostemon from 153 Pine Street and replaces them with Crepe Myrtles.
(ii) Removes two (2) Brush Box from 246 Lachlan Street and replaces them with Crepe Myrtles.

(Perry/Chapman)

Reports of Council Committees

- Hay Showground Management Committee held 20th October 2025

25-170 Resolved that Council notes the Committees meeting minutes, and any recommendations contained within be adopted.

(Porter/Miller)

Closed Session

At this stage of the meeting the Mayor advised that it is proposed to move into Closed Session for consideration of the following items:

Reason for Confidentiality:

IC1 - Hay Heavy Vehicle Rest Area and the Hay Aerodrome Heavy Vehicle Entrance Projects
In accordance with Section 10D it is considered that if the matter were discussed in an open Council meeting, it would be contrary to the public interest, as it would disclose information that is privileged, subject to legal professional privilege, or concerns legal proceedings involving Council. As such, the matter is appropriately considered in closed session under Section 10A(2)(a) of the Local Government Act 1993.

The Mayor invited representations or submissions from the public as to the reasons why the matters identified are moving into closed session.

Nil representations or submissions were received.

The Mayor advised that in accordance with Section 11(2)(a)(b) of the Local Government Act 1993, access to the correspondence and reports relating to the items considered during the course of the Closed Session will be withheld.

25-171 **Resolved** that the meeting be closed during the discussion of these matters.

(Perry/Miller)

Accordingly, members of the press and public were excluded from the closed session.

IC1- Hay Heavy Vehicle Rest Area and the Hay Aerodrome Heavy Vehicle Entrance Projects

25-172 **Resolved** that Council:

(a) Notes the information provided in the report and the actions being undertaken;

(b) Adopts the updated Plan of Management, dated October 2025 as amended; and

(c) Proceeds with the construction of both the Hay Heavy Vehicle Rest Area and Hay Aerodrome Heavy Vehicles Access projects as outlined in the report.

(Perry/Porter)

25-173 **Resolved** that the meeting move out of closed session, and the resolutions closed session be made public.

(Perry/Miller)

Open Meeting

The Mayor verbally advised the meeting of resolutions from the closed session and these resolutions are recorded without any alteration and amendment thereto.

There being no further business the meeting was terminated at 3.38pm.

Confirmed_____
Cr Carol Oataway
Mayor

Mayoral Minute

Index

Clause	Page	
M1	**P25**	Mayoral Report
M2	**P27**	Recission Motion

M1. Mayoral Report

REPORTING OFFICER	Cr Carol Oataway – Mayor
ATTACHMENTS	Nil

November / December have been busy with official engagements, meetings and representation. The following is a summary of my mayoral activities for this period:

Representation / Engagements

- **LGNSW Annual Conference – 23rd – 25th November 2025**
  The General Manager, Councillor Chapman and I attended the 2025 LGNSW Annual Conference in Penrith, joining more than 1,000 delegates from councils across New South Wales for three days of policy development, discussion and decision-making.

  Before the formal opening, LGNSW hosted a series of professional development workshops. The General Manager and I attended the session on *Affordable Housing Contribution Schemes for Councils*, which provided clear guidance on how councils can establish and apply these schemes to support local housing needs. Councillor Chapman attended the workshop on *Emerging Biosecurity Risks and Invasive Species*, which offered valuable insights into identifying and managing biosecurity threats increasingly affecting regional communities.

  Day 1 of the conference opened with keynote addresses from LGNSW President Cr Phyllis Miller, the Hon. Ron Hoenig MP, Minister for Local Government, Shadow Minister Chris Rath, and ALGA President Matt Burnett. Sessions also explored the growing role of artificial intelligence in local government operations and service delivery.

  Day 2 commenced with an address from the NSW Premier, the Hon. Chris Minns. This day was dedicated to the consideration of motions. Hay Shire Council's motion on Financial Sustainability was grouped with similar motions from other councils and successfully carried. Our motion calling for greater flexibility in aged care staffing requirements was not reached due to time constraints and will now be referred to the LGNSW Board for consideration. Our motions concerning education pathways and support for overseas-trained nurses already align with existing LGNSW advocacy priorities. More than 400 delegates debated over 110 motions, with more than 100 carried and adopted as part of LGNSW's advocacy platform for the coming year.

  Day 3 featured plenary sessions on NSW planning reforms, community engagement, and opportunities in infrastructure, investment and tourism. The conference closed with a keynote from filmmaker and adventurer Todd Sampson, who spoke about the remarkable capabilities of the human brain.

  Next year's LGNSW Annual Conference will be hosted by Wollongong City Council.

LGNSW Annual Conference - Penrith

- **Carols By Candlelight – 7th December 2025**
  The Christmas season began with a fun-filled family night of carols, music and community spirit. Organised by Matt Christie of 2HayFM, the night proved to be a success with performances by local groups. I was honoured to be asked to deliver a Christmas message to the community.

Meetings

- **LHAC Meeting – 1st December 2025**
  The General Manager and I attended the monthly meeting of the Local Health Advisory Committee discussing health priorities in the local area. Country Mayor's are currently conducting a survey on health and compiling the results to present to the Minister. Both the General Manager and I completed surveys individually. A new telecommunication system has been installed in the hospital this week at a cost of $70 000, an extra EN has been appointed to Hay Hospital and all vacant positions continue to be advertised. In 2026, two school based trainees will be commencing work, along with a Junior Medical Officer.

- **Pool Meeting – 4th December 2025**
  The pool is 99% complete and remains on track for an opening on 19th December. Special dignitaries include Senator Deborah O'Neill, Helen Dalton and mayors from neighbouring LGAs. The Cumberland staff and mayor will be visiting and making a presentation of life buoys and a defibrillator. This will occur on 18th December along with other major contributors present.

- **Meetings with Helen Dalton's Office – 5th December 2025**
  The General Manager and I discussed a range of topics in our monthly catch-up. On the agenda was the progress of the CERT, aged care, Hay Hospital MPS, police housing, childcare, housing, Bringagee Road, SW Rez, road funding and the heavy vehicle rest area. A response to Helen was provided on the current health services in Hay and the desired health services that are missing in our community.

Council Matters

Cumberland Council staff and Mayor Ola Hamed will be visiting from 16th-18th December and will be making a presentation to our new pool complex. Councillors are invited to participate in the various activities over the 3 day visit.

Upcoming Engagements

- Catch Up with OLG – 9th December 2025
- Hay 19(2) Committee Meeting – 10th December 2025
- St Mary's Award Night – 11th December 2025
- Citizenship Ceremony – 12th December 2025
- Hay Public School Presentation Day – 16th December 2025
- Dinner with Cumberland Council – 16th December 2025
- Shear Outback with Mayor Ola Hamed – 17th December 2025
- Love Hay Christmas Bonanza – 17th December 2025
- Celebration of Supporters for Pool Project – 18th December 2025
- John Houston Memorial Pool Opening – 19th December 2025
- Meeting with Helen Dalton – Aged Care – 19th December 2025
- Australia Day Breakfast – 26th January 2025

I would like to take this opportunity to wish all members of the community, councillors and Council staff a joyful and peaceful Christmas and best wishes for 2026.

RECOMMENDATION

That Council notes the information provided in the report.

M2 - Recission Motion - Item C2 - DA2024-67 – Review of Determination - Unmanned Truck Refuelling Facility at 310 Moama St, Hay

REPORTING OFFICER	General Manager
ATTACHMENTS	- Recission Motion, dated 28th November 2025 - Council Report - DA2024-67 – Review of Determination - Unmanned Truck Refuelling Facility at 310 Moama St, Hay, November 2025

INTRODUCTION

Council has received a recission motion from Cr's Garner, Miller and Porter.

COMMENTARY

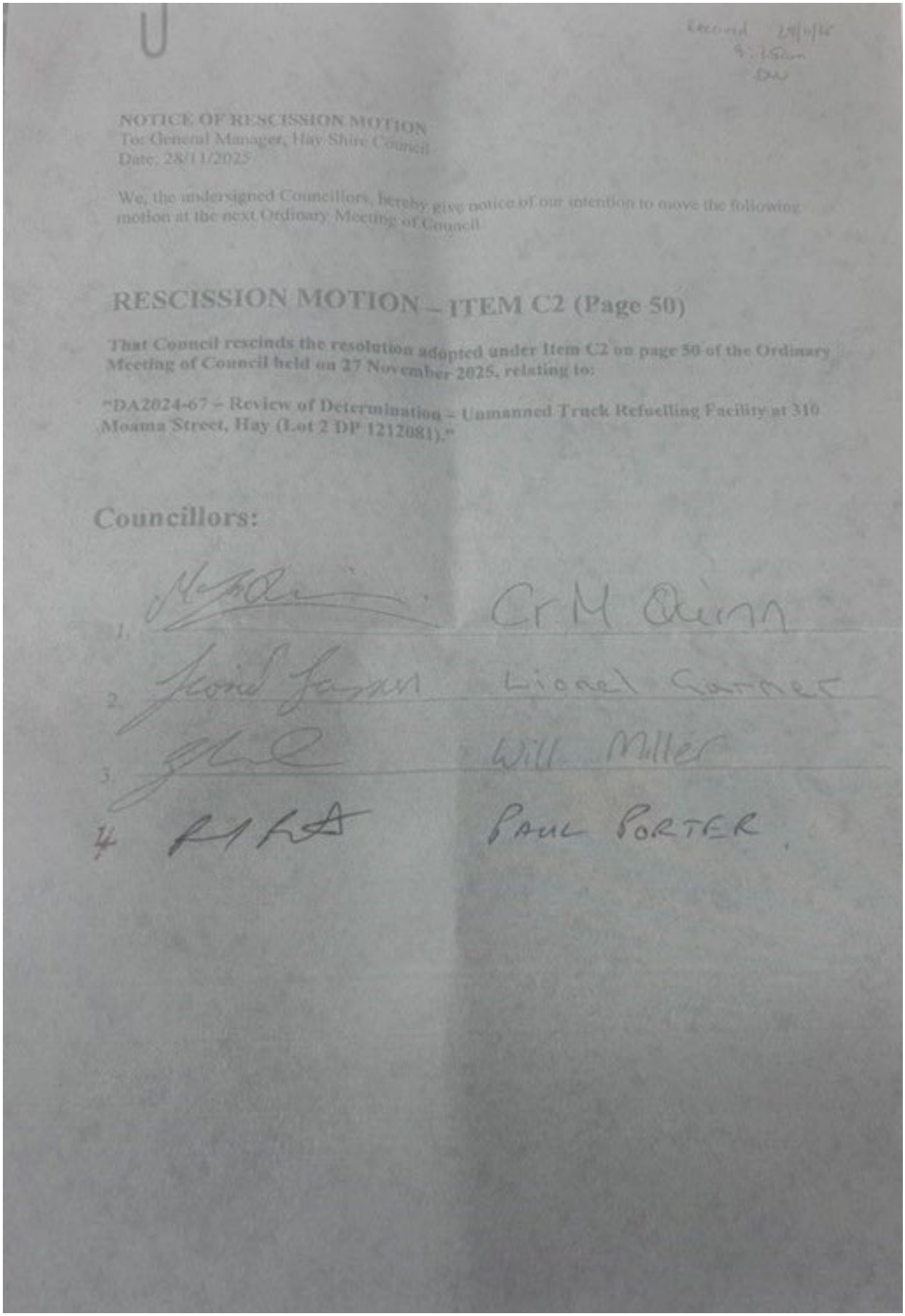
Council has received a recission motion (see attached) from Cr's Garner, Miller and Porter following Item C2 - DA2024-67 – Review of Determination - Unmanned Truck Refuelling Facility at 310 Moama St, Hay, at the November 2025 Ordinary Meeting.

A copy of the General Manager's report and attachments presented to the November 2025 ordinary meeting is attached for information.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Civic Leadership** 4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.2 Monitor and evaluate Council's strategic planning documents 4.1.3 Be environmentally responsible in decision making 4.1.4 Council will seek to continuously improve 4.2 Our community is supported by a strong and resilient Council that is responsive to its needs 4.2.1 Provide an advocacy role on behalf of the community
FINANCIAL IMPLICATION	Major
LEGISLATIVE IMPLICATION	Local Government Act 1993 Environmental Assessment & Planning Act 1979
POLICY IMPLICATION	N/A
ASSET IMPLICATION	N/A
RISK IMPLICATION	Major – both financial and reputational

RECOMMENDATION

For Council's consideration.



Received 28/11/25
9:15am
DW

NOTICE OF RESCISSION MOTION
To: General Manager, Hay Shire Council
Date: 28/11/2025

We, the undersigned Councillors, hereby give notice of our intention to move the following motion at the next Ordinary Meeting of Council

RESCISSION MOTION – ITEM C2 (Page 50)

That Council rescinds the resolution adopted under Item C2 on page 50 of the Ordinary Meeting of Council held on 27 November 2025, relating to:

"DA2024-67 – Review of Determination – Unmanned Truck Refuelling Facility at 310 Moama Street, Hay (Lot 2 DP 1212081)."

Councillors:

1. Cr M Quinn
2. Lionel Gaffney
3. Will Miller
4. PAUL PORTER

Received 28/11/25
9:25am
DW

NOTICE OF RESCISSION MOTION
To: General Manager, Hay Shire Council
Date: 28/11/2025

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RESCISSION MOTION – ITEM C2 (Page 50)

That Council rescinds the resolution adopted under Item C2 on page 50 of the Ordinary Meeting of Council held on 27 November 2025, relating to:

"DA2024-67 – Review of Determination – Unmanned Truck Refuelling Facility at 310 Moama Street, Hay (Lot 2 DP 1212081)."

Councillors:

1. Cr. M. Quinn
2. Lionel Garner
3. Will Miller

REFUSAL OF DA2024-67 – REVIEW OF DETERMINATION

Unmanned Truck Refuelling Facility – 310 Moama Street, Hay**

That Council, having reconsidered DA2024-67 under Section 8.2 of the Environmental Planning & Assessment Act 1979 and assessed the proposal in accordance with Section 4.15, **refuses** the Review of Determination for the following reasons:

1. Traffic and Road Safety Impacts

Council is not satisfied that safe and suitable access can be achieved for heavy vehicles, including B-Triples, entering and exiting the site via the Moama Street / University Road intersection.
Residual safety risks remain despite proposed intersection upgrades, and the development does not meet the requirement for safe and efficient vehicle movement under s4.15 and relevant provisions of SEPP Transport and Infrastructure.

2. Noise Impacts from 24-Hour Heavy Vehicle Operations

Noise generated by idling trucks, particularly during night-time hours, cannot be mitigated to a satisfactory level by distance or the proposed acoustic fencing.
Council is not satisfied that the development will maintain an acceptable level of acoustic amenity for nearby residences.

3. Lighting Impacts and Visual Intrusion

The 24-hour operation will generate significant lighting impacts, including headlight spill from large vehicles entering and exiting the site at night.
These impacts are incompatible with the rural and residential character of the locality.

4. Land-Use Conflict and Incompatibility with RU1 Zone Objectives

Although the Additional Permitted Use under Schedule 1 of the Hay LEP 2011 allows a service station with consent, the land remains zoned **RU1 – Primary Production**.
The proposal does not satisfy RU1 zone objectives relating to rural amenity, agricultural land protection, and minimising land-use conflict.
The development introduces an industrial-scale heavy-vehicle use that conflicts with surrounding agricultural and rural-living areas.

5. Community Impact and Public Interest

Council received twelve written submissions raising concerns regarding traffic, noise, lighting, amenity and compatibility with surrounding land uses.
After reconsideration, Council is not satisfied that these concerns have been resolved.
The proposal is therefore not in the public interest in accordance with s4.15(1)(e).

6. Environmental and Bushfire Considerations

The site is mapped as bushfire-prone, and the proposed use introduces additional hazard and operational risks.
Council is not satisfied that the cumulative environmental and bushfire impacts have been fully addressed or can be mitigated to an acceptable level.

7. Cumulative Impacts of 24-Hour Operation

The combined effects of noise, lighting, heavy-vehicle movements and continuous activity are incompatible with the surrounding locality.
The development does not achieve an acceptable environmental or amenity outcome.

Conclusion

For the reasons above, Council determines that the Review of Determination does not satisfactorily overcome the impacts identified under Section 4.15 and therefore refuses DA2024-67.

C - DA2024-67 – Review of Determination - Unmanned Truck Refuelling Facility at 310 Moama St, Hay

COPY OF REPORT TO NOVEMBER 2025 ORDINARY MEETING

REPORTING OFFICER	Executive Manager - Planning and Compliance
ATTACHMENTS	A. Development Application B. Bushfire Report C. Comment from RFS D. Comment from TfNSW E. Comment from DCCEEW F. Comment from EPA G. Submissions against review H. Applicants' Response to submissions I. LUCRA J. DPI Agriculture comment on LUCRA K. Amended plan (Review) L. Updated comments from Departments

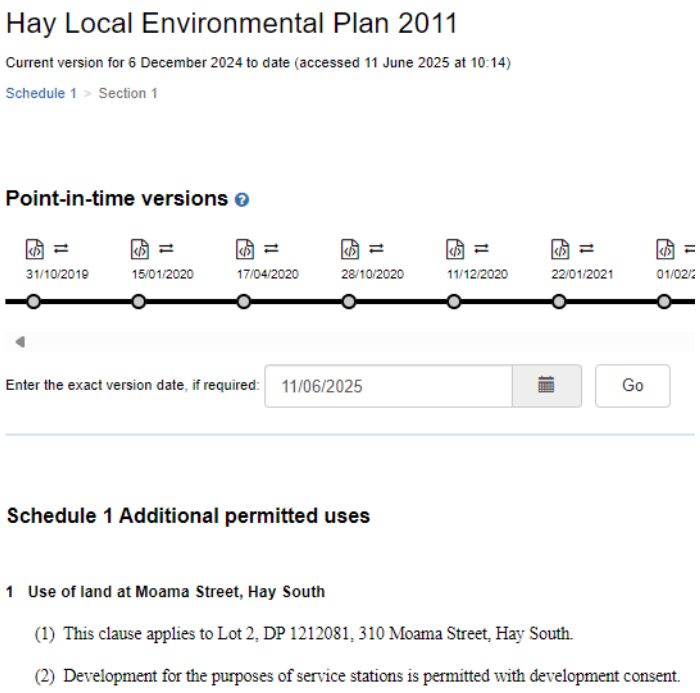
BACKGROUND

Hay Shire Council received a Development Application for the *"Proposed erection of new unmanned truck refuelling facility and with ancillary double ablutions block - 24 hours, 7 days a week"* at 310 Moama Street, Hay (Lot 2 DP 1212081).

Owner: IOR Property Group No. 2 Pty Ltd
Applicant: IOR PTY LTD
Zoning: RU1 Primary Production
Existing Use: Vacant Land

The site is 4.2054ha and was previously used as farmland in connection with a winery. The winery has since closed down and is now an agricultural supply store, with this Lot being sold separately and is currently not being used.

A Development Application similar to this proposal was applied for in 2016, although a *'service station'* was not a permissible use in this Zone (as per the Hay Local Environmental Plan 2011), therefore the applicant **withdrew** the application. In December 2023, the Applicant/Owner of the site applied for a Planning Proposal to amend the Hay LEP 2011 to allow an Additional Permitted Use for this particular Lot (2/1212081), being a *'service station*'. This Planning Proposal (PP2023-2746) was approved, then finalised/gazetted at the end of 2024. The Hay LEP 2011 now includes the following Clause:



Hay Local Environmental Plan 2011

Current version for 6 December 2024 to date (accessed 11 June 2025 at 10:14)

Schedule 1 > Section 1

Point-in-time versions

31/10/2019 15/01/2020 17/04/2020 28/10/2020 11/12/2020 22/01/2021 01/02/2

Enter the exact version date, if required: 11/06/2025 Go

Schedule 1 Additional permitted uses

1 Use of land at Moama Street, Hay South

(1) This clause applies to Lot 2, DP 1212081, 310 Moama Street, Hay South.

(2) Development for the purposes of service stations is permitted with development consent.

IOR Pty Ltd then lodged a new Development Application in in January 2025 (DA2024-67) which went through the process of notification and assessment. The DA was presented to Council on 19 June 2025, and Council resolved the following:

25-75 Resolved that Council:

having considered the matters for consideration under Section 4.15(1) of the Environmental Planning and Assessment Act 1979, and the assessment report prepared, ***refuse*** *Development Application No. 2024-67 for an Unmanned Truck Refuelling Facility And with double Ablutions Block at 310 Moama Street Hay (Lot 2 DP 1212081) for the following reasons:*

Reasons for Refusal:
The site is not considered suitable for the proposed use - The traffic impact and proximity to residential areas make the development inappropriate for an Unmanned Truck Refuelling Facility. (s4.15(1)(c) – Suitability of the site)

The development is not considered to be in the public interest - The proposal has potential to negatively affect the local amenity. (s4.15(1)(e) – The public interest)

The applicant has requested a Review of the Determination made. This falls under Clauses 8.2 , 8.3 and 8.4 of the Environmental Planning and Assessment Act 1979. The Act has the following relevant clauses (the **bold** sections apply to this review):

8.2 Determinations and decisions subject to review

(1) The following determinations or decisions of a consent authority under Part 4 are subject to review under this Division--

*(**a) the determination of an application for development consent by a council**, by a local planning panel, by a Sydney district or regional planning panel or by any person acting as delegate of the Minister (other than the Independent Planning Commission or the Planning Secretary),*

(b) the determination of an application for the modification of a development consent by a council, by a local planning panel, by a Sydney district or regional planning panel

or by any person acting as delegate of the Minister (other than the Independent Planning Commission or the Planning Secretary),
(c) the decision of a council to reject and not determine an application for development consent.

And

8.3 Application for and conduct of review

*(1**) **An applicant for development consent may request a consent authority to review a determination or decision made by the consent authority. The consent authority is to review the determination or decision if duly requested to do so under this Division.***
(2) A determination or decision cannot be reviewed under this Division--
(a) after the period within which any appeal may be made to the Court has expired if no appeal was made, or
(b) after the Court has disposed of an appeal against the determination or decision.
(3) In requesting a review, the applicant may amend the proposed development the subject of the original application for development consent or for modification of development consent. The consent authority may review the matter having regard to the amended development, but only if it is satisfied that it is substantially the same development.
(4) The review of a determination or decision made by a delegate of a council is to be conducted--
(a) by the council (unless the determination or decision may be made only by a local planning panel or delegate of the council), or
(b) by another delegate of the council who is not subordinate to the delegate who made the determination or decision.
(5) The review of a determination or decision made by a local planning panel is also to be conducted by the panel.
(6) The review of a determination or decision made by a council is to be conducted by the council and not by a delegate of the council.
(7) The review of a determination or decision made by a Sydney district or regional planning panel is also to be conducted by the panel.
(8) The review of a determination or decision made by the Independent Planning Commission is also to be conducted by the Commission.
(9) The review of a determination or decision made by a delegate of the Minister (other than the Independent Planning Commission) is to be conducted by the Independent Planning Commission or by another delegate of the Minister who is not subordinate to the delegate who made the determination or decision.

8.4 Outcome of review
After conducting its review of a determination or decision, the consent authority may confirm or change the determination or decision

PROPOSED DEVELOPMENT

Aerial view of location (2016 imagery) – 310 Moama St, Hay

The proposed development consists of the following:

- One (1) x 80kL / 15kL aboveground, doubled-walled, self-bunded, combination tank
- In-built fuel dispensing equipment located at the front of the tank;
- Two (2) x concrete fuel dispensing areas;
- One (1) x future concrete fuel dispensing area and future sealed surface;
- Standalone double ablutions block providing toilet and shower facilities for truck drivers;
- 215m2 dispersal area for treated water from the double ablutions block via the on-site water treatment system;
- Site access and on-site manoeuvrability will cater for 36.5m B-triples being the largest anticipated heavy vehicle accessing the site;
- Truck manoeuvring areas and crossovers to be of a bitumen seal surface;
- Landscaping;
- Proposed University Road and Moama Street intersection upgrade to allow for largest anticipated vehicles;
- Erection of 2x small entry / 2 x exit signs close to the proposed access points;
- Erection of wall signs on the proposed aboveground tank; and
- 24 hours / 7 days per week operation.

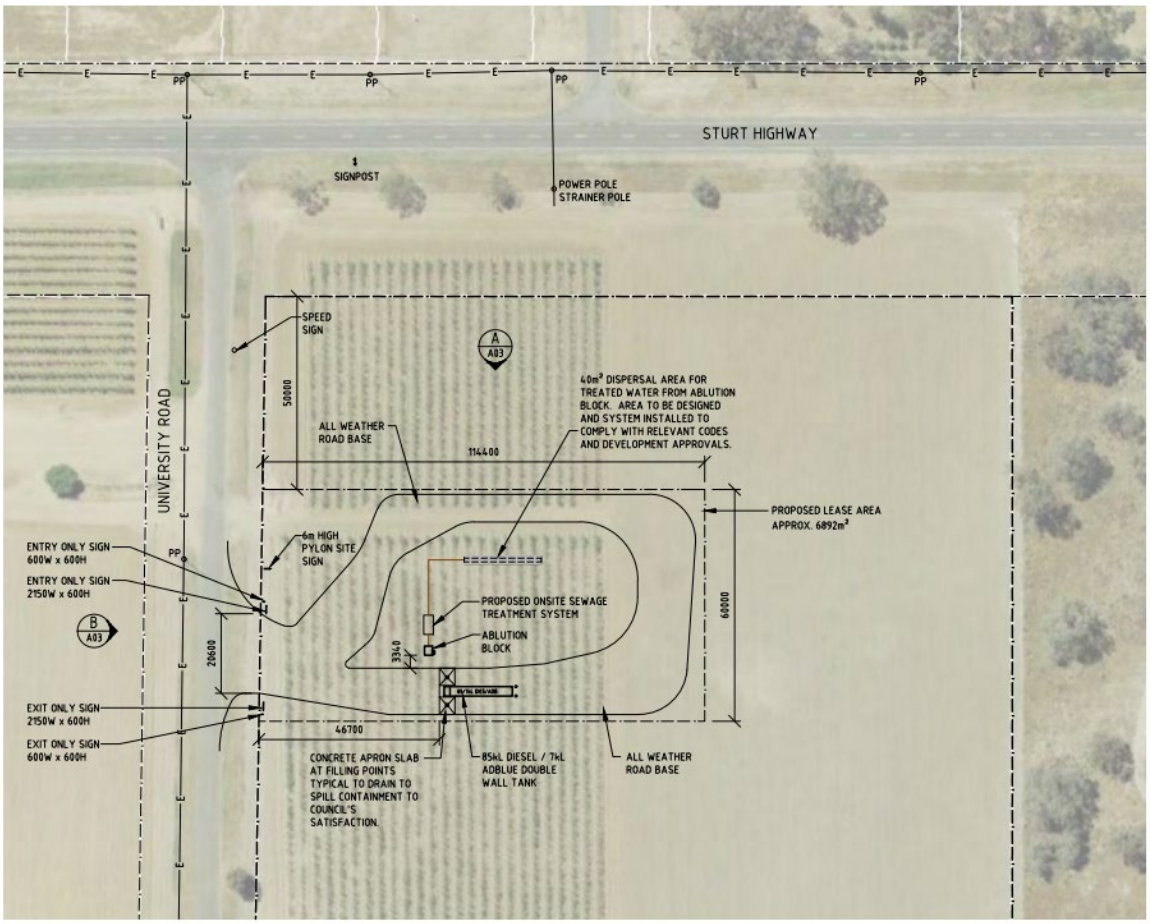
As part of the application for the review, the following key amendments were made:

- New 2.4m high acoustic fence internal to site screening the refuelling areas, 2m high screening fences to the highway frontage,
- Increasing the landscaping and quantity of mature tree screening to the highway frontage to alleviate and address key public concerns.

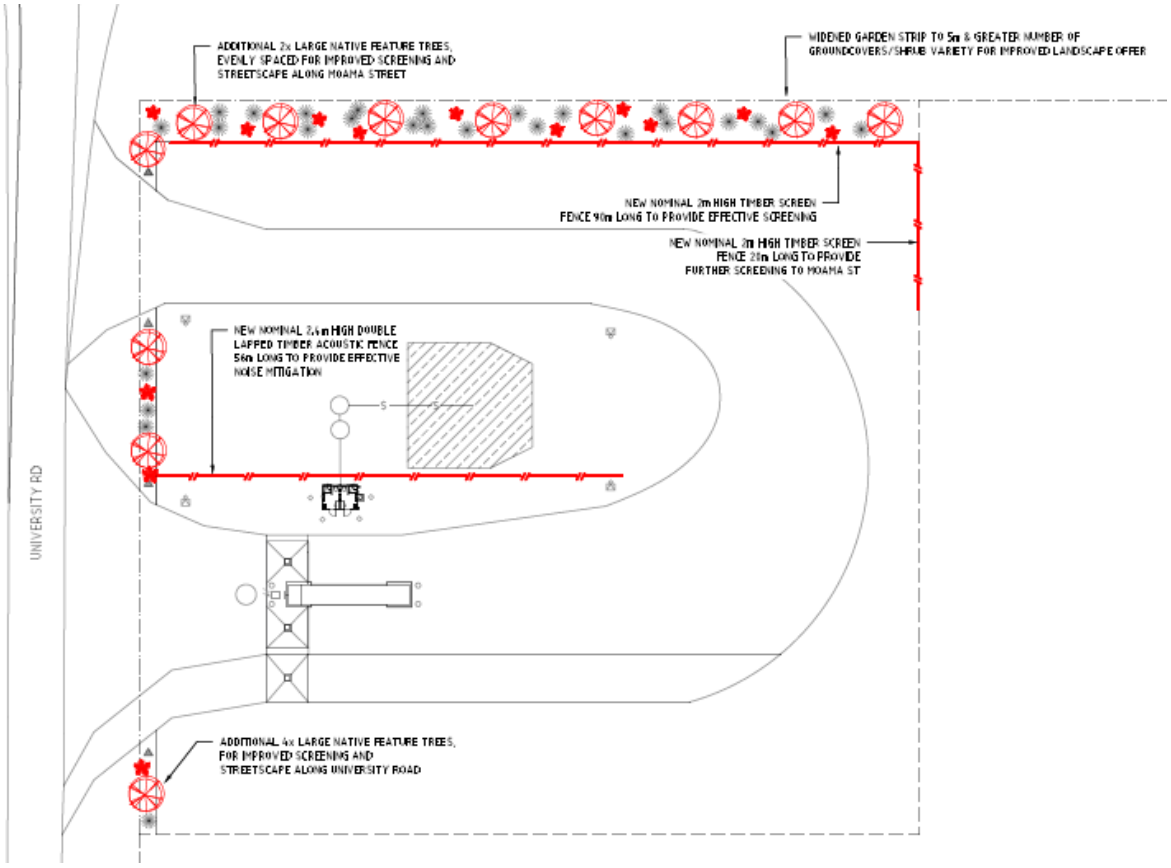
Additional supporting material included recommendations from a lighting consultant to deploy a dimming strategy during potential ‘curfew hours’ for lower lit environments reducing visual brightness.

The Statement of Environmental Effects were amended to include:

- New preamble at the front, proposal description with key amendments,
- Section 8.2 assessment commentary at the back of the SEE report.
- Supporting 3D perspectives.



Proposed Development (Original Application)



Amended Development Plan

The proposed development will only take up a portion of the total land, as can be seen from the figure below:

Area for Development

COMMENTARY

According to Section 4.15 of the Environmental Planning and Assessment Act 1979, a consent authority needs to take the following matters in consideration in assessing a development application:

(a) the provisions of—

(i) any environmental planning instrument, and

(ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and

(iii) any development control plan, and

(iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and

(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph), that apply to the land to which the development application relates,

(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,

(c) the suitability of the site for the development,

(d) any submissions made in accordance with this Act or the regulations,

(e) the public interest.

Planning Controls

Hay Local Environmental Plan 2011

The Zoning of the site is RU1 Primary Production, which has the following provisions:

1 Objectives of zone

- *To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*
- *To encourage diversity in primary industry enterprises and systems appropriate for the area.*
- *To minimise the fragmentation and alienation of resource lands.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*

2 Permitted without consent

Environmental protection works; Extensive agriculture; Home-based child care; Home occupations; Roads; Water reticulation systems

3 Permitted with consent

Agritourism; Air transport facilities; Airstrips; Animal boarding or training establishments; Aquaculture; Bed and breakfast accommodation; Boat launching ramps; Boat sheds; Building identification signs; Business identification signs; Cellar door premises; Cemeteries; Community facilities; Correctional centres; Depots; Dual occupancies (attached); Dwelling houses; Eco-tourist facilities; Environmental facilities; Extractive industries; Farm buildings; Farm stay accommodation; Forestry; Freight transport facilities; Helipads; Home businesses; Home industries; Home occupations (sex services); Industrial training facilities; Information and education facilities; Intensive livestock agriculture; Intensive plant agriculture; Jetties; Landscaping material supplies; Open cut mining; Plant nurseries; Recreation areas; Recreation facilities (major); Recreation facilities (outdoor); Roadside stalls; Rural industries; Rural workers' dwellings; Veterinary hospitals; Water recreation structures; Water supply systems

4 Prohibited

Any development not specified in item 2 or 3

The Hay LEP contains the following "additional permitted use":

Schedule 1 Additional permitted uses *(Clause 2.5)*

1 Use of land at Moama Street, Hay South

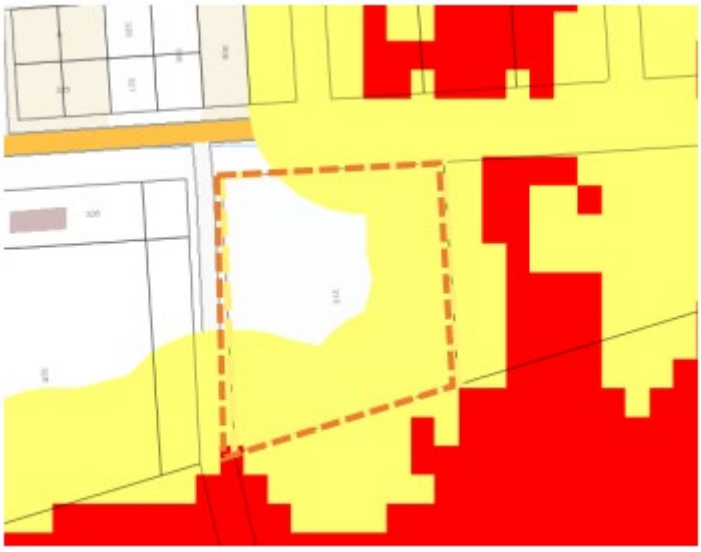
(1) This clause applies to Lot 2, DP 1212081, 310 Moama Street, Hay South.

(2) Development for the purposes of service stations is permitted with development consent.

The proposal is therefore permitted with development consent.

Hay Local Environmental Plan 2011 - Bushfire Prone land

The proposed development is located in Bushfire Prove land, as per the below plan.



Bushfire Prone Land mapping extract.

The proposed development was referred to the RFS for comment, with a Bushfire Assessment Report required. The applicant provided the requested report (Attachment B). The report recommended the following:

Asset Protection Zones

1. At the commencement of construction and in perpetuity all grounds within the subject site for a distance of 50 metres or to the subject boundary which ever comes first from the proposed fuel storage tank and bowsers not built upon within the subject property are to be maintained as an Asset Protection Zone (Inner Protection Area) as detailed in the NSW Rural Fire Service's document "Standards for Asset Protection Zones" and Appendix 4 of Planning for Bush Fire Protection 2019.

2. Any future Landscaping is to comply with the provisions of Appendix 4 of PBP - 2019

3. That any new electrical and gas services are to comply with Table 7.4a of Planning for Bush Fire Protection 2019 as follows:

Electricity

- *where practicable, electrical transmission lines are underground; and*
- *where overhead, electrical transmission lines are proposed as follows:*
    - *lines are installed with short pole spacing (30m), unless crossing gullies, gorges or riparian areas; and*
- *no part of a tree is closer to a power line than the distance set out in accordance with the specifications in ISSC3 Guideline for Managing Vegetation Near Power Lines.*

Gas

- *reticulated or bottled gas is installed and maintained in accordance with AS/NZS 1596:2014 and the requirements of relevant authorities, and metal piping is used;*
- *all fixed gas cylinders are kept clear of all flammable materials to a distance of 10m and shielded on the hazard side;*
- *connections to and from gas cylinders are metal;*
- *polymer-sheathed flexible gas supply lines are not used; and*
- *above-ground gas service pipes are metal, including and up to any outlets.*

The RFS reviewed the Bushfire report, and provided the following recommended conditions:

General Conditions

1. The development proposal is to generally comply with the following plans/documents except where amended by recommendations below.

- *The plan titled Proposed Site Layout prepared by IOR, dated 19th December 2024.*
- *The bush fire assessment prepared by Building Code & Bushfire Hazard Solutions dated 3rd April 2025.*

Council is advised that where a minor amendment to the above-noted documents is proposed, Council may use its discretion to determine whether the minor amendment warrants further assessment by the NSW RFS.

Asset Protection Zones

The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

2. From the commencement of building works and in perpetuity, the site surrounding the proposed development must be maintained as an inner protection area for a distance of 50 metres, or the property boundary, whichever comes first. The land must be managed in accordance with the requirements of Appendix 4 of Planning for Bush Fire Protection 2019.

When establishing and maintaining an inner protection area, the following requirements apply:

- *tree canopy cover should be less than 15% at maturity;*
- *trees at maturity should not touch or overhang the building;*
- *lower limbs should be removed up to a height of 2 m above the ground;*
- *tree canopies should be separated by 2 to 5 m;*
- *preference should be given to smooth-barked and evergreen trees;*
- *large discontinuities or gaps in the shrubs layer should be provided to slow down or break the progress of fire towards buildings;*
- *shrubs should not be located under trees;*
- *shrubs should not form more than 10% ground cover;*
- *clumps of shrubs should be separated from exposed windows and doors by a distance of at least twice the height of the vegetation;*
- *grass should be kept mown (as a guide, grass should be kept to no more than 100mm in height); and*
- *leaves and vegetation debris should be removed regularly.*

Water and Utility Services

The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

3. The provision of water, electricity and gas must comply with the following in accordance with Table 7.4a of Planning for Bush Fire Protection 2019:

- *reticulated water is to be provided to the development,*
- *all above-ground water service pipes external to the building are metal, including and up to any taps,*
- *where practicable, electrical transmission lines are underground,*
- *where overhead, electrical transmission lines are proposed as follows:*
  - *lines are installed with short pole spacing (30m), unless crossing gullies, gorges or riparian areas, and*
  - *no part of a tree is closer to a power line than the distance set out in accordance with the specifications in ISSC3 Guideline for Managing Vegetation Near Power Lines.*

● reticulated or bottled gas is installed and maintained in accordance with AS/NZS 1596:2014 and the requirements of relevant authorities, and metal piping is used,
● all fixed gas cylinders are kept clear of all flammable materials to a distance of 10m and shielded on the hazard side,
● connections to and from gas cylinders are metal,
● polymer sheathed flexible gas supply - lines are not used, and
● above-ground gas service pipes are metal, including and up to any outlets.

Emergency and Evacuation Planning Assessment
The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

4. A Bush Fire Emergency Management and Evacuation Plan shall be prepared consistent with 'Development Planning- A Guide to Developing a Bush Fire Emergency Management and Evacuation Plan December 2014'.

These conditions are included in the recommended conditions of approval.

Hay Local Strategic Planning Statement (LSPS)

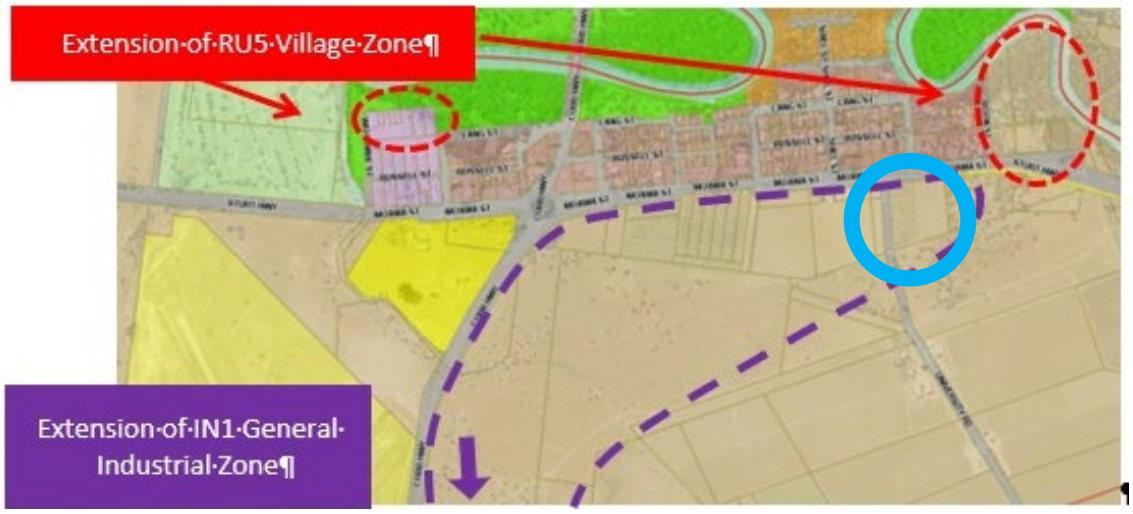
The Hay LSPS identified the zone for future industrial development. The LSPS states that:

As such suitable zonings can be proposed for the Highway interfaces, which can include:

- *IN1 General Industrial, which includes the following potential uses as permitted with consent: Community facilities; Freight transport facilities; Garden centres; General industries; Hardware and building supplies; Highway service centres; Industries; Industrial retail outlets; Light industries; Neighbourhood shops; Research stations; Rural industries; Rural supplies; Service stations; Take away food and drink premises; Transport depots; Truck depots; Warehouse or distribution centres; Wholesale supplies.*

and

Expanding the Industrial Zones around the Highway interfaces provide opportunities for industrial as well as commercial uses. Industrial Zones will also help provide opportunities in the agricultural supply chain for the region, i.e packing, agricultural supplies, and agricultural services, as well as encourage agribusiness diversification.



Extract from Hay LSPS (site marked in blue)

The proposed development is in line with the Hay LSPS.

Hay Structure Plan

The Hay Structure Plan gives further detail on the strategic direction given in the Hay LSPS. The subject site for the Planning Proposal is earmarked for industrial development, as can be seen in the extract below.

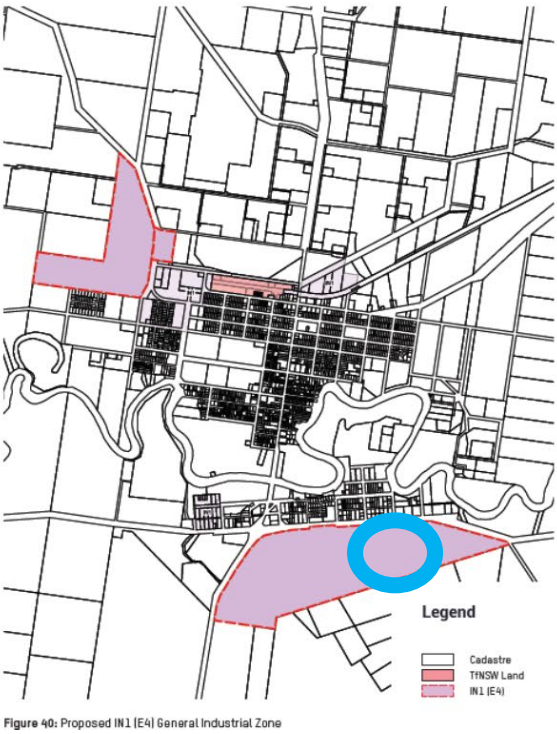


Figure 40: Proposed IN1 (E4) General Industrial Zone

Hay Structure Plan – 56

5.5 IN1 (E4) General Industrial Zone

The Structure Plan has identified the need to rezone more land for industrial (employment) purposes. Whilst it is acknowledged that there is already a supply of land zoned for industrial purposes, much of this comprises former railway land that is owned by TfNSW and is therefore unlikely to be available for development in the short to medium term.

In rezoning additional land for industrial purposes, this will allow for the coordination of industrial development and will avoid land speculation and ad hoc development that is unplanned and uncoordinated that has the potential to create land use conflicts.

In response, the Structure Plan has identified two areas/precincts for additional industrial land supply. These are generally referred to as:

- Township Industrial Precinct.
- South Hay Industrial Precinct.

These areas are further described below and are identified in Figure 40.

As outlined within Section 2, the main township already has land zoned for general industrial purposes, which generally aligns with the former railway corridor. The Structure Plan recommends expanding this area further west and northwest to include land located to the west of Thelangerin Road surrounding Council's Waste Management Centre and sewerage treatment plant as this land is constrained for residential purposes.

The South Hay Industrial Precinct is located to the south of Moama Street/ Sturt Highway and east of the Cobb Highway within proximity to the Hay aerodrome.

The recommended rezoning of this land for industrial purposes is consistent with the environmental constraints of the land and surrounding land uses.

The properties are currently zoned RU1 Primary Production with a minimum lot size of 90 hectares. Combined, the lots have a total area of approximately 190 hectares (60 hectares for the Township Industrial Precinct and 130 hectares for the South Hay Industrial Precinct).

Extract from Hay Structure Plan (site marked in blue)

The proposed development is in line with the Hay Structure Plan.

State Environmental Planning Policy (Transport and Infrastructure) 2021

Section 2.119 of the Transport and Infrastructure SEPP applies to new development with frontage to classified road that comprises a size of scale in excess of the traffic generation thresholds outlined within schedule 3 of the SEPP. In accordance with Schedule 3, the proposed land use of 'service station' is identified as a relevant land use under this schedule.

The proposed development was sent for comment to Transport for NSW, who reviewed the information and had no objections to the proposed development provided their conditions in were included in the development consent. The comments received were as follows (See Attachment D):

General Conditions

1. *Direct vehicular and pedestrian access to the subject site from Sturt Highway (Moama Street) is denied.*

2. *Prior to issue of any occupation certificate, "No Stopping" signs shall be installed and maintained along the subject site's full frontage to the Sturt Highway.*

3. *Works within the Sturt Highway shall be located, designed and constructed generally in accordance with the submitted Plan (**attachment 3)** and Austroads Guide to Road Design to the satisfaction of Transport for NSW as amended by the following:*

    a) *As a minimum the intersection of University Road with the Sturt Highway shall be constructed as a sealed Basic Right Turn (BAR)/Basic Left Turn (BAL) intersection treatment in accordance with the Austroads Guide to Road Design and shall be designed for an approved Road Train route.*

    b) *The design speed for the proposed road works shall be 80km/h (as per Austroads Guide to Road Design Part 4A, Table 7.1 – A Value)*

    c) *The design vehicle for the works on Sturt Highway shall be a 36.5m B-Triple heavy vehicle.*

    d) *The road works within the road reserve of the Sturt Highway shall be designed and constructed to prevent water from proceeding onto, or ponding within, the carriageway.*

    e) *As a minimum the pavement design of the carriageway of the Sturt Highway shall be in accordance with Austroads standards and to the satisfaction of Transport for NSW for a twenty-year design life.*

Prior to the issuing of a Subdivision Works Certificate, the developer must:

1. *Enter into a Works Authorisation Deed (WAD) with the TfNSW, or other suitable arrangement as agreed to by TfNSW, for all works on the Sturt Highway.*

Notes:

- *A WAD is a legally binding contract between TfNSW and the developer, authorising the developer to undertake works on a State road.*
- *To progress the WAD, the developer needs to email a copy of the conditions of development consent to development.south@transport.nsw.gov.au.*
- *All roadworks and traffic control facilities must be undertaken by a pre-qualified contractor. A copy of pre-qualified contractors can be found on the RMS website at: https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/partners-and-suppliers/tenders-and-11*
- *Any new services or modifications to existing services associated with this development application that involve works on, over or under the Sturt Highway (as defined the area from kerb to kerb) must be incorporated into, and managed under, the Works Authorisation Deed for the project. Note: It is the developer's responsibility to identify these works to TfNSW project manager.*
- *More information on WADs can be found at:*

https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/partners-and-suppliers/private-development-1-2

Prior to the commencing works within the road reserve, the developer must:

1. *Obtain Section 138 consent under the Roads Act, 1993 for the works associated with the WAD.*

Notes:

- *TfNSW will be exercising its powers under Section 64 of the Roads Act, 1993 to become the roads authority for works associated with the WAD and therefore responsible for issuing the Section 138 consent for those specific works.*

2. *Apply for, and obtain a Road Occupancy Licence (ROL) from the TfNSW prior to commencing roadworks on a State road or any other works that impact a travel lane of a State road or impact the operation of traffic signals on any road.*

Notes:

- *For information on the ROL process and to lodge an ROL application, please visit: https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/road-occupancy-licences*
- *The applicant will need to create an account (this may take a few days to register), prior to submitting the ROL application. The applicant must submit the ROL application 10 business days prior to commencing work. It should be noted that receiving an approval for the ROL within this 10 business day period is dependent upon TfNSW receiving an accurate and compliant Traffic Guidance Scheme (TGS).*
- *The application will require a TGS to be prepared by a person who is certified to prepare TGS. Should the TGS require a reduction of the speed limit, a Speed Zone Authorisation from TfNSW will also be required.*
- *The ROL application must include a copy of the Section 138 consent for the works, or other approval letter.*

Prior to the issuing of the Occupation Certificate, the developer must:

1. *Provide evidence to Transport for NSW to demonstrate that all works within the road reserve have been completed in line with the development consent.*

These conditions are included in the recommended conditions of consent.

State Environmental Planning Policy (Industry and Employment) 2021

Chapter 3 of the Industry and Employment SEPP addresses assessment for various forms of signage. The development application proposes the following signage:

• One (1) x tank wall sign

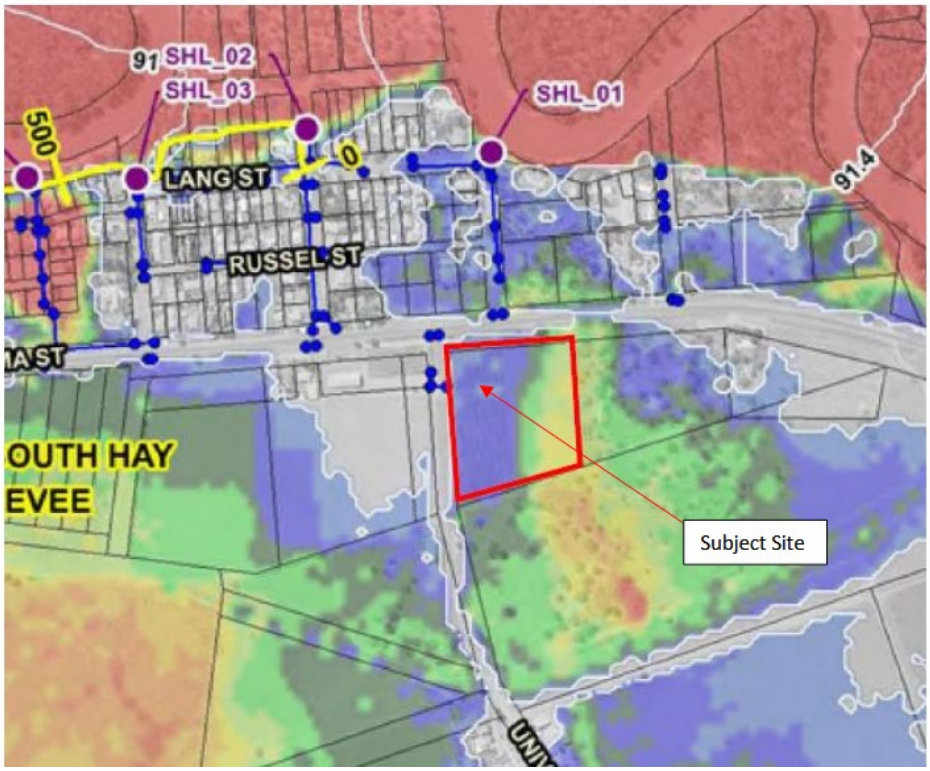
• Two (2) x Entry only directional signs

• Two (2) x Exit only directional signs

The proposed signage is considered suitable for the proposed development

Environmental Impact

The overall site is identified as within the 1% AEP design flood mapping under the Hay and Maude Flood Study 2023 completed by the Hay Shire Council. The figure below shows that the entire site (highlighted in red) is within mapped flood depths ranging from 0.1m in the north-western extent of the site (light blue shading) to 0.7m in the far south-eastern extent (yellow shading). The proposed footprint of the development will be located in the far north-west corner of the overall site, which is mapped as lowest flood risk. Additionally, the ablutions block will be elevated above the 1% AEP level.



The application was referred to the NSW Department of Climate Change, Energy, the Environment and Water, and the department considered that the flood risks are low, and the site is suitable for this type of development, provided appropriate flood controls applied to critical facilities.

The same department also had no concerns on biodiversity (See Attachment E).

The application was also referred to the EPA, with the following comment received (See Attachment F):

Based on the information provided, the EPA has no comment on this proposal and no further consultation is required. This is because:

- *the proposal does not constitute a Scheduled Activity under Schedule 1 of the Protection of the Environment Operations Act 1997 and so, will not require an Environment Protection Licence under this Act.*
- *the proposal is not being undertaken by or on behalf of a NSW Public Authority, nor are there activities for which the EPA is the appropriate regulatory authority.*
- *the site is not being regulated by the EPA under the Contaminated Land Management Act 1997.*

The EPA does not require any follow-up consultation. However, the EPA asks that it be consulted if any changes are made to the proposal that the EPA would be the appropriate regulatory authority for under the Protection of the Environment Operations Act 1997

Social Impact

The proposed development will have a social impact:

- There will be an increase in activity and a visual impact - The proposed development will remove agriculture and replace it with a refuelling station, which will have a negative impact with increased lighting and a negative visual impact. The applicant revised their plan to include additional trees on the northern frontage of the development.
- Noise impact - There can be an increase in noise impact with the development, although it will be hard to quantify as the development is on an existing highway. It is proposed that an Operational Noise Management Plan be included as a Condition of Approval.
- Light pollution – There is legitimate concerns with light pollution of the proposed development. This can be conditioned. The applicant proposes screened plantings and anti-glare shields for the lighting.

Economic Impacts

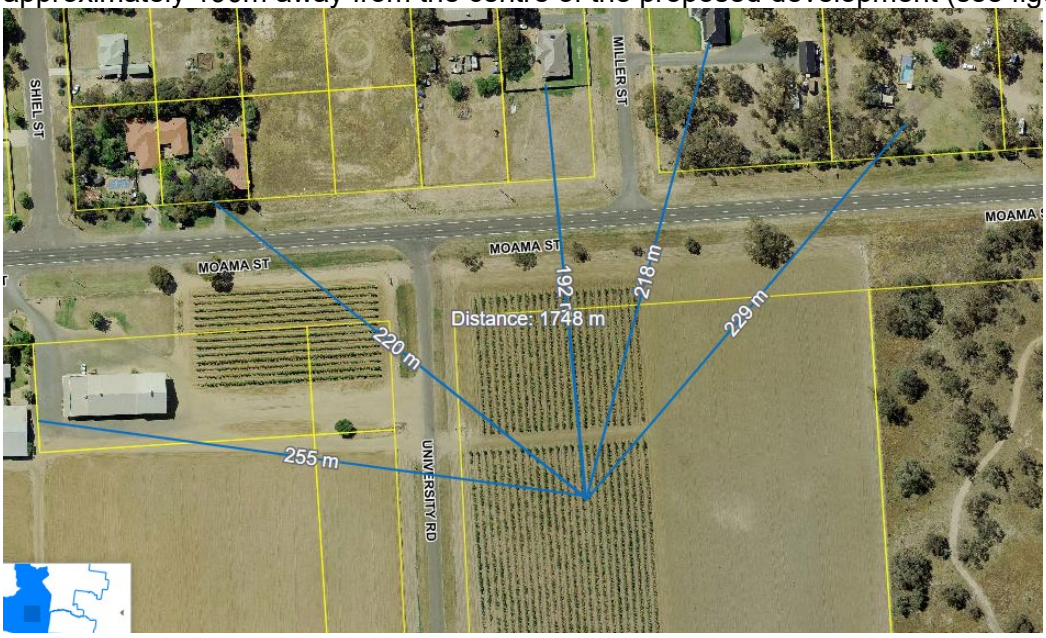
The proposed development will have several economic impacts:

- The proposed development will create opportunities and investment in the construction phase of the development.
- The applicant does not envisage to have fulltime staff during operational phase.
- There will be local contractors utilised to assist in the construction of the development and ongoing site management, upkeep, servicing, and maintenance.

Site Suitability

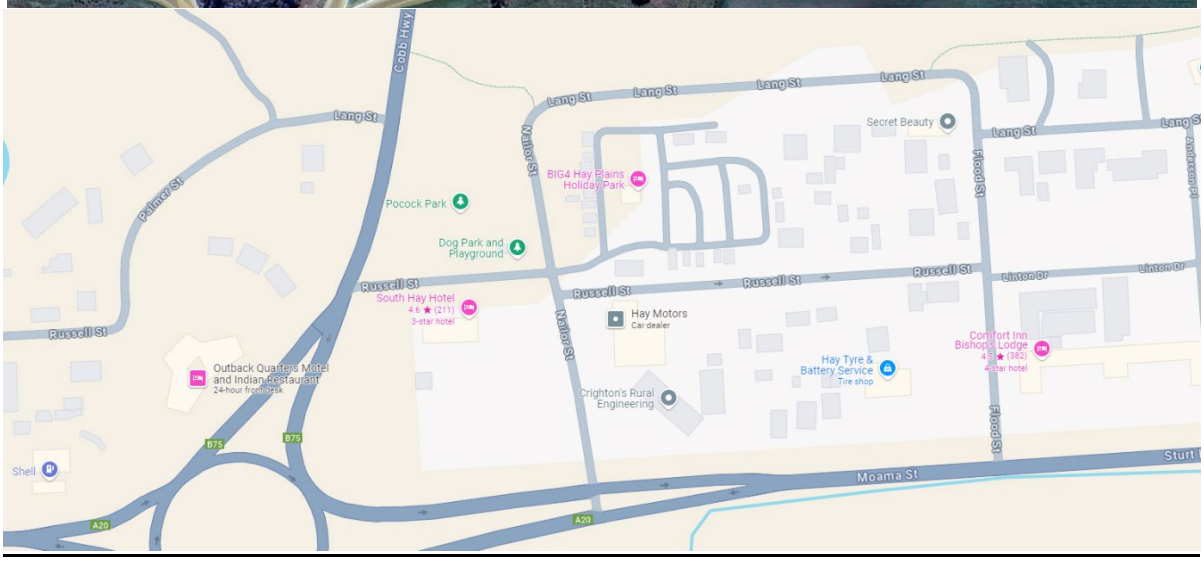
The site is suitable for the proposed development for the following reasons:

- The site is a highway location – the location has already a high flow of traffic and is a logical location for truck refuelling.
- There are potential sensitive receptors around the area, but at closest these are approximately 190m away from the centre of the proposed development (see figure below).



- In Hay Shire Council's planning frameworks the area directly adjacent to the highway was earmarked for industrial uses, this is applicable both to the Local Strategic Planning Statement and the Hay Structure Plan. Although the proposed development is not an industrial development per se, the proposed development will add value to the future development of South Hay.
- The proposed development is adjacent to agricultural uses, with a highway separating it from residential and tourist uses. Having a truck refuelling stop in proximity to tourism accommodation and residential areas are not ideal, but it should be kept in mind that the northern edge of the development is a 110m from the closest cadastral boundaries across the highway (see figure below). With the proposed landscaping and fences, this seems to be a sufficient buffer.

- The proposed development is not out of character with the land uses in South Hay. Further to the west the same land use pattern can be found – there are several service stations as well as industrial type uses (vehicle servicing, engineering and pump servicing, tyre and battery services) in even closer proximity to a caravan park, motel accommodation and residences (see extract from Google Maps below).

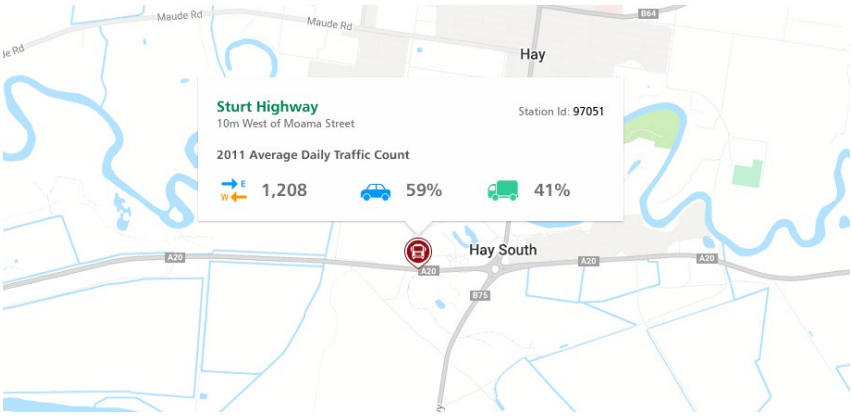


Submissions

The Development Application was originally notified to surrounding property owners within a 500m radius (78 property owners) and advertised in the Riverine Grazier, on Council's website and on the NSW Planning Portal for 30 days. 11 objections were received during the exhibition period. This process was repeated with the application for review, with 12 objections received (Attachment G). The applicant was sent the objectors concerns and asked to provide a response (Attachment H).

Submissions can be categorised in the following broad categories, with the following comments (note that the applicant has addressed all the issues raised satisfactorily in Attachment H):

- Traffic concerns – The applicant is of the opinion that the potential users will be 20-30 vehicles per day. It must be also acknowledged that users' numbers of an unmanned station will be less as it is not open to the general public, and the 20-30 vehicles per day form part of a more than a 1000 vehicle per day movement (as per the excerpt from the TfNSW Traffic Volume Viewer on the right).



- Noise - The proposed development will have a noise impact through braking and turning into the development. It must be kept in mind that the speed limit at this stage is 60km/h, and the 60km/h zone starts at closest 600m to the east of the development, and as such vehicles would already have slowed down. It must also be acknowledged that there already will be a significant noise impact due to the proposed development located on a highway. It has been conditioned that an Operational Noise Management Plan be completed to Council's satisfaction before occupation of the site. As part of the review, the applicant has proposed an acoustic wall - a 56 metre long, 2.4metre high double-lapped timber acoustic fence running parallel to the truck refuelling lanes behind the ablutions block.
- Visual Amenity - The proposed development will have a visual impact. The development will have signage, lighting, and prefabricated structures, which will all contribute to a loss of visual amenity comparable to the previous agricultural uses. The proponent proposes to add a landscaped buffer strip and screening, as per the renderings below.

PERSPECTIVE VIEW 1 – PREVIOUS DESIGN UNDER ORIGINAL DEVELOPMENT APPLICATION

PERSPECTIVE VIEW 2 – PROPOSED DESIGN UNDER REVIEW OF DETERMINATION

- Light pollution – The proposed development will have a light impact on the vicinity. The applicant addressed light screening in the response to submissions (see Attachment H). It must be kept in mind that there are already streetlights in South Hay and on the northern side of the highway, which will impact the vicinity. Findings from the applicant's analysis found that controlled lighting levels could be deployed over the site using a dimming strategy with

activation or specific set light levels at certain times (i.e. curfew hours between 11pm – 6am). In addition, light spill will be further mitigated by using anti-glare shields to control the amount of light spillover and reduce upwards glare while focusing light downwards within the facility. It is conditioned that a Lighting Plan be submitted to Council as part of the Construction Certificate.

- Economic Impact - Addressed in the previous section. It is the opinion of the author that there will be a positive economic impact from the proposed development. Agricultural impacts were addressed in the LUCRA (Attachment I and commented on by DPI Agriculture in Attachment J).
- Zoning - The proposed development is permitted with consent in terms if the Hay LEP 2011.
- Loss of amenity - Looking at the current mix of land uses in South Hay, together with the proposed industrial uses for the area south of the Highway, it is seen as acceptable. The applicant addressed this in sufficient detail in Attachment H.
- Dust – It is unlikely that dust will be generated in excess of the current agricultural use.
- Properties being devalued – The probability of this happening is unlikely due to the distances from the proposed development and residences and the tourism development. The proposed development may increase the surrounding agricultural land values.
- Environmental impact – In summary the development consists of self-bunded aboveground tanks, with oil/water separators. These are conditioned.
- Ownership – This does not form part of this assessment.
- Health impacts – With the distance to sensitive receptors and this is not seen us unmanageable. It needs to be kept in mind that the sensitive receptors are all located on a highway which will have continuous emissions.

Departments were consulted and all have provided a response with no objections to the proposal:

- **Enviromental Protection Authority (EPA)**
- **Transport for NSW (TfNSW)**
- **Rural Fire Service (RFS)** – After a request for further information was completed *(Bushfire Assessment Report)*
- **Department of Primary Industries-Agriculture (DPI Ag)** – After a request for further information was completed *(Land Use Conflict Risk Assessment – LUCRA)(*Attachment I)
- **Department of Climate Change, Energy, Environment & Water (DCCEEW)** – After a request for further information was completed *(updated Statement of Environmental Effects for flooding matters)*
- **Crown Lands** – Not available in the Planning Portal, so they were directly sent a letter and no response received.

As part of the Review, the above departments were notified, and all kept their comments unchanged.

Public Interest

Public interest includes matters of community wellbeing, safety, amenity, access to services, and alignment with strategic planning objectives. The proposed development may have an impact on the neighbourhood amenity, but it is unlikely to have a safety and health impact. The development can have a positive economic impact and aligns with the strategic planning objectives as per the Hay Local Strategic Planning Statement and the Hay Structure Plan. Most of the concerns can be conditioned in Conditions of Consent.

The proposed amendments have not changed the author's opinion of the development, and as such it is recommended that the development be **approved** with conditions.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**A Environmental Sustainability** *A1 Our community values its natural and built environments to support a sustainable environment* A1.4 Establish and maintain clear guidelines for zoning, urban planning and development

	B Liveable and vibrant community *B.1 Our community values its safe, healthy lifestyle that cares for the welfare of each other.* B1.6 Engage the community through a coordinated engagement structure on issues affecting their lifestyles **D Governance and Organisational Performance** *D.1 Our community is supported by a strong and resilient Council that is responsive to its needs* D1.4 Council decision making is based on a sound appreciation of community issues and needs, supported by reliable information and asset management systems. D1.5 Council will lead by example. D1.6 Council will continuously seek to improve *D.2 Our Community is connected and informed* D2.1 Enable all residents and groups to participate in local decision making D2.2 Effectively communicate the range, availability and operation of services and facilities
FINANCIAL IMPLICATION	N/A
LEGISLATIVE IMPLICATION	Environmental Planning & Assessment Act 1979 Hay Local Environmental Plan 2011
POLICY IMPLICATION	Complies with Hay LSPS and Hay Structure Plan
ASSET IMPLICATION	N/A
RISK IMPLICATION	Risk of legal costs

RECOMMENDATION

That the Development Application DA2024-67 for Unmanned Truck Refuelling Facility and with Ancillary Double Ablutions Block at 310 Moama St, Hay (Lot 2 DP 1212081) be approved with the following conditions:

1. **Compliance with Consent:**
   The Development being completed in accordance with plans and specifications stamped by Council being Plans:
   - Statement of Environmental Effects prepared by TFA Project Group, Revision D dated 19 September 2025.
   - Plans – Drawing No. 2023HA (Sheets 001, 002, 003, 004, 005, 006, 007) Revision J dated 19/09/2025, by iOR for 310 Moama St, Hay South.
   - Ablution Plans 200228D (Sheets A000, A200, A300, A500) Revision B by ATCO Structures & Logistics Pty Ltd for 4.2 x 3.0m Ablution.
   - Sign Plans - Job No. CONCEPTS, Pages 16/21, 05/21 and 07/21 dated 22/07/2019 by emsigns for IOR Petroleum.
   - Stormwater & Oily Water Management Statement – TFA Ref: 19297 dated 20 December 2024 by TFA Project Group for 310 Moama St, Hay South – Proposed 24hour Unmanned Truck Refuelling Facility.

- Enviro oily water separator specifications – Plans ENVIRO OE30, Sheets 1 to 5 by ENvIRO, dated 01-Sep-20.
- Traffic Impact Assessment dated 19 September 2025 by The Transport Planning Partnership (Ref: 23249, Version V04), for 310 Moama Street, Hay South.
- Bushfire Assessment Report, Reference #250636 by Building Code & Bushfire Hazard Solutions Pty Limited dated 3rd April 2025.
- Land Use Conflict Risk Assessment (LUCRA) by TFA Project Group (TFA Reference: 19297), dated 19 September 2025 (Revision E) for IOR Pty Ltd, 310 Moama St, Hay South.
- Amended Plans 2023HA-008 and 2023HA-009 by IOR dated 21/10/2025

Reason: *To confirm the details of the application as submitted by the applicant and as approved by Council.*

2. Legislative Compliance:

The development must be in accordance with the relevant provisions and Regulations of the Biodiversity Conservation Act 2016, the Fisheries Management Act 1994, the Heritage Act 1977, the Local Government Act 1993,the National Parks and Wildlife Act 1974, the Protection of the Environment Operations Act 1997, the Roads Act 1993, the Rural Fires Act 1997, the Water Management Act 2000, the National Construction Code ("NCC") and all other applicable legislation**.**

Reason*: To comply with relevant legislation.*

3. Signage:

Site signage shall apply and must be erected on the site in a prominent, visible position for the duration of the construction.

- Stating that unauthorised entry to the site is not permitted;
- Showing the name of the builder or another person responsible for the site and a telephone number at which the builder or other persons can be contacted outside working hours; and
- The name, address and telephone contact of the Principal Certifying Authority for the work.

Any structures erected to meet the requirements of this condition must be removed when it is no longer required for the purposes for which it was erected.

Reason: *To meet the minimum requirements of the Environmental Planning and Assessment Regulation.*

4. Construction Certificate

A Construction Certificate must be submitted to and approved by a nominated Certifier prior to any building works taking place on the subject site. The Construction Certificate must be lodged via the NSW Planning Portal. The Construction Certificate must include:

- a full Services Plan.
- An Operational Noise Management Plan
- A Lighting Plan
- A finalised design for all the roadworks in University Rd and the Sturt Highway.

Reason: *To comply with the Environmental Planning and Assessment Act 1979.*

5. Critical Stage Inspections:

A person who is carrying out, or in charge of carrying out the work, must notify Council with 24hours notice when the relevant inspections are required below:

a) Pier pads prior to pouring concrete;
b) All footing excavations, with steel in position, before concrete is poured;

c) All concrete floors and raft slabs, with steel and damp proof membrane in position before concrete is poured;
d) Sewer drains before being covered;
e) Bearers and floor joists before flooring is laid;
f) Wall and roof framing before being lined;
g) Insulation of walls, roof, floor, ceilings, soffits, service pipes, ducts and chimney flue dampers;
h) Wet area flashings after internal linings are installed;
i) Stormwater drains/connections before backfilling;
j) Fire-rated wall and ceiling framing;
k) Sound transmission measures;
l) Final inspection on completion of the works, and BEFORE any occupation.

Reason: *The need for Council to ensure that works have been carried out in accordance with the approved plans, specifications and the relevant legislation/standards.*

6. Siting and floor levels

The applicant is responsible to ensure that the building is sited on the allotment and constructed to the design levels approved by Council as specified on the approved site plan. Floor levels to be minimum 500mm above the 1% AER.

Reason: *To ensure no encroachments occur onto neighbouring properties/road reserves and no changes are made to the approved siting of the property; and protection against flood..*

7. Variations:

No alteration to approved plans and specifications is allowed unless separately approved by Council.

Reason: *To ensure the designs meet regulations and standards, and are in line with Council policies.*

8. Easements:

The applicant is required to ensure that any easements registered over the title to the land are complied with.

Reason: *Compliance with Legal documents.*

9. Essential fire safety measures

In granting this consent, Council requires the essential fire safety measures, as determined by the Principal Certifier upon assessment of the Construction Certificate, to be installed and maintained to comply with the requirements of the Building Code of Australia. Prior to the issue of an Occupation Certificate the owner must cause the Council to be given a fire safety certificate. The fire safety certificate must state in relation to each essential fire safety measure implemented in the building or on the land on which the building is situated:

a) The measure has been assessed by a person (chosen by the owner of the building) who is properly qualified to do so; and
b) As at the date of the assessment the measure was found to be capable of functioning at a standard not less than required by the Schedule attached to the Construction Certificate.

Reason*: To comply with the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.*

10. Water supply work, sewerage work and stormwater drainage work

Water supply work or sewerage work which is plumbing and drainage work within the meaning of the *Plumbing and Drainage Act* 2011 must comply with that Act and the regulations under

that Act. Any water supply work or sewerage work which is not plumbing and drainage work under that Act, and any stormwater drainage work, must comply with the Plumbing Code of Australia.

The applicant needs to submit a design for the water supply, sewer and stormwater prior to construction commencing.

Any enhancement or on-site systems to accommodate services for the development is at the applicants cost.

Reason: *Council and Statutory requirement of Local Government (General) Regulation 2021.*

11. Noise control

The emission of noise associated with the use of the premises including the operation of any mechanical plant and equipment must comply with all standards outlined in the Noise Policy for Industry 2017 (NSW EPA) & A Guide to the Noise Policy for Industry (NSW EPA).

In the event the use exceeds permitted levels, the person in control of the premises must arrange for an acoustic investigation to be carried out by an accredited acoustic engineer and implement those measures to reduce noise to acceptable levels. Additional ongoing mitigations will be required to be installed and maintained for the life of the development.

An Operational Noise Management Plan must be submitted as part of the Construction Certificate.

Reason*: To protect the amenity of the area and to comply with the Protection of the Environment Operations Act 1997 and Noise Policy for Industry 2017***.**

12. Amenity protection

The approved development must not adversely affect the amenity and environment of the neighbourhood in any way including:

i. The appearance of any buildings, works or materials used.
ii. The parking or movement of motor vehicles.
iii. The transporting of materials or goods to or from the site.
iv. Noise, air and water discharges from the site.
v. Electrical interference.
vi. The storage and handling of garbage, fuels, chemicals, pesticides, gasses, waste products or other materials.
vii. Emissions or discharges into the surrounding environment including, from wastewater, sediment, dust, vibration, odours or other harmful products.

Note: The Applicant must notify, at the earliest opportunity, Hay Shire Council of any incident which has caused, or threatens to cause, material harm to the environment. For any other incident associated with the development, the Applicant must notify Hay Shire Council as soon as practicable after the Applicant becomes aware of the incident. Within 7 days of the date of the incident, the Applicant must provide Hay Shire Council with a detailed report on the incident, and such further reports as may be requested.

Reason*: To protect the amenity of the adjoining area.*

13. Storage or Hazardous Goods

Dangerous and hazardous goods shall be stored in accordance with SafeWork NSW requirements, dependant on the quantities stored. Any flammable or combustible liquids shall be stored in accordance with AS 1940 'The Storage and Handling of Flammable and Combustible Liquids'.

Hazardous and/or industrial waste arising from the use shall be removed and/or transported in accordance with the requirements of the EPA and SafeWork NSW.

Reason**: To ensure such operations do not interfere with use of the adjoining roadway and/or footpath.**

14. Liquid Spills

Sufficient supplies of appropriate absorbent materials and other spill prevention and clean-up materials shall be kept on site to recover any liquid spillage. Liquid spills shall be cleaned up using dry methods, by placing absorbent material on the spill and sweeping or shovelling the material into a secure bin. Materials used to clean up shall be disposed of to an appropriately licensed waste facility.

Reason**: To ensure no amenity impacts occur as a result of the development.**

15. Storage of Waste Oil

The premises shall contain adequate holding facilities for the reception of waste oil and a contract for the recycling of this oil shall be provided to Council.

***Reason**: To ensure the development occurs as assessed by Council.*

16. Occupation Certificate:

Prior to the commencement of the use and/or occupation of the subject development, a satisfactory Final Inspection and Occupation Certificate must be issued by a Principal Certifying Authority. An Occupation Certificate must be applied for via the Planning Portal, select your development and apply for a “Related Certificate”.

***Reason:** Ensure all conditions of the development are met and the building/development is safe for use.*

17. Lapsing of Consent

This consent is limited to a period of 5 years from the date of the Notice of Determination, unless the works associated with the development have physically commenced.

***Reason:** To ensure compliance with the Environmental Planning & Assessment Act 1979.*

18. Vehicular Crossing

a. Driveway Crossings: All driveway crossings to use a minimum of 32MPa concrete and be constructed to a standard that at a minimum meets the requirements of the Hay Shire Councils Heavy Duty Vehicle Crossing Details at the time. All vehicular crossings shall be constructed at full expense of the applicant.

***Reason:** To ensure driveway crossings meet Council requirements.*

b. Driveway Crossing maintenance: The driveway crossings are to be maintained to the satisfaction of the Council for the life of the development at no cost to Council.

***Reason:** To ensure access and egress is maintained to a high standard*

c. An application under Section 138, The Roads Act 1993 must be applied for all vehicular crossings and Council approval received prior to the issue of the Construction Certificate.

d. A finalised design for all the roadworks in University Rd and the Sturt Highway , including the heavy vehicle driveway and layback vehicular gutter crossing specifications for the property shall be provided to Council’s Engineer prior to the issue of the Construction Certificate.

19. Vehicle Access

a. Vehicular access to the site is to be provided at the applicant's expense and to the satisfaction of Council's Engineer. This will include the road network leading to the site with appropriate designs submitted to and approved by Council prior to the issue of the Construction Certificate.
b. Approval must be sought/provided for Heavy Vehicles to use University Road prior to the issue of the Construction Certificate.

20. Waste

- All waste streams must be separated and paid as applicable as per Council's Revenue Policy.
- All extracted materials must be acceptable as general land fill and any contamination detected must be remediated on site or removed to an authorised disposal location. Evidence must be provided to Council of all excavated materials testing every 50m3.

Reason: *To ensure the materials being disposed at the Hay Recycling and Waste Centre are within regulatory compliance*

21. Waste Containment

Designated waste containment areas must be provided on site and maintained to prevent any windblown litter escaping from the site.

Reason: *To comply with the Protection of the Environment Operations Act 1997 and to preserve the environmental health and amenity of the adjoining area.*

22. No obstruction of road reserve permitted

The road reserve must not be obstructed by any materials, vehicles, refuse skips or the like, under any circumstances. All activities including loading/unloading of vehicles associated with this development must be undertaken within the subject site.

Reason*: To protect the amenity of the area.*

23. Water Connections

a. Raw Water: Application to access Council's Raw Water service must be applied for and approved prior to upgrading the access.

Reason: *Raw Water road crossing required to site.*

b. Filtered Water: Application to access Council's Filtered Water service must be applied for and approved, with concurrence from other Departments. Under-boring of the Highway will be required, and all costs associated with the works will be borne by the applicant/owner/developer.

All connections will be at the applicants cost.

Reason: *The Filtered Water is located on the northern side of the Sturt Highway and connecting to Council's system requires relevant approvals.*

24. Sewer

a. Onsite Sewerage Management System (OSMS): A separate application (Section 68 Application) is required for an Onsite Sewerage Management System such as a Septic Tank. This approval relates to the installation and operation of the system.

Reason: *To ensure the effluent system is installed in an environmentally safe and hygienic manner, and to ensure the system has the capacity to deal with the volume and nature of wastes being disposed of.*

b. Sewer Connections: All connections to or alteration to any sewerage lines must be carried out by a Licensed Plumber/Drainer. A sewerage with as-executed diagram is provided to Council on completion.

Reason: *To ensure a minimum standard of workmanship in relation to any sewer and drainage activity.*

25. Inspections – Plumbing & Drainage Work

An inspection must be undertaken by Council prior to the covering of the works specified below:

a. sanitary plumbing and drainage
b. water supply plumbing
c. completion of all plumbing and drainage works.
d. All stormwater drainage works

Please note that Council requires a minimum of 24 hours' notice to undertake the inspection**.**

26. Aboriginal Cultural Heritage

- No Aboriginal objects may be harmed without an approval from Heritage NSW under the National Parks and Wildlife Act 1974.

- If any Aboriginal object(s) are discovered and/or harmed in, or under the land, while undertaking the proposed development activities, the Proponent must:
    - Not further harm the object(s);
    - Immediately cease all work at the particular location;
    - Secure the area to avoid further harm to the Aboriginal object(s);
    - Notify Heritage NSW as soon as practical by calling 131 555 or emailing: info@environment.nsw.gov.au, providing any details of the Aboriginal object(s) and its location;
    - Not recommence any work at the particular location unless authorised in writing by Heritage NSW.

- If harm to Aboriginal objects cannot be avoided, an application for an Aboriginal Heritage Impact Permit (AHIP) must be prepared and submitted to Heritage NSW before work may continue.

- If skeletal remains are unexpectedly encountered during the activity, work must stop immediately, the area secured to prevent unauthorised access and NSW Police and Heritage NSW contacted.

It is the responsibility of the Proponent to ensure the development is consistent with the Due diligence Code of Practice for the Protection of Aboriginal Objects in New South Wales. All reasonable precautions must be taken to prevent damage to Aboriginal objects.

Reason: *To protect Aboriginal heritage and to ensure compliance with the National Parks and Wildlife Act 1974.*

27. Erosion and sedimentation controls

Erosion and sedimentation controls must be installed and maintained on site in accordance with the approved plan for the duration of construction works. Erosion and sediment controls must be installed in accordance with the document entitled: "Erosion and Sediment Control – A Resource Guide for Local Councils".

Reason: *To prevent water pollution and protect the amenity of the adjoining area, and to comply with the Protection of the Environment Operations Act 1997.*

28. Council property

Any damage or deterioration to any Council property including road reserves, or removal of any existing street trees, must be reinstated to its original condition at the Applicant's expense to the satisfaction of Council. Replacement tree(s) must be the same species and size as the one removed.

Reason: *To maintain safe access for pedestrians and to protect the amenity of the area.*

29. No pollution of waterways

The Applicant must take all necessary precautions and implement measures to prevent pollution of waterways during construction and operation of the development.
Section 120 of the Protection of the Environment Operations Act 1997 it is an offence to pollute waters.

Reason: *To comply with NSW EPA requirements.*

30. Landscaping requirements

Landscaping as per the approved Landscaping Plan, to be installed prior to occupation.

Reason: *To protect the amenity of the area and assist with filtering any dust/debris from the property.*

31. Occupation Certificate

The Applicant must not allow or permit the building (or part of the building, in the case of alteration or additions) to be occupied or used, until:

a) All conditions of this consent have been completed in full;
b) An application for an Occupation Certificate has been completed and lodged with the Principal Certifier via the NSW Planning Portal; and
c) The Principal Certifier has issued an Occupation Certificate.

Reason: To comply with the Environmental Planning and Assessment Act 1979.

Compliance with Government Departments

Rural Fire Service

General Conditions

32. The development proposal is to generally comply with the following plans/documents except where amended by recommendations below.

- The plan titled Proposed Site Layout prepared by IOR, dated 19th September 2025.
- The bush fire assessment prepared by Building Code & Bushfire Hazard Solutions dated 3rd April 2025.

Council is advised that where a minor amendment to the above-noted documents is proposed, Council may use its discretion to determine whether the minor amendment warrants further assessment by the NSW RFS.

Asset Protection Zones

The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

33. From the commencement of building works and in perpetuity, the site surrounding the proposed development must be maintained as an inner protection area for a distance of 50

metres, or the property boundary, whichever comes first. The land must be managed in accordance with the requirements of Appendix 4 of *Planning for Bush Fire Protection 2019*.

When establishing and maintaining an inner protection area, the following requirements apply:

- tree canopy cover should be less than 15% at maturity;
- trees at maturity should not touch or overhang the building;
- lower limbs should be removed up to a height of 2 m above the ground;
- tree canopies should be separated by 2 to 5 m;
- preference should be given to smooth-barked and evergreen trees;
- large discontinuities or gaps in the shrubs layer should be provided to slow down or break the progress of fire towards buildings;
- shrubs should not be located under trees;
- shrubs should not form more than 10% ground cover;
- clumps of shrubs should be separated from exposed windows and doors by a distance of at least twice the height of the vegetation;
- grass should be kept mown (as a guide, grass should be kept to no more than 100mm in height); and
- leaves and vegetation debris should be removed regularly.

Water and Utility Services

The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

34. The provision of water, electricity and gas must comply with the following in accordance with Table 7.4a of *Planning for Bush Fire Protection 2019:*

- reticulated water is to be provided to the development,
- all above-ground water service pipes external to the building are metal, including and up to any taps,
- where practicable, electrical transmission lines are underground,
- where overhead, electrical transmission lines are proposed as follows:
    - lines are installed with short pole spacing (30m), unless crossing gullies, gorges or riparian areas, and
    - no part of a tree is closer to a power line than the distance set out in accordance with the
- specifications in ISSC3 Guideline for Managing Vegetation Near Power Lines.
- reticulated or bottled gas is installed and maintained in accordance with AS/NZS 1596:2014 and the requirements of relevant authorities, and metal piping is used,
- all fixed gas cylinders are kept clear of all flammable materials to a distance of 10m and shielded on the hazard side,
- connections to and from gas cylinders are metal,
- polymer sheathed flexible gas supply - lines are not used, and
- above-ground gas service pipes are metal, including and up to any outlets.

Emergency and Evacuation Planning Assessment

The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

35. A Bush Fire Emergency Management and Evacuation Plan shall be prepared consistent with 'Development Planning- A Guide to Developing a Bush Fire Emergency Management and Evacuation Plan December 2014'.

Transport for NSW

General Conditions

36. Direct vehicular and pedestrian access to the subject site from Sturt Highway (Moama Street) is denied.

37. Prior to issue of any occupation certificate, "No Stopping" signs shall be installed and maintained along the subject site's full frontage to the Sturt Highway.

38. Works within the Sturt Highway shall be located, designed and constructed generally in accordance with the submitted Plan (**attachment 3)** and Austroads Guide to Road Design to the satisfaction of Transport for NSW as amended by the following:

a) As a minimum the intersection of University Road with the Sturt Highway shall be constructed as a sealed Basic Right Turn (BAR)/Basic Left Turn (BAL) intersection treatment in accordance with the Austroads Guide to Road Design and shall be designed for an approved Road Train route.
b) The design speed for the proposed road works shall be 80km/h (as per Austroads Guide to Road Design Part 4A, Table 7.1 – *A Value*)
c) The design vehicle for the works on Sturt Highway shall be a 36.5m B-Triple heavy vehicle.
d) The road works within the road reserve of the Sturt Highway shall be designed and constructed to prevent water from proceeding onto, or ponding within, the carriageway.
e) As a minimum the pavement design of the carriageway of the Sturt Highway shall be in accordance with Austroads standards and to the satisfaction of Transport for NSW for a twenty-year design life.

Prior to the issuing of a Subdivision Works Certificate, the developer must:

39. Enter into a Works Authorisation Deed (WAD) with the TfNSW, or other suitable arrangement as agreed to by TfNSW, for all works on the Sturt Highway.

Notes:

- *A WAD is a legally binding contract between TfNSW and the developer, authorising the developer to undertake works on a State road.*
- *To progress the WAD, the developer needs to email a copy of the conditions of development consent to development.south@transport.nsw.gov.au.*
- *All roadworks and traffic control facilities must be undertaken by a pre-qualified contractor. A copy of pre-qualified contractors can be found on the RMS website at: https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/partners-and-suppliers/tenders-and-11*
- *Any new services or modifications to existing services associated with this development application that involve works on, over or under the Sturt Highway (as defined the area from kerb to kerb) must be incorporated into, and managed under, the Works Authorisation Deed for the project. Note: It is the developer's responsibility to identify these works to TfNSW project manager.*
- More information on WADs can be found at:

https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/partners-and-suppliers/private-development-1-2

Prior to the commencing works within the road reserve, the developer must:

40. Obtain Section 138 consent under the Roads Act, 1993 for the works associated with the WAD.

Notes:

- *TfNSW will be exercising its powers under Section 64 of the Roads Act, 1993 to become the roads authority for works associated with the WAD and therefore responsible for issuing the Section 138 consent for those specific works.*

41. Apply for, and obtain a Road Occupancy Licence (ROL) from the TfNSW prior to commencing roadworks on a State road or any other works that impact a travel lane of a State road or impact the operation of traffic signals on any road.

Notes:

- For information on the ROL process and to lodge an ROL application, please visit: *https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/road-occupancy-licences*
- *The applicant will need to create an account (this may take a few days to register), prior to submitting the ROL application. The applicant must submit the ROL application 10 business days prior to commencing work. It should be noted that receiving an approval for the ROL within this 10 business day period is dependent upon TfNSW receiving an accurate and compliant Traffic Guidance Scheme (TGS).*
- *The application will require a TGS to be prepared by a person who is certified to prepare TGS. Should the TGS require a reduction of the speed limit, a Speed Zone Authorisation from TfNSW will also be required.*
- *The ROL application must include a copy of the Section 138 consent for the works, or other approval letter.*

Prior to the issuing of the Occupation Certificate, the developer must:

42. Provide evidence to Transport for NSW to demonstrate that all works within the road reserve have been completed in line with the development consent.

Development Application Form

HAY SHIRE COUNCIL

Portal Application number: PAN-575301

Council Application number: 2024-67-2

Applicant contact details

First given name	Damien
Other given name/s	
Family name	Mackay
Contact number	0738542910
Email	damien.mackay@tfa.com.au
Address	C/- TFA Project Group, PO 2339 Fortitude Valley Qld 4006
Application on behalf of a company, business or body corporate	Yes
ABN	36009653070
ACN	009653070
Name	IOR PTY LTD
Trading name	IOR PTY LTD
Is the nominated company the applicant for this application	Yes

Owner/s of the development site

Owner/s of the development site	A company, business, government entity or other similar body owns the development site

Owner #	1
Company, business or body corporate name	IOR Property Group No. 2 Pty Ltd
ABN / ACN	

I declare that I have shown this document, including all attached drawings, to the owner(s) of the land, and that I have obtained their consent to submit this application. - Yes

Note: It is an offence under Section 10.6 of the Environmental Planning and Assessment Act 1979 to provide false or misleading information in relation to this application.

Site access details

Are there any security or site conditions which may impact the person undertaking the inspection? For example, locked gates, animals etc.	No

Developer details

ABN	
ACN	
Name	
Trading name	
Address	
Email Address	

Development details

Application type	Review of determination
What is the DA number of the determination which is proposed to be reviewed ?	
Was the DA applied for via the NSW Planning Portal?	Yes

Please provide portal application number (PAN)	PAN-500162

HAY SHIRE COUNCIL

Site address #	1
Street address	310 MOAMA STREET HAY SOUTH 2711
Local government area	HAY
Lot / Section Number / Plan	2/-/DP1212081 ☑
Primary address?	Yes
Planning controls affecting property	Land Application LEP Hay Local Environmental Plan 2011 Land Zoning RU1: Primary Production Height of Building NA Floor Space Ratio (n:1) NA Minimum Lot Size 90 ha Heritage NA Land Reservation Acquisition NA Foreshore Building Line NA Groundwater Vulnerability Groundwater Vulnerability Terrestrial Biodiversity Sensitive Area

Proposed development

Selected common application types	Erection of a new structure
Selected development types	Service station
Description of development	Proposed erection of new unmanned truck refuelling facility and with ancillary double ablutions block - 24 hours, 7 days a week
Dwelling count details	
Number of dwellings / units proposed	
Number of storeys proposed	
Number of pre-existing dwellings on site	
Number of dwellings to be demolished	
Existing gross floor area (m2)	
Proposed gross floor area (m2)	0
Total site area (m2)	
What is the estimated development cost, including GST?	$990,000.00
Estimated development cost	$900,000.00
Do you have one or more BASIX certificates?	
Subdivision	
Number of existing lots	
Proposed operating details	
Number of staff/employees on the site	

Number of parking spaces

Number of loading bays	

Is a new road proposed?	No
	HAY SHIRE COUNCIL
Concept development	
Is the development to be staged?	No, this application is not for concept or staged development.
Crown development	
Is this a proposed Crown development?	

Related planning information

Is the application for integrated development?	Yes
Acts under which licences or approvals are required	Roads Act 1993
Is your proposal categorised as designated development?	No
Is your proposal likely to significantly impact on threatened species, populations, ecological communities or their habitats, or is it located on land identified as critical habitat?	No
Is this application for biodiversity compliant development?	No
Does the application propose a variation to a development standard in an environmental planning instrument (eg LEP or SEPP)?	No
Is the application accompanied by a Planning Agreement ?	No
Section 68 of the Local Government Act	
Is approval under s68 of the Local Government Act 1993 required?	No
10.7 Certificate	
Have you already obtained a 10.7 certificate?	
Tree works	
Is tree removal and/or pruning work proposed?	No
Local heritage	
Does the development site include an item of environmental heritage or sit within a heritage conservation area.	No
Are works proposed to any heritage listed buildings?	No
Is heritage tree removal proposed?	No
Affiliations and Pecuniary interests	
Is the applicant or owner a staff member or councillor of the council assessing the application?	No
Does the applicant or owner have a relationship with any staff or councillor of the council assessing the application?	No
Political Donations	
Are you aware of any person who has financial interest in the application who has made a political donation or gift in the last two years?	No
Please provide details of each donation/gift which has been made within the last 2 years	

Sustainable Buildings

Is the development exempt from the *State Environmental Policy (Sustainable Buildings) 2022* Chapter 3, relating to non-residential buildings?	Yes
Provide reason for exemption. Is the development any of the following:	An alteration or addition with an Estimated Development Cost under $10 million, or a new development with an Estimated Development Cost under $5 million

Payer details

Provide the details of the person / entity that will make the fee payment for the assessment.

The *Environmental Planning and Assessment Regulation 2021* and Council's adopted fees and charges establish how to calculate the fee payable for your development application. For development that involves building or other works, the fee for your application is based on the estimated cost of the development.

If your application is for integrated development or requires concurrence from a state agency, additional fees will be required. Other charges may be payable based on the Council's adopted fees and charges. If your development needs to be advertised, the Council may charge additional advertising fees.

Once this application form is completed, it and the supporting documents will be submitted to the Council for lodgement, at which time the fees will be calculated. The Council will contact you to obtain payment. Note: When submitting documents via the NSW Planning Portal, credit card information should not be displayed on documents attached to your development application. The relevant consent authority will contact you to seek payment.

The application may be cancelled if the fees are not paid:

Company Name	IOR Pty Ltd
ABN	
ACN	
Trading Name	
Email address	damien.mackay@tfa.com.au
Billing address	PO Box 576, Cannon Hill, Qld 4170

Application documents

The following documents support the application.

Document type	Document file name
Bushfire Assessment Report	APPI_Bushfire Report
Cost estimate report	Cost Summary Report_B - S8.2 Cost Summary Report_A
Fee estimate	Fee Estimate_1760767171.pdf DA FEEs Review of DA2024-67
Generated Pre-DA form	Pre-DA form_1758738793.pdf
Landscape plan	APPK_Concept Landscaping Plan - S8.2
Other	APPN_Land Use Critical Risk Assessment - S8.2 APPM_Light Spill Analysis - S8.2 APPL_Proposed 3D Renders Package - S8.2 APPL_Proposed 3D Renders Package - S8.2 APPJ_OSSM System Brochure and Accreditation APPH_Site Survey APPG_PSI Report APPD_Signage Drawings APPC_Building Drawings
Owner's consent	20250912 Signed - Owners-Consent-Form_s8.2 Review of Determination
Site Plans	APPB_DA Drawings - S8.2
Statement of environmental effects	IOR-Hay-Statement of Environmental Effects-Rev D - S8.2
Stormwater drainage plan	APPE_Stormwater & Oily Water Management Statement
Title Documentation / Certificate of Title	APPA_Title Search
Traffic report	APPF_Traffic Impact Assessment - S8.2

Applicant declarations

HAY SHIRE COUNCIL

I declare that all the information in my application and accompanying documents is , to the best of my knowledge, true and correct.	Yes
I understand that the development application and the accompanying information will be provided to the appropriate consent authority for the purposes of the assessment and determination of this development application.	Yes
I understand that if incomplete, the consent authority may request more information, which will result in delays to the application.	Yes
I understand that the consent authority may use the information and materials provided for notification and advertising purposes, and materials provided may be made available to the public for inspection at its Offices and on its website and/or the NSW Planning Portal	Yes
I acknowledge that copies of this application and supporting documentation may be provided to interested persons in accordance with the Government Information (Public Access) 2009 (NSW) (GIPA Act) under which it may be required to release information which you provide to it.	Yes
I agree to appropriately delegated assessment officers attending the site for the purpose of inspection.	Yes
I agree to pay any required NSW Planning Portal Service Fee/s specified under Schedule 4 of the Environmental Planning and Assessment Regulation 2021 to the Department of Planning, Housing and Infrastructure.	Yes
I have read and agree to the collection and use of my personal information as outlined in the Privacy Notice	Yes
I confirm that the change(s) entered is/are made with appropriate authority from the applicant(s).	

Lodgement details

Outcome of the pre-lodgement review	Application was lodged
Applicant paid the fees?	Yes
Total fee paid	$2,224.18
Council unique identification number	2024-67-2
Date on which the application was lodged into Council's system	14/10/2025

Docusign Envelope ID: A7486EC7-00C4-4111-B148-C02A90E383E1

HAY SHIRE COUNCIL

Owners Consent Form

- [x] Development Application
- [ ] Construction Certificate
- [ ] Complying Development Certificate
- [ ] Subdivision Certificate
- [ ] Strata Certificate

Owner/s Details

Name/s: IOR Property Group No.2 Pty Ltd

Postal Address:

Phone:

Email:

Note: All registered property owners of the land must sign. In the case of a Company, the consent of the authorised person must be provided on letterhead. If the property is part of a strata plan, it is the responsibility of the property owner to seek advice or approval from the strata management group prior to commencing works.

Property Details

Lot 2 Section N/A DP 1212081

Street address 310 Moama Street, Hay South NSW Postcode 2711

Consent

I/We consent to IOR Pty Ltd C/- TFA Project Group

(Applicant Name)

lodging an application with Hay Shire Council for the construction/installation of:

Unmanned truck refueling facility (service station) - Section 8.2 Review of Determination on my/our land.

I/we consent to authorised officers of Council to access my/our property in order for them to process this application and determine compliance with any consent that the Council may issue. Access to my/our property may occur in my/our absence.

Appointment of Principal Certifying Authority (PCA)

Applicable for Construction Certificates and Complying Development Certificates Only

Indicate with a tick which one of the following statements apply:

- [ ] I/we appoint Hay Shire Council as the Principal Certifying Authority (PCA).
- [ ] I/we do not appoint Hay Shire Council as the PCA. At least two days prior to construction, I/we will provide Council with details of the appointed PCA.

All Owners Signatures

Print Name	Print Name	Print Name
Stewart Morland	Ross Mackenzie	
Signature	**Signature**	**Signature**
Signed by: 7420D81308B548B...	DocuSigned by: Ross Mackenzie F9E07D3CE6204B...	
Date	**Date**	**Date**
12 September 2025	12 September 2025	

Provided by CITEC Confirm

NEW SOUTH WALES LAND REGISTRY SERVICES - TITLE SEARCH

FOLIO: 2/1212081

SEARCH DATE	TIME	EDITION NO	DATE
5/6/2024	4:43 PM	2	5/12/2019

LAND

LOT 2 IN DEPOSITED PLAN 1212081
AT HAY SOUTH
LOCAL GOVERNMENT AREA HAY
PARISH OF HAY SOUTH COUNTY OF WARADGERY
TITLE DIAGRAM DP1212081

FIRST SCHEDULE

IOR PROPERTY GROUP NO. 2 PTY LTD (T AP738672)

SECOND SCHEDULE (1 NOTIFICATION)

1 LAND EXCLUDES MINERALS AND IS SUBJECT TO RESERVATIONS AND CONDITIONS IN FAVOUR OF THE CROWN - SEE CROWN GRANT(S)

NOTATIONS

UNREGISTERED DEALINGS: NIL

*** END OF SEARCH ***

19297 IOR Hay PRINTED ON 5/6/2024

Provided on 05/06/2024 04:43 PM by CITEC Confirm

* Any entries preceded by an asterisk do not appear on the current edition of the Certificate of Title. Warning: the information appearing under notations has not been formally recorded in the Register.

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COST SUMMARY REPORT

1.1 Outline of Proposal

Outline of Proposal: The proposed development is for the erection of an unmanned truck refuelling facility (service station) over the site.

Generally, the works will include:

- One (1) x 80kL / 15kL aboveground, doubled-walled, self-bunded, combination tank for the storage of diesel AdBlue product;
- In-built fuel dispensing equipment located at the front of the tank;
- Two (2) x concrete fuel dispensing areas;
- One (1) x future concrete fuel dispensing area and future sealed surface;
- Enviro OE30 full retention oily water separator
- Standalone double ablutions block providing toilets and showers;
- Nominal 215m2 dispersal area via on-site water treatment system;
- Truck manoeuvring areas and crossovers to be of a bitumen seal surface;
- Site access to be gained via ingress only / egress only vehicle crossover points located along the University Road frontage;
- Proposed University Road and Moama Street intersection upgrade
- Dedicated 5m wide landscape buffer with tree screening including local native and climate resilient species to Moama Street / Sturt Highway;
- Dedicated 2m wide landscaping buffer with mature trees along University Road;
- Nominal 2.4m high double-lapped timber acoustic fence, 56m long parallel to the truck refuelling lane behind the ablutions block; and
- Nominal 2m high timber screening fence, 90m long parallel to the highway (behind the trees and landscaping strip) and 20m following the external curve of the internal driveway in the corner.

Site Address: 310 Moama Street, Hay South NSW 2711
Lot 2 on 1212081

Applicant Details: IOR Pty Ltd
C/- TFA Project Group
166 Knapp Street, FORTITUDE VALLEY QLD 4006

1.2 Building Construction Cost Estimate for Proposed Unmanned Truck Refueling Facility (Service Station) Development for IOR Hay

ASSET DESCRIPTION	COST ESTIMATE
Proposed works as described above	$1,100,000.00
TOTAL COST incl GST	$1,210,000.00

STATEMENT OF ENVIRONMENTAL EFFECTS

IOR – HAY

DEVELOPMENT APPLICATION FOR SERVICE STATION (UNMANNED TRUCK REFUELLING FACILITY) TO ACCOMPANY REVIEW OF DETERMINATION IN ACCORDANCE WITH SECTION 8.2 OF THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979

TFA Project Group

CREATE · PLAN · DELIVER

PROJECT MANAGERS | PLANNERS | DESIGNERS | ENGINEERS

STATEMENT OF ENVIRONMENTAL EFFECTS

IOR – Hay

Development Application for Service Station (Unmanned Truck Refuelling Facility) to Accompany Review of Determination in Accordance with Section 8.2 of the Environmental Planning and Assessment Act 1979

CLIENT: IOR Pty Ltd (IOR)

ADDRESS: 310 Moama Street, Hay South NSW 2711

TFA REFERENCE: 19297

TFA CONTACT: Damien Mackay

Document Control

REVISION	DATE	PREPARED BY	REVIEWED BY	COMMENTS
A	20 Dec 2024	C. Kong	D. Mackay	Final
B	7 April 2025	T. Berg	D. Mackay	Amended
C	3 Sept 2025	D. Mackay	J. Rowell	Section 8.2 Review
D	19 Sept 2025	D. Mackay	J. Rowell	Section 8.2 Review – Updated

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PREAMBLE

The following key matters are outlined below in support of the proposed IOR unmanned refuelling facility at the subject location:

1. The proposed development has been through a rigorous Planning Proposal assessment process which in itself involved public exhibition and was approved via Council Meeting on 12 August 2025 (PP-2023-2746). The facility is now listed as an Additional Permitted Uses under Schedule 1 of the Hay LEP;

2. The unmanned facility, by virtue of its location in close proximity to the major highway (along an approach route into South Hay) and location within an area earmarked by the council for future industrial zoning (South Hay Industrial Precinct), is considered well located to serve the needs of the heavy vehicle industry. This future industrial precinct South of Hay was endorsed by the council in the public interest first under the Hay Local Strategic Planning Statement (LSPS) at the Coucnil Ordinary Meeting (Local Strategic Planning Statements 20-060) in May 2020 and again under the Hay Structure Plan at the Council Ordinary Meeting (Structure Plan Adoption 22-088) resolved to be adopted by the Councillors in July 2022 with both of these length council processes undergoing public notification and submissions to engage the public interest;

3. The proposed development provides a significant upgrade to Moama Street (the Sturt Highway) / University Road intersection in order to cater for the largest size of anticipated heavy vehicle (note: this road design has been endorsed by TfNSW and will serve the future industrial developments upon completion of the area's industrial rezoning);

4. The proposed development is expected to generate an average of one vehicle per hour to the refuelling facility. Generally, it is expected that on average the total number of vehicles varying across a flexible 24-hour period would be in the order of 20 – 30 vehicles per day, which is minimal in comparison to the existing traffic movements along this section of the highway and is not anticipated to have any adverse impact on the surrounding road network with over 50 percent of those users being existing trade on the highway either entering or exiting the region; and

5. Notwithstanding the proximity to major highway and future earmarked industrial zoning, meaningful mitigation measures are proposed to address public amenity by surrounding residences including – 2.4m high double-lapped acoustic timber fence attenuating noise from truck refuelling lanes, 2m high screening timber fence to highway frontage, dedicated 5m wide landscaping buffer with mature tree screening to Moama Street, best-practice lighting management controls and anti-glare lighting shields, and appropriate setbacks from the public realm.

TFA artist impression of the proposed IOR site with mature trees screening / timber fencing at the highway T-intersection

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EXECUTIVE SUMMARY

Applicant

Applicant Details	IOR Pty Ltd
Contact Details	C/- Damien Mackay (Senior Town Planner) TfA Project Group PO Box 2339 FORTITUDE VALLEY QLD 4006

Site

Address	310 Moama Street, Hay South NSW 2711
Site Details	Lot 2 DP1212081
Site Area	Overall Site Area – 42,054 m^2 (Approx.) Development Area – 8,271 m^2 (Approx.)
Current Land Use	Agricultural production

Proposal

Proposal Description	Proposed erection of new unmanned truck refuelling facility and with ancillary double ablutions block – 24 hours, 7 days a week
Application Type	Development Application – Permitted with Consent (Schedule 1: Additional Permitted Use) Section 8.2 Review of Determination under the E&PA Act

Local Government

Determining Authority	Hay Shire Council
LEP Instrument	*Hay Local Environmental Plan 2011*
Zone	RU1 – Primary production

State Government

SEPPs	• Transport and Infrastructure • Resilience and Hazards • Industry and Employment

1.0 INTRODUCTION

This Statement of Environmental Effects (SEE) has been prepared by TFA Project Group on behalf of IOR Pty Ltd (the Applicant) to accompany a review of determination made under section 8.2 of the Environmental Planning and Assessment Act 1979.

The development application is made over land located at 310 Moama Street, Hay South NSW 2711, formally described as Lot 2 DP1212081.

The application seeks approval for an unmanned truck refuelling facility (service station) development with in-built refuelling dispensers and oily water drainage system as well as a standalone double ablutions block. The unmanned truck refuelling facility will have the main function of refuelling of heavy vehicles via pre-paid card arrangement for customers and is proposed to operate 24 hours per day, seven days per week.

This report, which is submitted in support of the application, provides details of the proposed development and addresses relevant planning, design, engineering and environmental matters associated with the proposal. The application is accompanied by the following consultant reports / documentation:

- **Appendix A:** Title Search
- **Appendix B:** Development Application Drawings – Amended for S8.2 Review
- **Appendix C:** Building Drawings
- **Appendix D:** Signage Drawings
- **Appendix E:** Stormwater and Oily Water Management Statement
- **Appendix F**: Traffic Impact Assessment Report – Amended for S8.2 Review
- **Appendix G**: PSI Report
- **Appendix H**: Site Survey
- **Appendix I**: Bushfire Report
- **Appendix J:** OSSM System Brochure and Accreditation
- **Appendix K:** Conceptual Landscape Plan – Prepared for S8.2 Review
- **Appendix L**: Proposed 3D Rendered Perspectives – Prepared for S8.2 Review
- **Appendix M**: Light Spill Analysis Supporting Advice – Prepared for S8.2 Review
- **Appendix N:** Land Use Critical Risk Assessment – Amended for S8.2 Review

To assist in Council's determination of the development application, this SEE covers the following matters:

- **Section 2:** a site description including site characteristics and the context of the surrounding area;
- **Section 3:** a description of the proposed development;
- **Section 4:** an assessment of the proposed development against the relevant planning provisions; and
- **Section 5:** an environmental assessment of the proposed development.

2.0 THE SITE

2.1 Site Description

The overall allotment is located at 310 Moama Street, Hay South NSW 2711 and is formally described as Lot 2 DP1212081. The site is approximately 42,055m2 in area and is relatively flat in nature. The site currently supports agricultural production activities (vineyard). The site is located in the Hay Shire Council local government area (LGA).

The subject area of the overall allotment which will accommodate the proposed unmanned refuelling facility, hereon referred as 'the subject site' has a proposed area size of approximately 8,271 m^2. The subject site will be located at the northern end of the overall allotment. The subject site has frontages of approximately 200m on Moama Street and 240m on University Road. The site is currently accessed via University Road and Moama Street (which forms part of the Sturt Highway) has a speed limit of 60kmph, and University Road has a speed limit of 80kmph.

Figure 1 below provides an aerial view of the site and Figure 2 overleaf provide a street view of the site from Moama Street and University Road intersection.

Figure 1: Aerial View – Overall site highlighted in red (Source: Nearmap)

Figure 2: Aerial View – Development area highlighted (Source: Nearmap)

Figure 3: Southeastern view of site from the Moama Street and University Road intersection (Source: Google)

2.2 Surrounding Uses

The subject site adjoins Moama Street (the Sturt Highway) immediately to the north. The site is surrounded by agricultural production uses to the south, east, and west. These areas are zoned RU1 (Primary Production).

Residential land uses zoned RU5 (Village) are located on the opposite side of Moama Street to the north of the site. The nearest residential use is approximately 100 metres to the north of the subject site (located on Miller Street).

Figure 4 overleaf depicts the location of the surrounding land uses.

Figure 4: Surrounding Land Uses (Source: Nearmap/Google)

3.0 PROPOSED DEVELOPMENT

3.1 Description of the Proposal

This development application seeks planning approval for the proposed unmanned truck refuelling facility (service station) over the site. The facility operates 24 hours per day, seven days per week and payment of fuel can be made via swipe card technology. All drawings of the proposal are attached in **Appendix B** of this application.

The facility involves the following main features:

- One (1) x 80kL / 15kL aboveground, doubled-walled, self-bunded, combination tank for the storage of diesel (combustible and non-flammable) and AdBlue product (non-combustible / non-flammable);
    - 80,000L diesel fuel;
    - 15,000L AdBlue product;
        - AdBlue is a diesel exhaust fluid used in modern trucks to reduce oxides / nitrogen levels;
- In-built fuel dispensing equipment located at the front of the tank;
- Two (2) x concrete fuel dispensing areas;
- One (1) x future concrete fuel dispensing area and future sealed surface;
- Stormwater runoff and any spillage that may occur during the dispensing of fuel will be captured and directed to an Enviro OE30 full retention oily water separator via underground pipe network for hydrocarbon removal;
- Standalone double ablutions block providing 2x toilets and 2x shower facilities for truck drivers;
- Nominal 2.4m high double-lapped timber acoustic fence, 56m long parallel to the truck refuelling lanes behind the ablutions block;
- Nominal 2m high timber screening fence, 90m long parallel to the highway (behind the trees and landscaping strip) and 20m following the external curve of the internal driveway in the corner;
- Nominal 215m^2 dispersal area for treated water from the double ablutions block via the on-site water treatment system;
- Site access and on-site manoeuvrability will cater for 36.5m B-triples being the largest anticipated heavy vehicle accessing the site;
- Truck manoeuvring areas and crossovers to be of a bitumen seal surface;
- Site access to be gained via ingress only / egress only vehicle crossover points located along the University Road frontage;
- Proposed 2m wide (approx.) landscaping strip along the subject site frontage to University Road;
- Proposed University Road and Moama Street intersection upgrade to allow for largest anticipated vehicles;
- Erection of 2x small entry / 2 x exit signs close to the proposed access points;
- Erection of wall signs on the proposed aboveground tank;
- Dedicated 5m wide landscape buffer with tree screening including local native and climate resilient species to Moama Street / Sturt Highway;
- Dedicated 2m wide landscaping buffer with mature trees along University Road;
- Incorporation of best practise lighting controls including anti-glare light shields and controlled light dimming during ‘curfew’ hours to council’s satisfaction;
- One (1) vehicle per hour on average over a flexible 24-hour period of traffic generation in the order of 20-30 vehicles; and
- 24 hours, 7 days per week operation.

Refer to the DA drawings in **Appendix B** of this report and Figure 5 below for a plan extract.

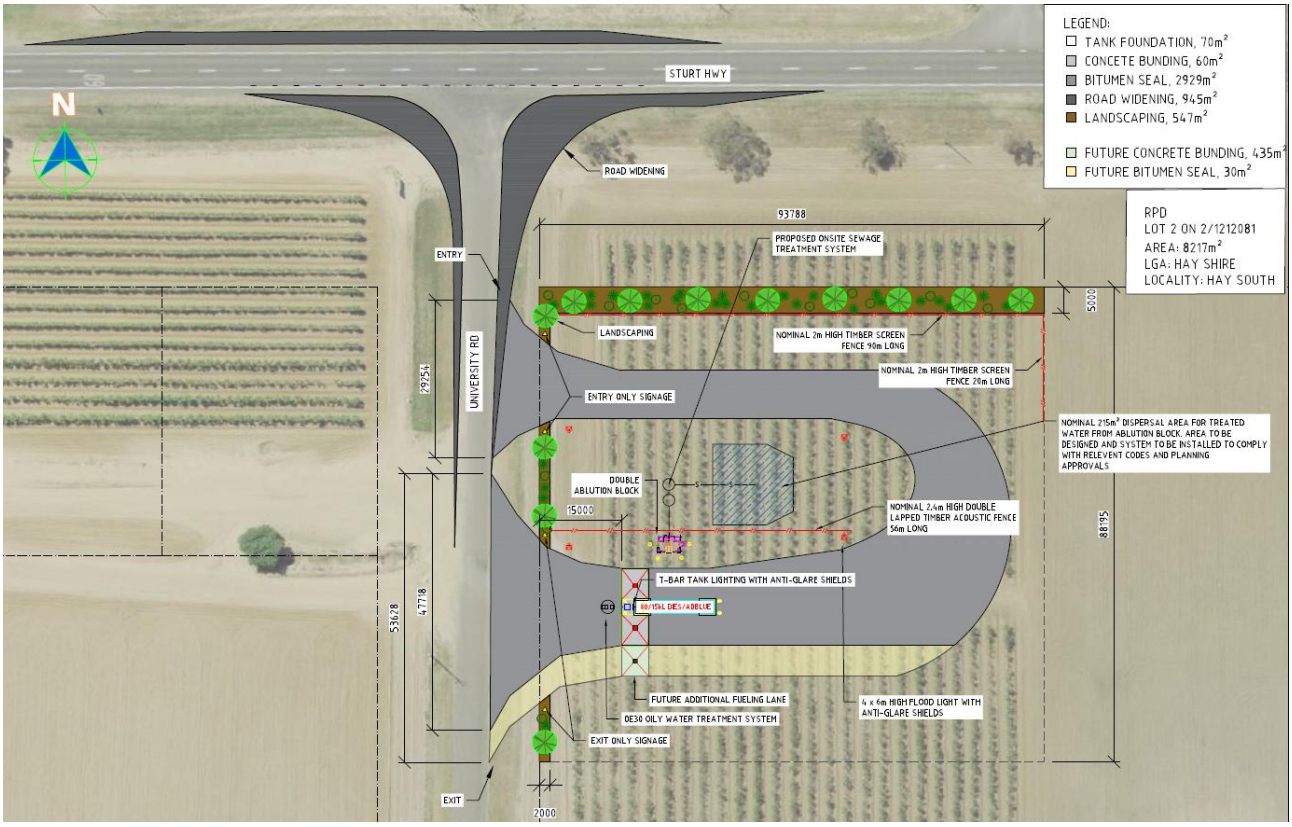


Figure 5: Extract of the proposed site plan (Source: IOR)

3.1.1 Access and Site Queuing

Vehicular access to the site will be via separate ingress / egress vehicle cross-over points located along the University Road frontage. These new crossover / driveways have been sized accordingly based on the required swept path of the largest anticipated vehicle to enter the site (a 36.5m long B-triple).

The proposed development is expected to generate an average of one vehicle per hour. Generally, it is expected that on average the total number of vehicles varying across a flexible 24-hour period would be in the order of 20 – 30 vehicles per day, which is minimal and is not anticipated to have any adverse impact on the surrounding road network with over 50 percent of the users being existing trade along the highway.

With the nighttime period (7pm to 5am) expected around 15% on average of total traffic numbers based off other similar-sized IOR refuelling facilities within the broader region with close proximity to a highway.

All proposed roads, crossovers, and internal driveways will be appropriately sealed to mitigate the creation of dust from heavy vehicles accessing and exiting the site.

Sufficient Safe Intersection Sight Distance is available at the intersection of Moama Street/ University Road between vehicles exiting the site via University Road and vehicles traveling eastbound and westbound along Moama Street.

The purpose of the turning paths drawing in **Appendix B** is to illustrate how the largest anticipated vehicle (a B-Triple) can safely access, manoeuvre throughout and exit the site in a forward gear. Further, the turning paths drawing in **Appendix B** indicates that the facility can accommodate up to two heavy vehicles refuelling at any one time.

The existing road network and site dimensions (site frontage and depth) of the proposed facility within the site, are considered to be sufficient for the scale and nature of the intended use without compromising the safety and function of the surrounding road network. There have been no crashes recorded in the most recent five years in the immediate vicinity of the site.

For further details, refer to the traffic impact assessment report prepared by TTPP in **Appendix F**.

3.1.2 Tank Storage

The proposed development includes one (1) x above-ground, double-walled, self-bunded split tank. The tank will hold a total volume of 80,000L (approx.) of diesel fuel (combustible) and 15,000L (approx.) of AdBlue product (non-combustible / non-flammable) used for refuelling / fuel unloading purposes. Dispensers will be in-built into the front of the combination tank as shown on the relevant elevation drawings.

The proposed development will only provide for diesel fuel and does not propose unleaded (petrol) fuel.

The tank is manufactured to comply with Australian Standard AS1692 (Steel tanks for flammable and combustible liquids) and once installed, will comply with Australian Standard AS1940 (The storage and handling of flammable and combustible liquids).

3.1.3 Stormwater and Oily Water Management

Dispensing of fuel for the trucks will occur in concrete bunded areas. Stormwater runoff and any spillage that may occur during the dispensing of fuel will be captured by grated gully pits located at the centre of the bunded areas and directed to an Enviro OE30 full retention oily water separator via underground pipe network for hydrocarbon removal. This unit is compliant with the requirements of EN-858-1 “Class 1” oil/water separators. Treated water from the Enviro OE30 unit will be then discharged to the site’s stormwater network.

The Enviro OE30 device is a fully integrated in-line device capable of removing pollutants including oils from run-off. The internal surface can be inspected and washed as required, whilst screens can be removed and cleaned if and as required.

The OE30 will be fitted with an oil alert probe for oil spill detection and maintenance monitoring which includes an alarm panel for remote mounting. The alarm is triggered when hydrocarbon build-up accumulates, allowing the removal by a licensed contractor when required. Under normal operation, the Enviro OE30 unit will discharge treated stormwater with a total petroleum hydrocarbons (TPH) content below 5ppm (mg/L).

Stormwater surface runoff from the balance of the site will be directed into the existing network of channels within the verge of University Road (western boundary) and Sturt Highway (northern boundary). Runoff from the northern and eastern boundaries of the site will flow as sheet flow towards the western boundary, where it will be conveyed to the verge of University Road and collected by table drains. Treated water from the oily-water separator will also be discharged into the existing table drain within the verge of University Road.

A dedicated landscape buffer strip will be provided along the street frontages of University Road and Moama Street to aid with the removal of nutrients and suspended solids present in the stormwater runoff.

For further information, refer to the typical interceptor section detail drawing in **Appendix B** and Oily Water Management Statement in **Appendix E**.

3.1.4 Outdoor Lighting Controls

The proposed development will provide best-practice lighting management controls and anti-glare lighting shields to sufficiently mitigate obtrusive lighting effects to nearby residents and local road users along the highway.

From the light spill analysis undertaken Light Harmony in **Appendix M**, it was recommended that controlled lighting levels could be deployed over the site using a dimming strategy with activation or specific set light levels at certain times (i.e. council curfew hours assumed between 11pm - 6am). This would allow for adequate safe movement light levels and pump operation with a lower lit environment reducing any perceived visual brightness and reduce potential light pollution late at night and into the early morning before dusk to any nearby residential dwellings. This would involve a condition of development consent imposed by the council to implement a dimming strategy during curfew hours to their satisfaction and consistent with community expectations.

The proposed lighting for the development will be in accordance with AS4282 Control of Obstructive Effects of Outdoor Lighting as required under any relevant and reasonable conditions of development consent along with the conditional requirement of a detailed light spill management plan.

3.1.5 Double Ablutions Block

A 4.2m x 3m (3m in height) 'unisex' standalone double ablution block is proposed on site. This double ablution block will comprise of two toilets and two shower facilities. Access to the ablutions block will be via swipe card / key-tag and pre-arranged with the fuel provider like that of the use of the unmanned fuel facility.

The ablutions block will be connected to the proposed onsite sewage treatment system. The ablutions block and treatment system will be designed and installed to comply with the relevant codes and approvals.

The details of the ablutions block, including its location on the site and relevant layout / elevations, are included in the proposed site layout drawings in **Appendix B** and ablutions building drawings in **Appendix C**.

3.1.6 Intersection Upgrade

It is proposed to provide a BAL and BAR treatment for the Moama Street / University Road intersection, which will comply with the Austroads requirements. The intersection upgrade will be designed for the largest anticipated vehicle (a B-Triple).

For further details, refer to the conceptual road upgrade civil drawings attached to the traffic report prepared by TTPP in **Appendix F**.

3.1.7 Dedicated Landscaping and Tree Screening

A dedicated 5m wide landscaping strip with tree screening within the lot is proposed along Moama Street (Sturt Highway) to the length of the development and 2m wide landscaping along University Road to enhance the visual appearance of the proposed development and soften the effect of hard surfaces and built form.

The extent of tree screening and landscaping along Moama Street is indicatively depicted in the 3D rendered perspectives prepared by TFA Project Group in **Appendix L**. These 3D rendered perspectives include two scenarios: - the initial sapling stage when first planted; and the established mature growth stage for comparison.

3.1.8 Acoustic & Screening Fences

A nominal 2.4m high double-lapped acoustic timber fence is proposed within the middle of the development site which will run 56m long parallel to the truck refuelling lanes behind the ablutions block.

A nominal 2m high timber screening fence is proposed which will run parallel to the highway frontage (behind the dedicated trees and landscaping strip), with an additional 20m following the curve of the driveway in the corner of the development.

The proposed acoustic and screening fencing offers both noise attenuation and visual screening of site operations, mitigating amenity impacts on surrounding sensitive land uses. The fencing and dedicated trees included in the design will create obstacles to reduce and mitigate any stray spill light from operations to nearby neighbours across Moama Street / the Sturt Highway.

The new acoustic and screening fences will be of an appropriate design to positively integrate with the proposed development site and existing street. The fencing will utilise materials and colours compatible with the building and existing landscaping on the site, while providing effective screening and noise attenuation to adjoining properties.

3.1.9 OSSM System

The proposed on-site sewer management (OSSM) system for the proposed ablution block would include an Aqua-Nova Aerated Wastewater Treatment System or similar product which has a Certificate of Accreditation by the NSW Health. The OSSM system will be operated in accordance with strict conditions to council's satisfaction as part of any Section 68 approval.

For details of the product specifications in **Appendix J** for the standard units that IOR install for ablutions blocks where an OSSM system is required.

4.0 STATUTORY CONTEXT

4.1 Environmental Planning & Assessment Act 1979 (EP&A Act)

Section 4.2 of the EP&A Act states that if an environmental planning instrument specifies development may not be carried out except with development consent, consent must be obtained from a consent authority under Part 4 of the Act. Clause 2.3 and the associated Land Use Table of the *Hay Local Environmental Plan 2011* (the HLEP) requires the proposed use to obtain development consent (see Section 4.2). The consent authority for the purpose of the HLEP is Hay Shire Council (Council).

Section 4.15 of the EP&A Act outlines the matters which need to be considered by the consent authority when determining a development application under Part 4. This SEE has been prepared in accordance with and considered all relevant provisions of Section 4.15.

4.2 Hay Local Environmental Plan 2011

The HLEP makes local environmental planning provisions for land within the Hay Shire Council LGA (Council). Council is the consent authority for the purposes of the HLEP.

4.2.1 Site Zoning

Under the HLEP, the subject site is zoned RU1 (Primary production). Refer Figure 6 below.

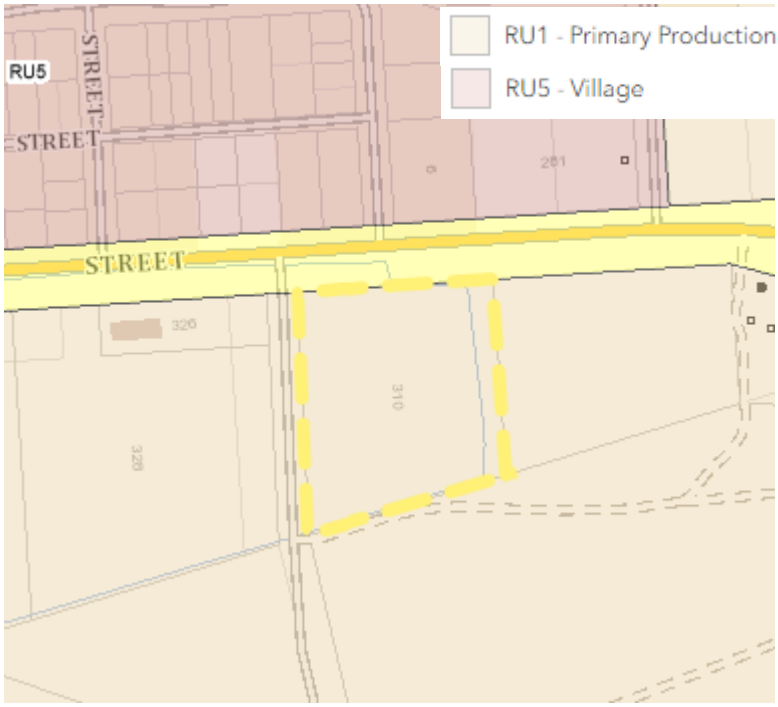


Figure 6: Zoning Map – subject site bound in yellow (Source: NSW Planning)

4.2.1.1 Objectives

The objectives of the RU1 (Primary Production) zone are:

- *To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*
- *To encourage diversity in primary industry enterprises and systems appropriate for the area.*
- *To minimise the fragmentation and alienation of resource lands.*

- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*

The use of the site for the purposes of an unmanned refuelling facility (service station) is consistent with the objectives of the zone. There will be minimal adverse impact on nearby land uses and the unmanned truck refuelling facility provides a convenient service for workers in the area to refuel.

4.2.1.2 Permissibility

Under the HLEP 'service station' is defined as:

service station *means a building or place used for the sale by retail of fuels and lubricants for motor vehicles, whether or not the building or place is also used for any one or more of the following:*

(a) the ancillary sale by retail of spare parts and accessories for motor vehicles,

(b) the cleaning of motor vehicles,

(c) installation of accessories,

(d) inspecting, repairing and servicing of motor vehicles (other than body building, panel beating, spray painting, or chassis restoration),

(e) the ancillary retail selling or hiring of general merchandise or services or both.

The site is zoned RU1 (Primary Production) under *Hay Local Environmental Plan 2011* (the Hay LEP). The land use table for the RU1 zone lists development as prohibited development. The land use table for the RU1 zone in the Hay Shire Council LGA is shown below:

> ***2 Permitted without consent***
>
> *Environmental protection works; Extensive agriculture; Home-based child care; Home occupations; Roads; Water reticulation systems*
>
> ***3 Permitted with consent***
>
> *Agritourism; Air transport facilities; Airstrips; Animal boarding or training establishments; Aquaculture; Bed and breakfast accommodation; Boat launching ramps; Boat sheds; Building identification signs; Business identification signs; Cellar door premises; Cemeteries; Community facilities; Correctional centres; Depots; Dual occupancies (attached); Dwelling houses; Eco-tourist facilities; Environmental facilities; Extractive industries; Farm buildings; Farm stay accommodation; Forestry; Freight transport facilities; Helipads; Home businesses; Home industries; Home occupations (sex services); Industrial training facilities; Information and education facilities; Intensive livestock agriculture; Intensive plant agriculture; Jetties; Landscaping material supplies; Open cut mining; Plant nurseries; Recreation areas; Recreation facilities (major); Recreation facilities (outdoor); Roadside stalls; Rural industries; Rural workers' dwellings; Veterinary hospitals; Water recreation structures; Water supply systems*
>
> ***4 Prohibited***
>
> *Any development not specified in item 2 or 3*

However, the Hay LEP gives provision under Clause 2.5 for an additional permitted use for a particular piece of land:

> ***2.5 Additional permitted uses for particular land***
>
> *1) Development on particular land that is described or referred to in Schedule 1 may be carried out—*
> *(a) with development consent, or*
> *(b) if the Schedule so provides—without development consent,*
> *in accordance with the conditions (if any) specified in that Schedule in relation to that development.*
> *2) This clause has effect despite anything to the contrary in the Land Use Table or other provision of this Plan.*

While service stations are listed as prohibited under the RU1 zone, the site is listed as containing Additional Permitted Uses under Schedule 1 of the Hay LEP as follows:

1 Use of land at Moama Street, Hay South

3) This clause applies to Lot 2, DP 1212081, 310 Moama Street, Hay South.
4) Development for the purposes of service stations is permitted with development consent.

Thereby, the proposed unmanned truck refuelling facility (service stations) will be permitted with consent pursuant to the Additional Permitted Uses under Schedule 1 of the Hay LEP.

4.2.2 Minimum Lot Size

The subject site is not identified on the LEP's Minimum Lot Size map as having a particular minimum lot size.

4.2.3 Building Height

The site is not identified on Council's Maximum Building Height mapping as having a maximum building height.

4.2.4 Heritage

The subject site is not identified on the LEP's heritage map as being located within heritage listed land.

4.2.5 Bushfire Prone Land

The overall site is located within a vegetation buffer category of mapped bushfire prone land as shown in Figure 7 below. With the proposed works located on bushfire prone land, Section 4.14 of the *Environmental Planning and Assessment Act 1979* applies which requires compliance with the specifications and requirements of Planning for Bushfire Protection. A bushfire report has been prepared by Building Code and Bushfire Hazard Solutions (BCBHS) in **Appendix I**, to support the proposed development for the unmanned diesel refuelling facility. The report has considered the bushfire hazard on a site-specific basis that includes an assessment of the local bushland area and its possible impact to the subject site. Based on the recommended bushfire safety measures in the report and the site-specific bushfire risk assessment, their combination will allow a reasonable and satisfactory level of bushfire protection for the proposed development.

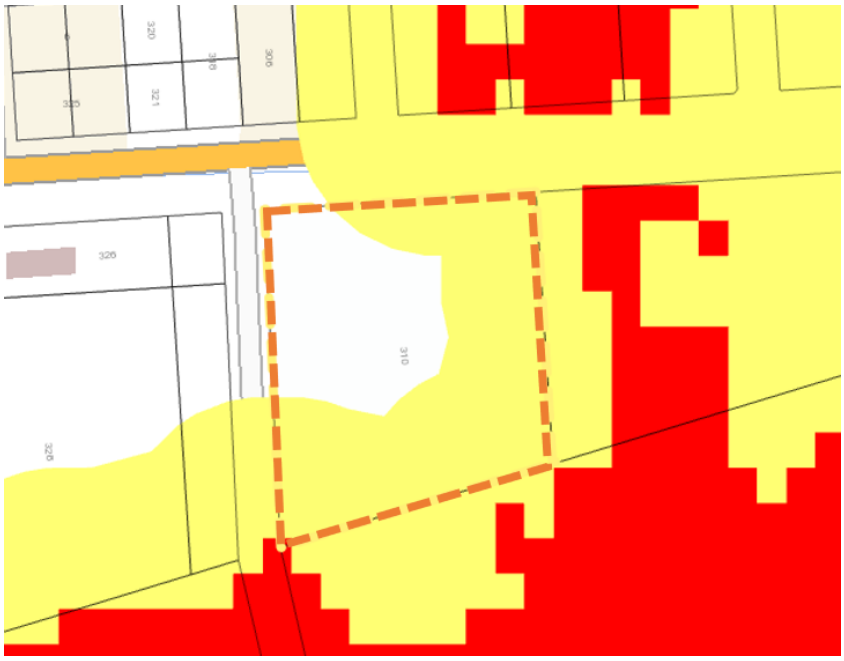


Figure 7: Bushfire Prone Land – Overall site bound in red (Source: NSW Gov)

4.2.6 Flood

The overall site is identified as within the 1% AEP design flood mapping under the *Hay and Maude Flood Study 2023* completed by the Hay Shire Council. Figure 8 below shows that the entire site (highlighted in red) is within mapped flood depths ranging from 0.1m in the north-western extent of the site (light blue shading) to 0.7m in the far south-eastern extent (yellow shading). The proposed footprint of the development will be located in the far north-west corner of the overall site, which is mapped as lowest flood risk. Additionally, the ablutions block will be elevated above the 1% AEP level. Thereby, the flood risks for the development would be considered acceptable.

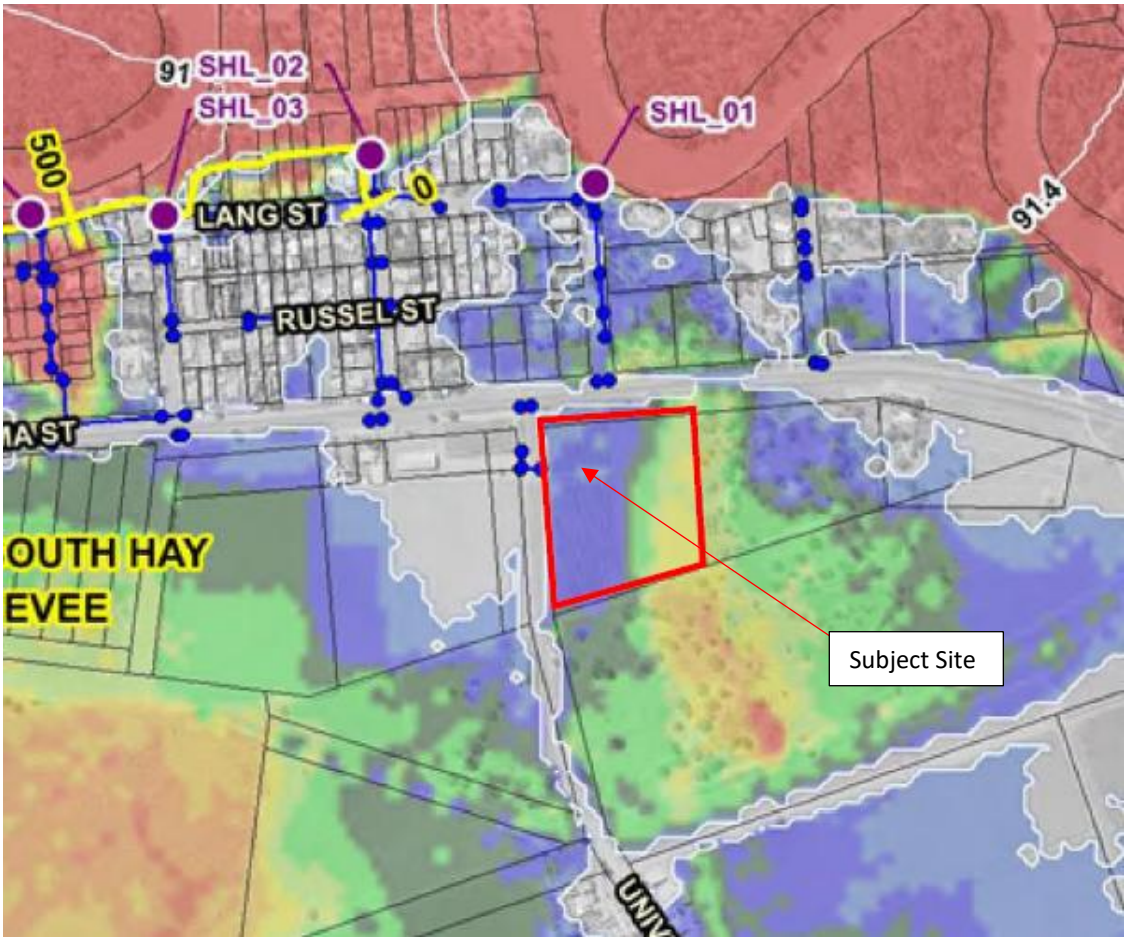


Figure 8: Flood extent – Overall site bound in red (Source: RD, DCCEEW)

4.3 Hay Local Strategic Planning Statement (LSPS)

The Hay LSPS has identified the site and wider area for future industrial zoning. The LSPS states that:

> *As such suitable zonings can be proposed for the Highway interfaces, which can include:*
>
> - *IN1 General Industrial, which includes the following potential uses as permitted with consent: Community facilities; Freight transport facilities; Garden centres; General industries; Hardware and building supplies; Highway service centres; Industries; Industrial retail outlets; Light industries; Neighbourhood shops; Research stations; Rural industries; Rural supplies; Service stations; Take away food and drink premises; Transport depots; Truck depots; Warehouse or distribution centres; Wholesale supplies.*
>
> *and*
>
> *Expanding the Industrial Zones around the Highway interfaces provide opportunities for industrial as well as commercial uses. Industrial Zones will also help provide opportunities in the agricultural supply chain for the*

region, i.e. packing, agricultural supplies, and agricultural services, as well as encourage agribusiness diversification.

Figure 9: Extract from Hay LSPS – Site highlighted in blue (Source: HSC)

The proposed development is considered to in line with the Hay LSPS given the nature of the proposed unmanned truck refuelling facility.

4.4 Hay Structure Plan

The Hay Structure Plan gives further detail on the strategic direction given in the Hay LSPS. The subject site for the proposed development application (unmanned truck refuelling facility) is earmarked for industrial development, as can be seen in the extract below.

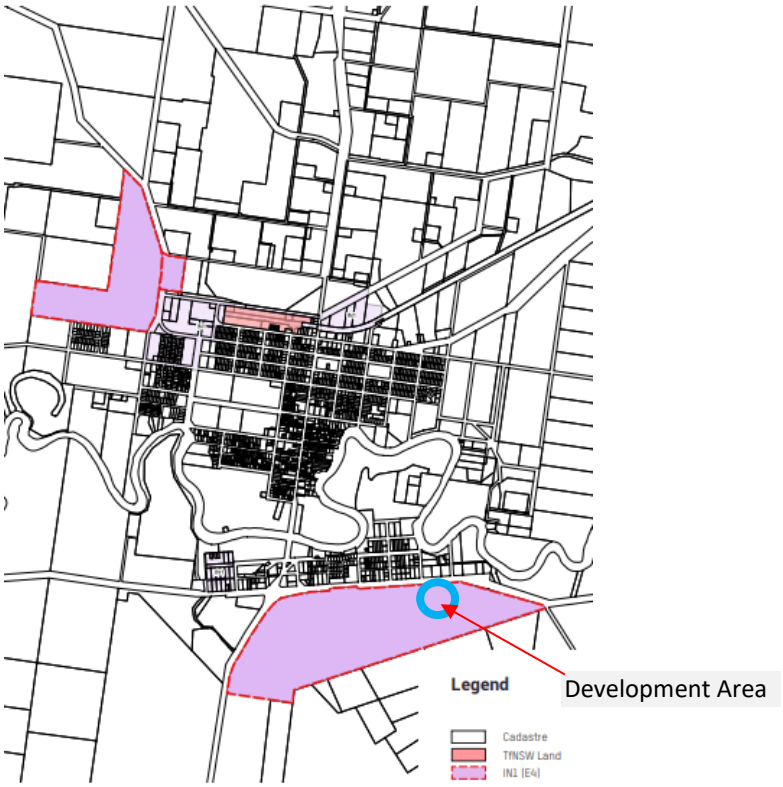


Figure 10: Extract from Hay Structure Plan – Site highlighted in blue (Source: HSC)

The proposed development is considered to be in line with the Hay Structure Plan accordingly.

4.5 State Environmental Planning Policy (Resilience and Hazards) 2021

4.5.1 Hazardous and Offensive Development

Chapter 3 of State Environmental Planning Policy (Resilience and Hazards) 2021 (Resilience and Hazards SEPP) applies to applications which fall under the policy's definition of 'potentially hazardous industry' or 'potentially offensive industry'. The subject application seeks approval for:

- One (1) x 80kL / 15kL above-ground, self-bunded tank for the storage of diesel (combustible and non-flammable) and AdBlue product (non-combustible / non-flammable);
    - Diesel tank 80,000L;
    - AdBlue tank 15,000L;
        - AdBlue is a diesel exhaust fluid used in modern trucks to reduce oxides / nitrogen levels.

A review of the former 'Applying SEPP33' (Jan 2011) guideline document prepared by the State government provides the following key points:

- Section 2.1 (page 3) of the guideline suggests that a hazardous storage establishment is included in the definition of 'potentially hazardous industry'.
- Section 7.1 (page 16) of the guideline states that *"If combustible liquids of class C1 are present on site and are stored in a separate bund or within a storage area where there are no flammable materials stored, they are not considered to be potentially hazardous. If, however, they are stored with other flammable liquids, that is, class 3PGI, II or III, then they are to be treated as class 3PGIII, because under these circumstances they may contribute fuel to a fire."*

In this instance it is considered that the former SEPP33, now SEPP (Resilience and Hazards) 2021, is not applicable as the proposed storage of diesel is not considered 'potentially hazardous".

The tank is manufactured to comply with Australian Standard AS1692 (Steel tanks for flammable and combustible liquids) and, once installed, will comply with Australian Standard AS1940 (The storage and handling of flammable and combustible liquids).

4.6 State Environmental Planning Policy (Transport and Infrastructure) 2021

The State Environmental Planning Policy (Transport and Infrastructure) 2021 (Transport and Infrastructure SEPP) comprises the environmental planning provisions associated with the regulation of infrastructure facilities and maintaining operability of transport corridors of the now superseded Infrastructure SEPP. Transport and Infrastructure SEPP comprises of Chapter 2 – Infrastructure.

For the purpose of this report, review and assessment of the provisions applied under chapter 2, associated with Infrastructure, has been undertaken for the proposed development

4.6.1 Infrastructure

Chapter 2 of the Transport and Infrastructure SEPP aims to facilitate the effective delivery of infrastructure throughout NSW. Namely, this chapter promotes the regulation and design of infrastructure provision and provides statutory considerations to be applied in the assessment of development application.

4.6.1.1 Traffic Generating Development

Section 2.119 of the Transport and Infrastructure SEPP applies to new development with frontage to classified road that comprises a size of scale in excess of the traffic generation thresholds outlined within schedule 3 of the SEPP. In accordance with Schedule 3, the proposed land use of 'service station' is identified as a relevant land use under this schedule. The relevant criteria for the proposed service station use are outlined with Table 1 below:

Table 1: Traffic Generating Department

Purpose of Development	Size of Capacity – Site with Access to a Road (Generally	Size or capacity—site with access to classified road or to road that connects to classified road (if access within 90m of connection, measured along alignment of connecting road)
Service Station with heavy vehicle refuelling or maintenance services	Any Size or Capacity	Any Size or Capacity

In accordance with the above, given that the proposed development comprises of heavy vehicle refuelling capabilities, it is considered that referral to Transport for NSW would be warranted for this development application.

4.7 State Environmental Planning Policy (Industry and Employment) 2021

The State Environmental Planning Policy (Industry and Employment) 2021 (Industry and Employment SEPP) comprises the environmental planning provisions associated with employment land in Western Sydney and the advertising devices and signage devices in all of NSW and operates as the consolidation of the now superseded Western Sydney Employment SEPP and SEPP 64. The Industry and Employment SEPP comprises of 2 parts, as outlined below:

- Chapter 2 – Western Sydney Employment Area; and
- Chapter 3 – Advertising and Signage.

For the purpose of this report, review and assessment of the provisions applied under chapter 3, associated with advertising and signage, has been undertaken for the proposed development. This assessment has been undertaken within section 4.5.1 of this report.

4.7.1 Advertisements and Signage

Chapter 3 of the Industry and Employment SEPP, addresses assessment for various forms of signage. The development application proposes the following signage:

- One (1) x Tank wall sign
- Two (2) x Entry only directional signs
- Two (2) x Exit only directional signs

The proposed signage is considered suitable for the site and is consistent with signage typical of an unmanned refuelling facility (service station) development.

4.7.1.1 Part 3.2 - Signage Generally

Part 3.2 of the Industry and Employment SEPP states that a consent authority must not grant development consent for signage unless the consent authority is satisfied that the signage is consistent with both the objectives of the SEPP and the assessment criteria of Schedule 5.

The proposed signage is compatible with the visual character of the site, provides effective communications for the site (i.e. site location and information) and is of a high-quality design and finish. The proposed signage is therefore consistent with the aims and objectives of Chapter 3 – Advertising and Signage.

The following section provides an assessment of the proposed signage against Schedule 5 (Assessment Criteria) of the SEPP. Refer to the proposed site layout plan in **Appendix B** and proposed signage drawings provided in **Appendix D** for further details.

4.7.1.1.1 Character of the Area

- *"Is the proposal compatible with the existing or desired future character of the area or locality in which it is proposed to be located?*
- *Is the proposal consistent with a particular theme for outdoor advertising in the area or locality?"*

Development Response – the proposed signage is consistent with the expectations of signage for a service station (unmanned refuelling facility) use. It will be of a modern design and is not considered to appear incongruous within the context of the broader area.

4.7.1.1.2 Special Areas

- *"Does the proposal detract from the amenity or visual quality of any environmentally sensitive areas, heritage areas, natural or other conservation areas, open space areas, waterways, rural landscapes or residential areas?"*

Development Response – the proposed signage will not affect the amenity of the immediate area. The site's immediate surrounding area is within the RU1 primary Production zone and the proposed signage is not considered to impact any sensitive land uses.

4.7.1.1.3 Views and Vistas

- *"Does the proposal obscure or compromise important views?*
- *Does the proposal dominate the skyline and reduce the quality of vistas?*
- *Does the proposal respect the viewing rights of other advertisers?"*

Development Response – the proposed signage is not considered to compromise any important views or vistas given the visual context of the locality. Viewing rights of other uses will not be compromised.

4.7.1.1.4 Streetscape, setting or landscape

- *"Is the scale, proportion and form of the proposal appropriate for the streetscape, setting or landscape?*
- *Does the proposal contribute to the visual interest of the streetscape, setting or landscape?*
- *Does the proposal reduce clutter by rationalising and simplifying existing advertising?*
- *Does the proposal screen unsightliness?*
- *Does the proposal protrude above buildings, structures or tree canopies in the area or locality?*
- *Does the proposal require ongoing vegetation management?"*

Development Response – the proposed signage is considered both appropriate for the nature of the use and general context of the surroundings. Given the height and nature of the proposed signage, it is not considered to contribute to visual clutter.

4.7.1.1.5 Site and Building

- *"Is the proposal compatible with the scale, proportion and other characteristics of the site or building, or both, on which the proposed signage is to be located?*
- *Does the proposal respect important features of the site or building, or both?*
- *Does the proposal show innovation and imagination in its relationship to the site or building, or both?"*

Development Response – the proposed signage is proportional to the scale and type of use proposed. It will convey important aspects to the use over the site.

4.7.1.1.6 Associated devices and logos with advertisements and advertising structures

- "Have any safety devices, platforms, lighting devices or logos been designed as an integral part of the signage or structure on which it is to be displayed?"

Development Response – no illumination is proposed as part of the signs.

4.7.1.1.7 Illumination

- *"Would illumination result in unacceptable glare?*
- *Would illumination affect safety for pedestrians, vehicles or aircraft?*
- *Would illumination detract from the amenity of any residence or other form of accommodation?*
- *Can the intensity of the illumination be adjusted, if necessary?*
- *Is the illumination subject to a curfew?"*

Development Response – no illumination is proposed as part of the signs.

4.7.1.1.8 Safety

- *"Would the proposal reduce the safety for any public road?*
- *Would the proposal reduce the safety for pedestrians or bicyclists?*
- *Would the proposal reduce the safety for pedestrians, particularly children, by obscuring sightlines from public areas?"*

Development Response – the proposed signage is proportional to the scale and type of use proposed.
On balance, the proposed signage is considered to satisfy the overall intent and relevant assessment criteria of chapter 3 of the Industry and Employment SEPP.

4.7.1.2 Part 3.3 – Advertisements

Part 3.3 of the Industry and Employment SEPP applies to all signage other than 'business identification signs' and 'building identification signs. These are defined under clause 4:

> ***building identification sign*** *means a sign that identifies or names a building, and that may include the name of a business or building, the street number of a building, the nature of the business and a logo or other symbol that identifies the business, but that does not include general advertising of products, goods or services.*
> ***business identification sign*** *means a sign:*
> *(a) that indicates:*
> *(i) the name of the person, and*
> *(ii) the business carried on by the person,*
> *(iii) at the premises or place at which the sign is displayed, and*
> *(b) that may include the address of the premises or place and a logo or other symbol that identifies the business, but that does not include any advertising relating to a person who does not carry on business at the premises or place.*

The proposed signage is defined as business identification signage as per the above definitions. (Division 3 Particular advertisements SEPP industry) Part 3.3 of the Industry and Employment SEPP therefore does not apply to the proposed signage.

The proposed signage is considered to satisfy the overall intent and relevant assessment criteria of Chapter 3 of the Industry and Employment SEPP.

5.0 ENVIRONMENTAL ASSESSMENT

Section 4.15 of the EP&A Act sets out the matters a consent authority must take into account when assessing a development application. These include, matters relating to the likely impacts of the development on both the natural and built environments, any social and economic impacts in the locality and whether the site is suitable to the proposed development.

These matters form the key planning issues for assessment and are addressed in the table below.

Table 2: Section 4.15 – Assessment Summary

Section 4.15 Clause	Development Response

(1) (a)(i) – Provisions of any environmental planning instrument	This SEE has provided an assessment against:
	• Hay Local Strategic Planning Statement 2020
	• Hay Structure Plan 2022
	• Hay Local Environmental Plan 2014
	• State Environmental Planning Policy (Transport and Infrastructure) 2021
	  ○ Chapter 2 - Infrastructure
	• State Environmental Planning Policy (Resilience and Hazards) 2021
	  ○ Chapter 3 – Hazardous and Offensive Development
	• State Environmental Planning Policy (Industry and Employment) 2021
	  ○ Chapter 3 – Advertising and Signage
	The proposal has been shown to comply with the provisions of the above instruments.

(1) (a)(ii) – Provisions of any draft environmental planning instrument	The proposal is considered to be in line with the Hay LSPS and Hay Structure Plan to provide industrial type development within the earmarked future industrial South Hay Precinct to fulfill the identified shortage of industrial zoned land in the region and encourage economic growth. It is noted the South Hay Industrial Precinct was endorsed by the council first under the LSPS in 2020 and again under the Hay Structure Plan at the Council Ordinary Meeting (Structure Plan Adoption 22-088) resolved to be adopted by the Councillors in July 2022. Both council processes undergone extensive public notification and submission stages to engage the public interest.
(1) (a)(iii) – Provisions of any development control plan	There is no development control plan applicable to the Hay LGA.
(1) (a)(iiia) – Provisions of any planning agreement	None applicable.
(1) (a)(iv) – Provisions of the Environmental Planning and Assessment Regulation 2000 (EP&A Regulation 2000)	The proposal is consistent with the regulations applying to development applications.
(1) (b) – The likely impacts of the development, including environmental impacts on the natural and built environment and social and economic impacts in the locality	**(i) Environmental Impact** The environmental impacts of the proposal on the natural and built environment are addressed in this SEE. **(ii) Social Impact**

Section 4.15 Clause	Development Response
	The proposed development is not considered to have a detrimental social impact in the locality considering the size and nature of the proposal. **(iii) Economic Impact** The proposed development will not have a detrimental economic impact on the locality considering the nature and scale of the use.
(1) (c) – The suitability of the site for the development	The development site will be of an appropriate size to accommodate a use of this scale / type. The development is consistent with the zone objectives and compliant with the relevant SEPP and council controls accordingly. Consideration of site suitability for the proposal is outlined further in Section 6.0 Review of Determination justification.
(1) (d) – Any submissions made in accordance with the EPA Act or EPA Regs	This is a matter that can be addressed following the public exhibition of the application as required.
(1) (e) – The public interest	The proposal is considered to be in the public interest given the development is permitted with consent over the site pursuant to the Additional Permitted Uses under Schedule 1 of the Hay LEP and meets the zone objectives under the LEP. Further, the environmental impacts have been considered and can be appropriately mitigated accordingly. Consideration of the public interest for the proposal is outlined further in Section 6.0 Review of Determination justification.

6.0 SECTION 8.2 REVIEW OF DETERMINATION

With respect to the Notice of Refusal, determined by the Consent Authority (Hay Shire Council) on 19 June 2025, pursuant to Section 8.2 of the *Environmental Planning and Assessment Act 1979*, we hereby request a review of determination. We have undertaken additional design works and supporting assessments for the proposed development, and believe that we now achieve general compliance with the originally outlined refusal items on the following grounds:

1. *The site is not considered suitable for the proposed use - The traffic impact and proximity to residential areas make the development inappropriate for an unmanned truck refuelling facility. (s4.15(1)(c) - Suitability of the site)*

As demonstrated by the provided plans in **Appendix B**, concept landscape plan in **Appendix K**, and proposed site rendered perspectives in **Appendix L**, the proposed development has undertaken a redesign, significantly increasing the tree screening along the Moama Street (the Sturt Highway) frontage with a dedicated 5m wide landscaping strip inclusive of local native species and climate resilient planting to buffer the built form and maximise the visual appearance from the highway. This is supported by a new 2.4m high double-lapped timber acoustic fence and 2m high timber screening fence that provides acoustic attenuation and visual screening of the proposed site operations. This comprises of materials and colours that are compatible with the building and landscaping on the site. The fencing will provide effective acoustic attenuation and screening to mitigate potential amenity impacts (i.e. light spill and noise) on the surrounding sensitive land uses. These dedicated trees and timber fencing in the design will create obstacles to reduce and mitigate stray spill light from operations within the site to nearby land users. Accordingly, the proposed development is now determined to sufficiently address the nearby residential areas across the highway and improve the visual appearance for bypassing traffic along Moama Street as they enter and exit the South Hay region.

Notwithstanding, a light spill analysis letter is provided in **Appendix M** to consider the obtrusive light spill impacts to nearby residents and local road users. It was recommended by the lighting consultant expert that controlled lighting levels could be deployed using a dimming strategy with activation or specific set light levels at certain times (i.e. council curfew hours assumed between 11pm - 6am). This would allow for adequate safe movement light levels and pump operation with a lower lit environment reducing visual brightness. This dimming light strategy combined with the anti-glare light spill shields installed on the proposed lighting will provide effective mitigation and appropriate management of obtrusive light spill.

2. *The development is not considered to be in the public interest - The proposal has potential to negatively affect the local amenity. (s4.15(1)(e) - The public interest)*

With consideration to the public interest under Section 4.15(1)(e) of the E&PA Act, the following key planning matters are outlined below when considering the proposal development, including consideration of negatively affect the local amenity which has been appropriately addressed through the redesign and additional supporting material.

a) Public Interest Aligns with Strategic Planning and Economic Development

The development supports the objectives of the Hay Local Strategic Planning Statement 2020 and Hay Structure Plan – July 2022 for the South Hay Industrial Precinct.

The LSPS sets the framework for Hay Shire's economic, social and environmental land use needs over the next 20 years. One of the relevant planning priorities under the LSPS is Planning Priority 8 Industry which identifies the opportunities for a range of value adding industries to the existing economic base. The LSPS further identifies areas that have limited impact on residential areas, on the outskirts of the urban areas, and be located within proximity to the highway.

The proposed truck refuelling facility over the subject site is considered the type of use which would integrate effectively within the future earmarked industrial development area to the south of Hay, particularly one located on a major highway. The development would directly address the matters set out in the Planning Priority 8 (Industry) and be appropriately located within the future identified industrial zoned land.

The proposed development enables regional connectivity, facilitates the efficiency of freight logistics, and contributes to agricultural and supply chain flexibility — being all key public interest outcomes identified in the local LSPS and Structure Plan accordingly.

The proposed development is logically located within an area planned and adopted for future industrial development (earmarked within the South Hay Industrial Precinct).

Notwithstanding, this future industrial precinct South of Hay was endorsed by the council being in the public interest first under the Hay Local Strategic Planning Statement (LSPS) at the Coucnil Ordinary Meeting (Local Strategic Planning Statements 20-060) in May 2020 and again under the Hay Structure Plan at the Council Ordinary Meeting (Structure Plan Adoption 22-088) resolved to be adopted by the Councillors in July 2022. Both of these lengthy council processes had undergone extensive public notification and submissions to engage the public interest of which IOR being the landowner of the subject site within the South Hay Industrial Precinct submitted a letter of support during both respective periods.

b) Amenity Impacts Adequately Addressed Through Appropriate Design and Recommended Conditions

Concerns about amenity — including noise, light spill, visual impact, traffic — are acknowledged and can be effectively mitigated through appropriate design controls and recommended conditions of development consent:

- **Noise:** Nominal 2.4m high double-lapped timber acoustic fence and 2m high timber screening fencing provided in the design will provide effective noise attenuation of the activities onsite from the surrounding sensitive land uses. An Operational Noise Management Plan can be conditioned accordingly to ensure noise levels are controlled during ongoing operations, protecting nearby residents and the environment. This provides a commitment to managing environmental impacts during operations.
- **Lighting:** Anti-glare shield technology and dedicated tree screening are incorporated into the redesign as well as additional advice from the lighting consultant expert recommending that a dimming strategy can be conditioned accordingly with activation or specific set light levels at certain times (i.e. council curfew assumed between 11pm – 6am) to further mitigate and manage light spill and nuisance.
- **Visual:** The proposed built form and layout orientation through effective tree screening and dedicated landscaping along the development footprint on Moama Street / the Sturt Highway significantly reduces the visual prominence to nearby residents within the immediate area, as well as bypassing traffic along the highway. This is supported by 2m high timber fencing along the highway frontage of the development to screen and minimise the visual impacts of the built environment and nearby properties.
- **Traffic:** It is advised that on average one vehicle per hour would visit the site, across a flexible 24 hours in the order of 20-30 vehicles per day with over 50 percent of those trips being existing trade already on the highway. While this traffic generation is minimal in the context of the number of users on this highway, there are significant upgrades to Moama Street (the Sturt Highway) / University Road intersection provided and catering for the largest size of anticipated heavy vehicle, with the road design endorsed by TfNSW and to serve the future industrial developments upon completion of the area's industrial rezoning.

c) Broader Community Benefit and Economic Value

The development will generate employment opportunities, both during the construction phase and ongoing operations (maintenance, servicing, cleaning, up-keep). The proposed development will provide necessary service for freight and logistics operations— critical to supporting regional businesses, particularly agribusinesses in the area as well as supporting the bypassing traffic on the highway.

The proposal will directly benefit Hay Shire by way of providing locally driven jobs and establishing ongoing works for locally based trades, contractors, and professionals.

The proposal will indirectly benefit Hay Shire by establishing an industry-compatible use consistent with the long-term strategic intent and establishing a trusted refuelling partner to service the surrounding rural agricultural, freight and logistics industry users.

d) No Unresolved Regulatory or Environmental Issues

It is noted the original development application went through an extensive and comprehensive concurrence and referral notification with no concerns eventuating with responses received from the several regulatory bodies, including the Environmental Planning Authority; NSW Department of Climate Change, Energy, Environment and Water; Rural Fire Services; and Transport for NSW.

Environmental concerns including flooding, biodiversity, bushfire are satisfactorily addressed, with the original development application assessed as low risk and compliant with relevant environmental controls.

Land use conflict concerns were satisfactorily addressed under the comprehensive Land Use Conflict Risk Assessment Report in **Appendix N**.

Reflective of all of the above, the proposal is considered to sufficiently address the refusal items identified by the Hay Shire Council.

7.0 CONCLUSION

This Statement of Environmental Effects (SEE) has been prepared by TFA Project Group on behalf of IOR Pty Ltd (the Applicant).

The application is made over land located at 310 Moama Street, Hay South NSW 2711, formally described as Lot 2 DP1212081.

The application seeks approval for an unmanned truck refuelling facility (service station) development with in-built refuelling dispensers and oily water drainage system as well as a standalone double ablutions block. The unmanned truck refuelling facility will have the main function of refuelling of heavy vehicles via pre-paid card arrangement for customers and is proposed to operate 24 hours per day, seven days per week.

The proposal has been assessed against the relevant provisions within the Hay Local Environmental Plan (HLEP) 2011 and the relevant State Environmental Planning Policies. From this assessment, the following conclusions are able to be drawn:

- The proposed use is considered to be a consistent use within the RU1 – Primary production zone;
- The proposal is considered to be well located to maximise safe and convenient access for trucks, by being located along a major road network (Sturt highway)
- The proposal is of a sufficient design / layout to allow the largest anticipated vehicles to safely enter / exit and manoeuvre across the site in a forward gear;
- All storage and operation of diesel (combustible / non-flammable) will be carried out in accordance with the relevant Australian standard (AS1940);
- The proposed method of oily water treatment in addition to the self-bunded / double-walled properties of the above-ground tanks, is considered to appropriately preserve the environmental integrity of the site;
- The proposed use will be suitably distanced from any areas of environmental value / sensitivity;
- The proposed use will incorporate best practice environmental management principles to ensure all impacts are appropriately managed on-site; and
- The application demonstrates compliance with all relevant local and State planning policies including the Hay LEP, Resilience and Hazards SEPP, and Transport and Infrastructure SEPP, and Industry & Employment SEPP.

With respect to the original determination decided by the council on 19 June 2025, the following points are noted with respect to the Section 8.2 Review of Determination:

1. The proposed development has been through a rigorous Planning Proposal assessment process which in itself involved public exhibition and was approved via Council Meeting on 12 August 2025 (PP-2023-2746). The facility is now listed as an Additional Permitted Uses under Schedule 1 of the Hay LEP;

2. The unmanned facility, by virtue of its location in close proximity to the major highway (along an approach route into South Hay) and location within an area earmarked by the council for future industrial zoning (South Hay Industrial Precinct), is considered well located to serve the needs of the heavy vehicle industry. This future industrial precinct South of Hay was endorsed by the council in the public interest first under the Hay Local Strategic Planning Statement (LSPS) at the Coucnil Ordinary Meeting (Local Strategic Planning Statements 20-060) in May 2020 and again under the Hay Structure Plan at the Council Ordinary Meeting (Structure Plan Adoption 22-088) resolved to be adopted by the Councillors in July 2022 with both of these length council processes undergoing public notification and submissions to engage the public interest;

3. The proposed development provides a significant upgrade to Moama Street (the Sturt Highway) / University Road intersection in order to cater for the largest size of anticipated heavy vehicle (note: this road design has been endorsed by TfNSW and will serve the future industrial developments upon completion of the area's industrial rezoning);

4. The proposed development is expected to generate an average of one vehicle per hour to the refuelling facility. Generally, it is expected that on average the total number of vehicles varying across a flexible 24-hour period would be in the order of 20 – 30 vehicles per day, which is minimal in comparison to the existing traffic movements along this section of the highway and is not anticipated to have any adverse impact on the surrounding road network with over 50 percent of those users being existing trade on the highway either entering or exiting the region; and

5. Despite being close to a major highway and future industrial zoning, meaningful mitigation measures are proposed to safeguard public amenity around residences. These include a nominal 2.4m high double-lapped timber acoustic fence behind the ablutions block/truck refuelling lanes up the middle of the site for noise attenuation, nominal 2m high timber screening fence along the highway frontage and part of rear corner curve for visual and light spill screening, supported by a dedicated 5m-wide landscaping buffer with mature trees screening Moama Street, as well as best-practice lighting management controls, anti-glare lighting shields, and suitable setbacks from the public realm.

On the basis of the above, it is considered sufficient planning grounds exist to warrant the proposal and the application is recommended for Council approval.

APPENDIX A – TITLE SEARCH

APPENDIX B – DA DRAWINGS, AMENDED FOR S8.2 REVIEW

APPENDIX C – BUILDING DRAWINGS

APPENDIX D – SIGNAGE DRAWINGS

APPENDIX E – STORMWATER AND OILY WATER MANAGEMENT STATEMENT

APPENDIX F – TRAFFIC IMPACT ASSESSMENT REPORT, AMENDED FOR S8.2 REVIEW

- **CONCEPTUAL ROAD UPGRADE DRAWINGS, PREPARED TFA**

APPENDIX G – PSI REPORT

APPENDIX H – SITE SURVEY

APPENDIX I – BUSHFIRE REPORT

APPENDIX J – OSSM SYSTEM BROCHURE AND ACCREDITATION

APPENDIX K – CONCEPTUAL LANDSCAPE PLAN, PREPARED FOR S8.2 REVIEW

APPENDIX L – PROPOSED 3D RENDERED PERSPECTIVES, PREPARED FOR S8.2 REVIEW

APPENDIX M – LIGHT SPILL ANALYSIS, PREPARED FOR S8.2 REVIEW

APPENDIX N – LAND USE CRITICAL RISK ASSESSMENT, AMENDED FOR S8.2 REVIEW

HAY SHIRE COUNCIL

Aqua-nova®

Wastewater Treatment Systems

The clear solution to recycling wastewater

AWTA MEMBER
Australian Wastewater Treatment Association

GLOBAL CERTIFICATION PTY LTD
Certified Product
AS/NZS 1546.3:2008
Registration Number:
077

GLOBAL CERTIFICATION PTY LTD
QUALITY MANAGEMENT SYSTEM CERTIFIED
JAS-ANZ
AS/NZS ISO 9001:2008
Registration Number:
081

Certified Product
Australian Standard
AS/NZS 1546-1
Lic 1950
Septic Tank

90 YEARS 1926 - 2016

A family owned Australian business

EVERHARD INDUSTRIES
Everything Water

www.everhard.com.au | National Customer Service Number 13 1926 | Everything Water

About Aqua-nova®

Aqua-nova® is a division of Everhard Industries, an Australian family owned company that has been producing water-related household goods since 1926. From humble beginnings, Everhard Industries has remained at the forefront of manufacturing innovative products.

The Aqua-nova® wastewater treatment system is a two tank system which provides proven reliability in aerated wastewater treatment through a multi-stage digestion process using naturally occurring bacteria and enzymes.

Over the past 17 years, approximately 20,000 of our Aqua-nova® systems have been installed throughout Australia, America and the South Pacific. The popularity of the Aqua-nova® is based on Everhard's ongoing commitment to manufacturing quality products in both concrete* and polymer, and a national level of support with offices in Brisbane, Cairns, Melbourne, Perth and Sydney. This, coupled with a nationwide coverage of qualified distributors, ensures that our customers will always receive timely and reliable service.

Aqua-nova® systems are also available for commercial applications including industrial sites, schools, universities, and caravan parks. Aqua-nova® custom designs these systems to suit each application's specifications.

*QLD & NSW ONLY

Why choose an Aqua-nova® System?

- + Cost effective
- + Environmentally friendly
- + Produces safe recycled water for irrigation
- + Manufactured to meet Australian Standards
- + Approved to Local and State regulations
- + Polymer Tanks are injection moulded for incredible durability and strength
- + Operates on a two tank system to prevent cross-contamination and minimise pump outs
- + Network of distributors for easy maintenance and servicing
- + Polymer is easy to transport and install
- + Concrete options available in Queensland and New South Wales
- + Backed by an unprecedented warranty

Standard Operation

1 Primary Treatment

All wastewater flows into a Primary Tank that allows for the removal of solids and fats from the raw sewage.

2 Aerobic Treatment

Settled wastewater flows into an aerobic zone that is aerated using a small air compressor. This zone is fitted with media that allows for the growth of aerobic bacteria that biodegrade the residual organic material.

3 Clarification

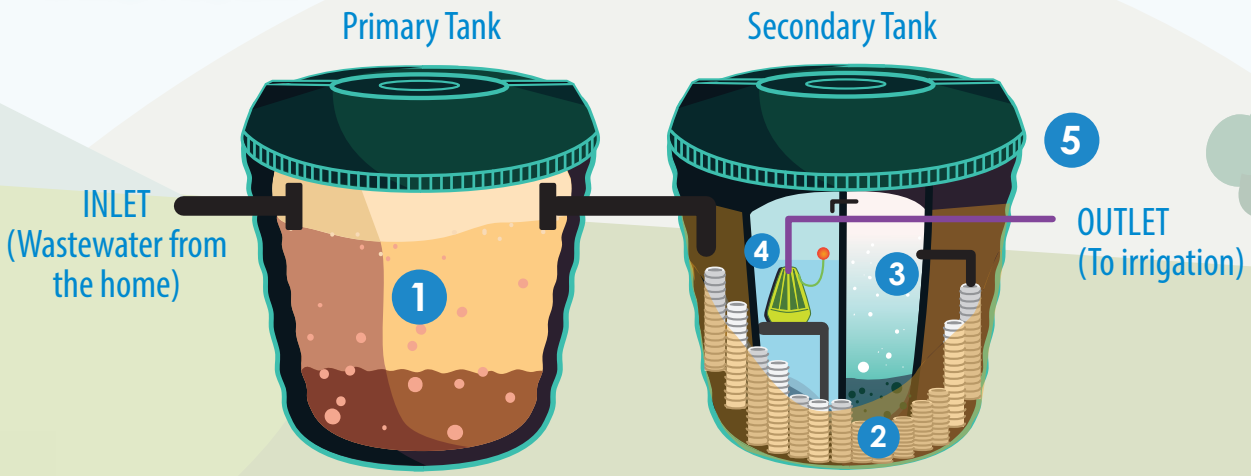
The aerated water then undergoes a final clarification. This allows most of the residual solids to settle, which are then pumped back to the primary tank.

4 Disinfection

Where specified by local authorities, the clarified water is disinfected. This is achieved by allowing the water to flow over chlorine tablets, providing the necessary chlorine concentration to eliminate any residual bacteria

5 Irrigation

When sufficient wastewater has been treated a pump will activate. Safe, recycled water is expelled from the pump to water your garden either by sprinkler or subsurface irrigation.



Water Quality Comparison

	Australian Standard Requirements	Septic Tank Typical Results	Aqua-nova® Average Test Results
BOD_5 (mg/L) Biochemical Oxygen Demand over 5 Days	<20	120-240	<2
Total Suspended Solids (mg/L)	<30	65-180	8.75
E.Coli (cfu/100mL)	<10	N/A	<10

Aqua-nova®

The clear solution to recycling wastewater

Getting Started

To install an Aqua-nova® Wastewater Treatment system, property owners and developers must typically go through a four step process:

1. Contact your local Aqua-nova® distributor for an obligation free quotation on an Aqua-nova® model to suit your needs.
2. If necessary, contact an independent consultant to prepare an Onsite Wastewater Management Report for your property.
3. Complete and submit the application forms required by your local government authority.
4. Arrange with your Aqua-nova® distributor to install and commission your new system.

Approvals

Check with your relevant local authority for current approvals, or visit our website for regionally specific information.

Septic Tank Upgrades

In many instances, septic tanks requre an upgrade or replacement due to changing local government regulations, degraded soakage trenches, or simply because the owner wants to improve their environment. Where the septic tank is of suitable quality, an Aqua-nova® can provide a less expensive alternative as you may only need to install the treatment tank, instead of purchasing an entirely new system.

Specifications

	Aqua-nova®	
	Polymer	Concrete (QLD & NSW ONLY)
Height	1875mm	2115mm
Diameter	1885mm	1785mm
Primary Tank Weight	130kg	2690kg
Secondary Tank Weight	320kg	2880kg

Warranty

Every Aqua-nova® system includes a 2 year replacement warranty on all pumps and blowers. All tanks have a 15 year warranty, as per Australian Standard 1546.1.

Servicing

All installed systems must be serviced as required by the local authority in your state. Commissioning and the first three services are included in the installation price.

Also Available

Aqua-nova® systems can be supplied with Solar Power, Nutrient Reduction or Membrane options. These systems are available in selected areas. Contact your Aqua-nova® distributor for further information.

For more information

search 'aqua nova'

or visit

everhard.com.au/aqua-nova

NSW GOVERNMENT | Health

Certificate of Accreditation

Sewage Management Facility
Aerated Wastewater Treatment System

This Certificate of Accreditation is issued by the Secretary of the NSW Ministry of Health pursuant to Clause 41(1) of the Local Government (General) Regulation 2005.

System: ***Fuji Clean CE1500EX***

Manufacturer: ***Fuji Clean Australia Pty Ltd***

Of: ***16 Waterway Drive, Coomera, QLD, 4209***

The Fuji Clean CE1500EX AWTS as described in Schedule 1 has been accredited as a sewage management facility for use in single domestic premises in NSW. This accreditation is subject to the conditions of accreditation and permitted uses specified in Schedule 2.

Director, Environmental Health
for Secretary (delegation PH335)

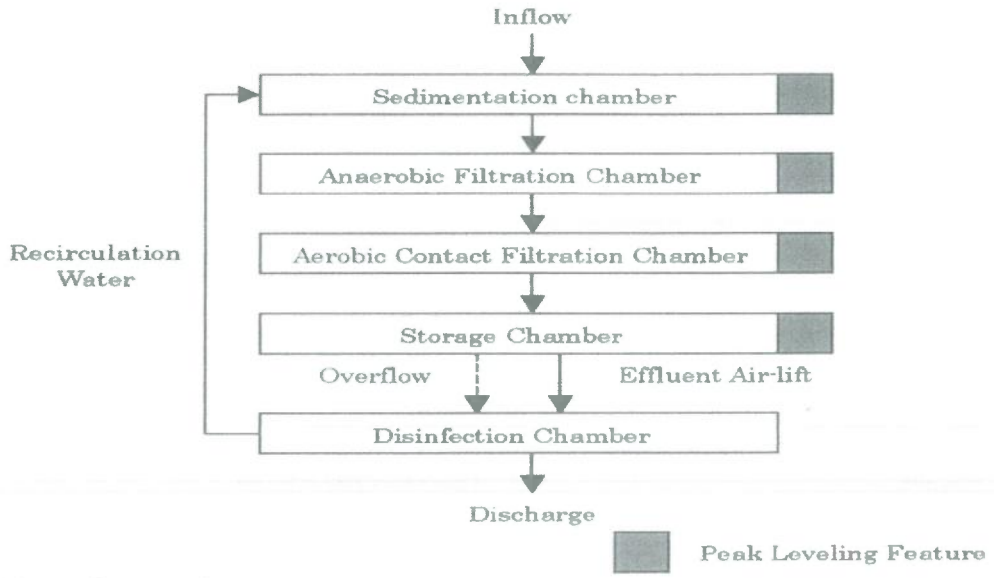
Issued: *1 November 2016*
Certificate No: *AWTS 033*
Expires: *31 December 2020*

Fuji Clean model CE1500EX AWTS

Schedule 1: Specification

Description of the Fuji Clean model CE1500EX system

The Fuji Clean model CE1500EX is designed to treat the wastewaters from a residential dwelling occupied by a maximum of 10 persons. The Fuji Clean model CE1500EX system is contained in a single horizontal axis type cylindrical fibreglass reinforced plastic septic tank/collection well with a design capacity of 4359 litres and manufactured by Fuji Clean Co Ltd. The treatment tank of the Fuji Clean model CE1500EX system contains the following components:



Primary Treatment

- Sedimentation Chamber – Effective volume of the chamber is 1114 litres. The chamber is designed to physically separate foreign material such as fat, grease or scum from the incoming wastewater.
- Anaerobic Filtration Chamber – Effective volume of the chamber is 982 litres. This chamber contains spherical-skeleton shaped filter media with packing ratio of 31-36% of the effective volume in the chamber. Micro-organisms grown on the surface of the filter media assist the biological anaerobic treatment process and capture suspended solids. At the same time denitrification of the nitrogen oxides in the wastewater occur during the treatment process. The gasses generated by the treatment are vented out of the system.

Secondary Treatment

- Aerobic Contact Filtration Chamber – Effective volume of the chamber is 580 litres. The upper section of the chamber is filled with board type filter media with packing of 14-17% of the effective volume in the chamber. The lower section is filled with hollow, mesh, cylindrical filter media with packing ratio of 52-57% of the effective volume of the chamber. Aeration is continuous over the whole of the media through the air diffusers located at the bottom of the chamber. Biological aeration treatment takes place with the assistance of micro-organisms in the wastewater and bacterial growth on the filter media. Solids are captured in the lower section of the chamber. Solids are returned to the sedimentation chamber at regular intervals.
- Storage Chamber – Effective volume of the chamber is 281 litres. The chamber is designed to temporarily store treated effluent that is processed in the contact filtration chamber.
- Disinfection chamber – Effective volume of the chamber is 308 litres. The treated effluent makes contact with the solid chlorine tablets stored in the polyethylene canister. Contact with the chlorine tablets can be controlled by adjusting the cylinder's opening area.
- Air is supplied to the aerobic contact filtration chamber by an aerator model MAC 80N with a nominal capacity of 80 litres/minute, manufactured by Fuji Clean Co Ltd.
- Disinfection/Emergency Storage Tank – This chamber is included in the main treatment tank and has an effective volume of 308 litres. The chamber provides for the storage of the final effluent prior to the discharge to the land application system. Part of the chamber is utilised to maximise the chlorine contact time. The upper part of the tank is set aside as an emergency storage space. A Davey model D25-A submersible pump or equivalent is provided in the storage tank to direct treated effluent to the land application system.

Schedule 2: Conditions of Accreditation

1.0 General

1.1 For each installation the owner/occupier of the premises shall make an application to the local council to install a Fuji Clean model CE1500EX AWTS as a waste management facility in accordance with Section 68, Part C of the Local Government Act 1993 and Clause 26 of the Local Government (General) Regulation 2005.

1.2 The Fuji Clean model CE1500EX AWTS shall be supplied, constructed and installed in accordance with the design as submitted and accredited by the NSW Ministry of Health.

1.3 Any modification or variations to the accredited design of the Fuji Clean model CE1500EX AWTS shall be submitted for separate consideration and variation of the Certificate of Accreditation by the Secretary of the NSW Ministry of Health.

1.4 Each Fuji Clean model CE1500EX AWTS shall be permanently and legibly marked on a non-corrosive metal plaque or equivalent, attached to the lid with the following information:

- The brand name of the system;
- The manufacturer's name or registered trademark;
- The month and year of manufacture.

1.5 The manufacturer shall supply with each Fuji Clean model CE1500EX AWTS an owner's manual, which sets out the care, operation, and maintenance and on-going management requirements of the system.

1.6 The manufacturer shall provide the following information to each local council where it is intended to install an AWTS in their area once Departmental accreditation has been obtained:

- Statement of warranty
- Statement of service life
- Quality Assurance Certification
- Installation Manual
- Service Manual
- Owner's Manual
- Service Report Form
- Engineering Drawings on A3 format
- Detailed Specifications
- A4 Plans
- Accreditation documentation from NSW Health.

2.0 Installation and Commissioning

2.1 The local council should require that on completion of the installation of the Fuji Clean model CE1500EX AWTS, the system is inspected and checked by the manufacturer or the manufacturer's agent. The manufacturer or the agent is to certify that the system has been installed and commissioned in accordance with its design, conditions of accreditation and any additional requirements of the local council.

2.2 The local council should require that all electrical work must be carried out by a licensed electrician and in accordance with the relevant provisions of AS/NZS 3000.

3.0 Maintenance

3.1 The local council shall require the owner/occupier of the premises to enter into an annual service contract with a representative of, or a service agent authorised by, Fuji Clean Australia Pty Ltd.

3.2 The Fuji Clean model CE1500EX AWTS shall be serviced at three monthly intervals in accordance with the details set out in the owner's and service manual.

3.3 Each three monthly service shall include a check on all mechanical, electrical and functioning parts of the system including:

- Pump and air blower,
- The control panel and alarm system,
- Slime growth on the filter media,
- Operation of the sludge return system,
- Sludge build up in the Sedimentation Chamber,
- Chlorine disinfection unit
- The effluent irrigation area,
- On-site testing for free residual chlorine and dissolved oxygen.

3.4 The local council should require that a service report sheet, in triplicate, is completed for each service. The original shall be given to the owner, the duplicate forwarded to the Council and the triplicate retained by the service contractor.

4.0 On-going Management

4.1 The owner's manual prepared by the manufacturer shall contain a plan for the on-going management of the Fuji Clean model CE1500EX AWTS. The plan shall include details of:

- the treatment process,
- procedures to be followed in the event of a system failure,
- emergency contact numbers,
- maintenance requirements,
- inspection and sampling procedures to be followed as part of the on-going monitoring program developed by the local authority.

4.2 At each anniversary of the accreditation date the manufacturer shall submit to NSW Ministry of Health a list of all Fuji Clean model CE1500EX AWTS installed in NSW during the previous twelve months. NSW Health will randomly select up to 10% of the installed Fuji Clean model CE1500EX AWTS from each year of installation. The manufacturer, at its own cost, shall arrange for the selected Fuji Clean model CE1500EX AWTS to be inspected and sampled. Sampling is to be organised by an independent JAS/ANZ accredited agency. Samples for BOD5, TSS, and E. coli are to be determined by a NATA registered laboratory, and samples for disinfectant concentration, if applicable, are to be determined on site. The results are to be reported to NSW Ministry of Health by:

- address of premises,
- date inspected and sampled,
- sample identification number,
- BOD5,
- TSS,
- E. coli coliforms,
- disinfectant concentration (if applicable), and
- service history (if available)

4.3 Effluent from the Fuji Clean model CE1500EX AWTS taken in any random grab sample shall comply with the following standard:

• BOD^5	less than 30 mg/L
• TSS	less than 45 mg/L
• E. coli	less than 100 cfu/100 ml
• Free residual chlorine	greater than 0.2 and less than 2.0 mg/L, where chlorination is the disinfection process.

5.0 Permitted uses

5.1 The effluent is suitable for re-use for garden purposes by way of any of the forms of irrigation as described in AS/NZS 1547:2012:

- above ground spray irrigation; or
- surface drip irrigation covered by mulch; or
- sub-surface drip irrigation installed at around 100 mm depth.

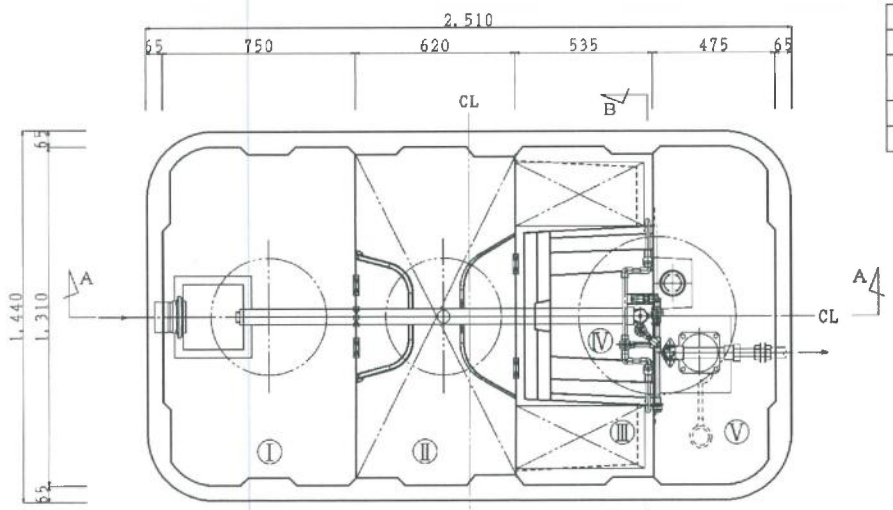
Each of the three forms of irrigation is subject to the approval of the local council.

6.0 Reduction in nutrient levels

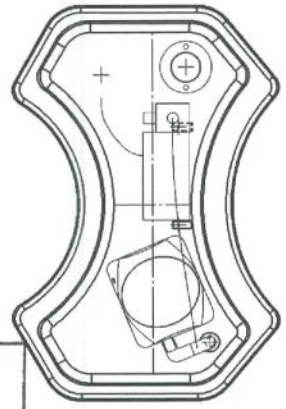
During the testing of the Fuji Clean model CE1500EX AWTS the treated effluent was tested for total N (TN) and total P (TP) concentrations.

The treatment process has the capacity to reduce the above concentrations as follows:

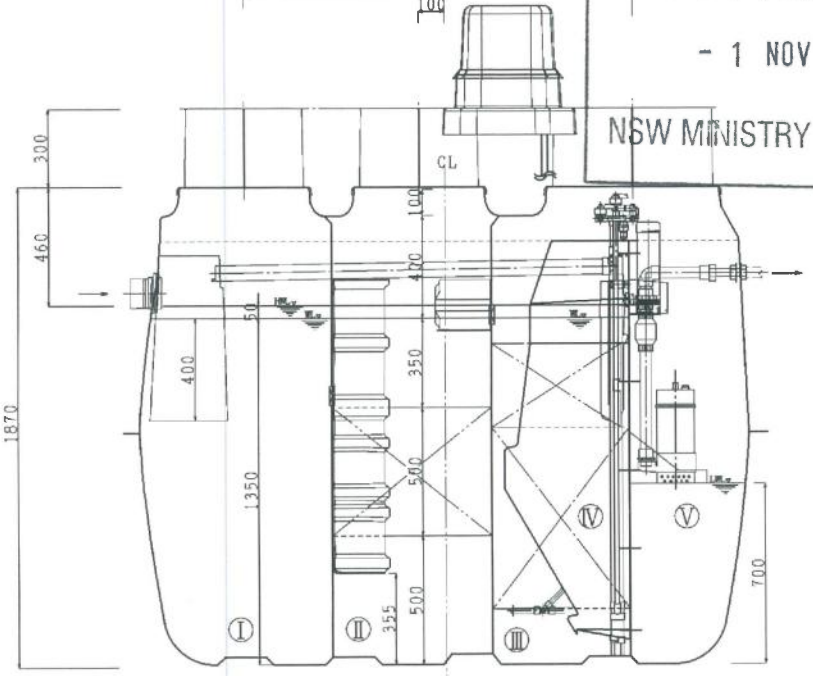
- Total N from an average of 39.6 mg/l to 18.11 mg/l which represent a reduction by 54.3 %;
- Total P from an average of 10.89 mg/l to 1.33 mg/l which represent a reduction by 87.8 %.



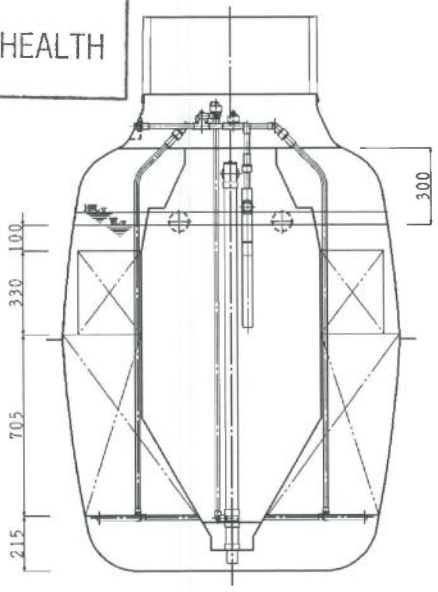
Top View



Blower Box Top View



A-A Section View



B-B Section View

APPROVED

- 1 NOV 2016

NSW MINISTRY OF HEALTH

Ⅰ	Sedimentation Chamber
Ⅱ	Anaerobic Filtration Chamber
Ⅲ	Aerobic Contact Filtration Chamber
Ⅳ	Storage Chamber
Ⅴ	Disindection Chamber

①- 1	Upper Shell
①- 2	Lower Shell
①- 3	Partition A
①- 4	Partition B
①- 5	Partition C
①- 6	Storage Chamber Unit
②- 1	Inflow Baffle
②- 2	Outflow Baffle
②- 3	Scum Baffle
②- 4	Air-lift Control Unit
③- 1	Anaerobic Chamber Support Frame
③- 2	Anaerobic Chamber Suppress Frame
③- 3	Aerobic Chamber Support Frame
③- 4	Board Media Securing Plate
③- 5	Chlorinate Clylinder Stand
③- 6	Pump Stand
③- 7	FRP Riser
③- 8	FRP Bracket
③- 9	Blower Box Cover
③-10	Blower Box Stand B
④- 1	Air Supply Pipe Kit
④- 2	Recirculation Air-lift Pump
④- 3	Aeration Pipe
④- 4	Arm 48
④- 5	Slanted Screw & socket 100mm dia.
④- 6	Conduit Pipe
④- 7	Pipe Kit for Blower
④- 8	Pipe Kit for Pump
④- 9	Biostar(for Anaerobic Chamber)
④-10	Cylindical Media
④-11	Board Media
④-12	Chlorinate Cylinder
⑤- 1	Manhole Lid
⑤- 2	Manhole Ring
⑤- 3	Alarm Panel and Connector Box
⑤- 4	Power Box
⑤- 5	Bracket
⑤- 6	Flange Socket
⑤- 7	Ventilation
⑤- 8	Blower Piping Parts

Name	CE-1500EX			
	Overall view			
Designed date	Design	Check	Number	Scale
May '2011	Ohtsubo			
Fuji Clean Co. Ltd.				

McMahon EARTH SCIENCE

310 MOAMA STREET
HAY NSW 2711

PRELIMINARY SITE INVESTIGATION

FOR THE REZONING OF LAND FOR A PROPOSED UNMANNED REFUELLING FACILITY

JULY 2023

REPORT NO: 9404

DM McMahon Pty Ltd
6 Jones St (PO Box 6118)
Wagga Wagga NSW 2650
t (02) **6931 0510** **www.dmmcmahon.com.au**

Report type

Preliminary Site Investigation

For the rezoning of land for a proposed unmanned refuelling facility.

Site address

310 Moama Street

Hay NSW 2711

Report number

9404

Prepared for

Damien Mackay

TFA Project Group

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Document control

Role	Name	Signed	Date	Revision
Prepared by	**David McMahon** CEnvP SC BAppSc SA GradDip WRM MEnvMgmt MALGA MEIANZ MSSA		13/07/2023	0

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2.0 Objectives 5
3.0 Scope of work 6
4.0 Site identification 7
5.0 Site history 8
6.0 Site condition and surrounding environment 11
7.0 Sampling and analysis quality plan and sampling methodology 13
8.0 Results 17
9.0 Conceptual site model 18
10.0 Conclusions and recommendations 20
11.0 Limitations and disclaimer 21
12.0 Unexpected findings 21
13.0 Notice of Copyright 21
14.0 Attachments 21

1.0 Executive summary

DM McMahon Pty Ltd (McMahon) conducted this Preliminary Site Investigation (PSI) at the request of Damien Mackay of TFA Project Group for the rezoning of land for a proposed unmanned refuelling facility at 310 Moama Street Hay NSW. The 4.1ha development area (the site) has a historical agricultural/horticultural land use. A map of the site investigated as part of this PSI and the future proposed development for the unmanned refuelling facility can be seen in **Attachment A**.

The issue of potential contamination is required to be considered whenever a planning proposal is presented to a planning authority where the new use may increase risk from contamination if it is present. Therefore, the purpose of this investigation is to provide TFA Project Group and the planning authority with a statement of site suitability for the proposed land use and an appropriate risk assessment framework for the management of the site during development.

The scope of work includes:

- A desktop study used to collect basic site information and identify the site characteristics.
- A detailed site inspection to complement the findings of the desktop study and site history and to identify any additional relevant site information.
- Conduct limited sampling using data quality objectives to assess the need for further investigation.
- From the information collected, develop a conceptual site model detailing the potential contamination source-pathway-receptor linkages.
- Conduct a risk assessment for site suitability regarding potential contamination and the proposed development.
- Provide a statement of site suitability for the proposed land use and recommendations for further investigation, assessment, and site management if required.

Findings of the investigation include:

- A site inspection was conducted and found the development area was generally well-maintained agricultural/horticultural land with no indicators of gross contamination.
- This PSI identified persistent pesticides that may have been used as the source of potential contamination that may affect the development.
- The soil analysis returned results below the criteria for commercial/industrial land use.
- In conclusion, the identified potential contamination sources are assessed to be of low significance in terms of risk to future site users and the site is suitable for the proposed development.

This executive summary and the findings of this PSI are subject to the recommendations in **Section 10.0** and limitations as stated in **Section 11.0**. A protocol for unexpected finds as outlined in **Section 12.0** has also been developed as part of this risk assessment framework if additional potential contamination sources are identified during planning or development.

2.0 Objectives

The objective of this investigation is to:

- Provide information regarding potential contamination on site.
- Provide a factual record of the works completed and results.
- Undertaking a risk assessment for health risk to future site users and the environment.
- Provide a statement of site suitability or recommendations for further investigation and/or site management.
- To prepare the PSI in general accordance with the relevant guidelines and legislation, namely:
    - NSW EPA, Consultants Reporting on Contaminated Land: Contaminated Land Guidelines, (2020).
    - State Environmental Planning Policy (Resilience and Hazards) 2021.
    - National Environment Protection (Assessment of Site Contamination) Measure (NEPM), (2013).

3.0 Scope of work

The scope of work includes the following:

- Review the available information regarding historical, current, and proposed land use of the site and surrounds.
- Review the environmental setting of the site and surrounds.
- Assess the potential contamination sources and chemicals of potential concern.
- Conduct limited sampling to assess the need for further investigation.
- Assess the potential contamination source-pathway-receptor linkages from the chemicals of potential concern, environmental setting, and land use.
- Develop a conceptual site model to assess potential contamination risk from the source-pathway-receptor linkages.
- Provide a clear statement on site suitability for the present and future land use and the need for further investigation and/or site management.

4.0 Site identification

The site identification and details are as follows.

- Address: 310 Moama Street Hay NSW 2711.
- Real property description: Lot 2 DP 1212081
- Development area centre co-ordinate: 303135E 6177985N MGA GDA z55.
- Property size: 4.1ha.
- Owner: IOR Property Group No. 2 Pty Ltd.
- Local Government Area: Hay Shire Council.
- Current zoning: RU1 Primary Production.
- Proposed zoning: IN1 General Industrial.
- Present use: Agriculture/horticulture.
- Development Application reference: Not known.

5.0 Site history

From research of the available resources, the following site history is offered.

Historical owners and occupiers

As follows are the registered owners and occupiers:

- 1885 South Hay Common administered by the Hay Pastoral Protection Board.
- 1962 Special lease 62/15 to Frank Danelutti. Known as Portion 119.
- 1970 part of the land resumed for road.
- 1970 owned by Francesco (Frank) Ruberto.
- 2004 owned Erminia Ruberto
- 2004 owned by Mark Sam Ruberto.
- 2019 to present owned by IOR Property Group No. 2 Pty Ltd.

Council records

A Section 10.7 Planning Certificate (Certificate No: 2023-120) was obtained from Council on 11 July 2023 and the certificate states that the site has not been declared significantly contaminated within the meaning of the Contaminated Land Management Act 1997.

EPA records

There are no records on the Contaminated Land Record Database for the site or adjacent properties pertaining to Preliminary Investigation Orders, Declaration of Significantly Contaminated Land, Approved Voluntary Management Plans, Management Orders, Ongoing Maintenance Orders, Repeal Revocation or Variation Notice, Site Audit Statement, or Notice of Completion or Withdrawal of Approved VMP. The site or adjacent properties have not been “notified” to the EPA on the list of NSW Contaminated sites as of June 2023.

Internet search

- The Hay Standard (Hay) May 1898. South Hay Common. William Cullen deposed: I know all the South Hay Common ground; I only consider a small portion fit for cultivation; it is black clayey open porous land, and swampy. I do not consider the area large enough for close settlement and making homes upon; I consider the bulk only fit for grazing purposes.
  To Mr Walker: The areas themselves are not large enough to make a living off; the area is large enough for a man in conjunction with other pursuits, provided he is not flooded out.; I believe the flood came from the north east boundary; if the canal is constructed, the banks if made strong would certainly help keep flood waters of the land.
  To Mr Walker: There was no protest to my knowledge when this land was taken over for irrigation; immediately the irrigation area was reduced the Council asked for this area as a temporary common; the land was always used for common purposes even when under the Irrigation Trust the same as under previous conditions.
- The Riverina Grazier (Hay) November 1898. The South Hay Common. The land at South Hay, which, for want of a better term is known as the South Hay common, is

about to be subdivided into a temporary common, travelling stock route, and homestead selections.

- Government Gazette of the State of NSW (Sydney) *Notification of Granting of Special Leases* Issue 102, October 1963. Frank Danelutti of Lachlan Street Hay. Situation and area of land: Portion 119.
  Area about 15 acres, 2 roods, 30 perches.
  Purpose of lease: Garden (vegetable and nursery).
  Term of lease: Sept. 1962 to Dec. 1989.
- Government Gazette of the State of NSW (Sydney) *Notification under the Public Roads Act, 1902, of Resumptions and Withdrawals of Lands for Roads, Resumptions and Withdrawals of Severed Lands of Declaration of Roads to be Public Roads and of Closing* Issue 12, January 1970. Frank Danelutti. Land withdrawn 1 acre 3 roods 25 perches, being part of Special Lease 62-15 and being part portion 119.

Previous reports

Habitat Planning (2022) Hay Structure Plan. Ref: 21138.

The Hay Structure Plan implements the recommendations of the Hay Local Strategic Planning Statement (2020), which will guide land use planning decisions for residential, rural residential and industrial development within Hay for the next 20 years.

- The Structure Plan has identified the need to rezone more land for industrial (employment) purposes. In response, the Structure plan has identified the South Hay Industrial precinct for additional industrial land supply.
- The South Hay Industrial Precinct is located to the south of Moama Street/Sturt Highway.
- The recommended rezoning of this land for industrial purposes is consistent with the environmental constrains of the land and surrounding land uses.
- The properties are currently zoned RU1 Primary Production with a minimum lot size of 90 hectares.
- All the properties are largely unconstrained (with the exception of bushfire), and the topography of the land is generally flat. Vegetation on-site is largely non-native.
- Infrastructure and services including water and sewerage can be made available to these precincts via an extension from the main urban area.
- The South Hay Industrial Precinct will cater for large scale and heavy industrial developments (>1ha in size).
- In total, the future subdivision of this land based on the proposed zoning and minimum lot size recommendations of this Strategy could increase the supply of IN1 (E4) General Industrial zoned lots by up to approximately 200 lots based on a 1ha minimum lot size. This equates to 80 years' worth of industrial land supply based on current industrial land take-up rates.

Aerial photographs and satellite images

McMahon observed the following from a review of the available aerial photography.

1962 – The site forms part of a larger paddock. Trees are scattered across the site. A faint path from all directions crosses in the approximate centre of the site. The surrounding land is agricultural with some residential development existing to the north of Moama Street.

1973 – The site has been divided into its current lot. The site has been cleared of trees.

1989 – The eastern half of the site has been established with what appears to be a vineyard.

1993 – The site has been divided into three paddocks with access via University Road to the west.

2002 – The whole site has been established as a vineyard.

2007 – No change from 2002.

2010 – The vineyard has been removed from the eastern half of the site. A bonfire is visible in the approximate centre of the site.

2011 – No change from 2010.

2013 – No change from 2011.

2015 – Remnants of a small bonfire is visible in the approximate centre of the site.

2017 – No change from 2015.

2018 – No change from 2017.

2020 – No change from 2018.

The aerial photographs and satellite images can be seen in **Attachment B**.

6.0 Site condition and surrounding environment

McMahon notes the following observations of the site condition as part of this PSI.

- The site is located on a broad alluvial plain with cracking reddish brown high plastic clay soil.
- Access to the site is via University Road, with an irrigation channel and gate along this road.
- The site consists of mostly unimproved pasture with less than half of the site having been established as a vineyard (currently dead).
- There are no improvements on site other than boundary farm fencing and the irrigation infrastructure.
- Remnants of a bonfire was observed in the centre of the site and appeared to consist of burnt fencing.
- A shallow channel enters the site along the northern boundary, travels south along the eastern boundary and then west along the southern boundary.
- Surrounding land uses include residential to the north, agricultural to the east and south and industrial and agricultural land to the west. Tapper Agri Services (agricultural supplies) is to the west, across University Road.

Maps of the site features can be seen in **Attachment C**.

Site photographs can be seen in **Attachment D**.

A summary of the site environmental setting is as follows.

Topography

The site is located the broad level Riverine Plains at an elevation of approximately 90m AHD.

Vegetation

The site is currently mostly unimproved pasture with part of the site established as a vineyard.

Natural Resources Sensitivity

A search of the Hay Local Environment Plan (2011) found the site is mapped as being in a natural resource sensitivity area for groundwater vulnerability. The site is not mapped as being in a natural resource sensitivity area for terrestrial biodiversity or riparian lands and waterways.

Weather

The average rainfall for Hay is around 360mm per annum, with the rainfall spread fairly evenly throughout the year. Hay is characterised by cold winters and hot summers.

Hydrology

An irrigation channel follows the north and south boundary and runs north south through the eastern half of the site. The Murrumbidgee River is located approximately 410m north from the approximate centre of the site. The irrigation channel joins the Murrumbidgee River approximately 710m to the north east of the site. The site is not mapped as being in a flood planning area.

Soil

Soils are cracking brown highly plastic clay topsoils overlying cracking reddish brown highly plastic clay subsoil.

Geology

The geology is the broad level Riverine Plains of Cainozoic/Quaternary alluvium. The alluvium overlies Palaeozoic and Mesozoic rocks that form the bedrock at around 300m deep.

Hydrogeology

There are no registered groundwater bores on site, but nearby bores and the Lower Murrumbidgee Groundwater Report (NSW DPIE, 2021) suggests there are two groundwater sources beneath the site. One being the shallow Shepparton Formation to around 40m depth consisting of poorly sorted and interbedded gravels, sands, and clays, while the other is the deeper Calivil Formation and Renmark Group from 40m to bedrock. The Shepparton Formation is typically a low productivity aquifer system and it generally not used as resource in the locale.

7.0 Sampling and analysis quality plan and sampling methodology

The Data Quality Objectives (DQOs) of the site assessment have been developed to define the type and quality of data to meet the project objectives. The DQOs have been developed generally in accordance with the seven step DQO process as outlined in AS 4482.1 (2005) and the USA EPA Guidance on Systematic Planning Using the Data Quality Objectives Process (2006a). These DQOs are as follows:

1. **The problem**
2. **The goal of the study**
3. **Information inputs**
4. **Study boundaries**
5. **The analytical approach**
6. **Performance and acceptance criteria**
7. **Obtaining data**

These objectives have been further outlined in the following sections.

DQO 1 - The problem

Potential contamination from previous land use may be present across the site and insufficient data relating to this source is available to determine land use suitability and the need for further investigation with the necessary level of confidence.

DQO 2 - The goal of the study

Goals of the study include:

- Undertake limited investigations, based on the data gaps to determine if there is pesticide contamination within the soil associated with the identified contamination sources.
- Determine if any contamination, should it be identified, poses a risk to current and/or future receptors at the site or within potential exposure pathways from the site, and if further investigation is required.
- Determining whether the site is currently, or can be made, suitable for the proposed development regarding contamination.

DQO 3 - Information inputs

- Desktop data including site inspections, site condition, history, geology, hydrogeology, and laboratory analysis to characterise the site.
- Observational data including visual and olfactory conditions obtained from the sampling.
- Analytical data relative to the assessment criteria.

DQO 4 - Study boundaries

- Intrusive investigation across the site.
- Temporal boundaries are limited to the proposed fieldwork timeframes in the third quarter of the year 2023.

DQO 5 - The analytical approach

Samples will be tested for heavy metals and organochlorine and organophosphate pesticides that may be persistent in the soil from the sites historical land use.

DQO 6 - Performance and acceptance criteria

Specific limits for the investigation are in accordance with the appropriate guidance made or endorsed by state and national regulations, appropriate data quality indicators, and industry standard procedures for field sampling and handling. To assess the validity of data for decision making, the data is assessed against a set of data quality indicators, the following predetermined data quality indicators have been adopted.

The key decision rules for the investigation are:

1) Has the analytical data been collected as part of the testing and met the data quality indicators? If they have then the data can be used to answer the decision rule/s and the decision statements developed in Step 2 of the DQOs. If not, then the need to collect additional data may be required.
2) Do contaminant concentrations exceed the investigation and screening criteria? If not, then the potential contamination does not pose an above low level of risk. Where results exceed the investigation and screening criteria, this may indicate an unacceptable level of risk. Further risk assessment and investigations may be warranted to determine the potential for impacts.

The key decision errors for the investigation are:

i. deciding that the site is contaminated when it truly is not.
ii. deciding that the site is not contaminated when it truly is.

The true state of nature for decision error (i) is that the site is not contaminated.
The true state of nature for decision error (ii) is that the site is contaminated.

The site assessment criteria were specifically derived and incorporate the following:

- The samples are not composited so the direct reading of contaminant levels will be found from each sample point on which an appropriate decision can be based off.
- The duplicate sample should have a Relative Percentage Difference (RPD) of <30%.
- The rinsate sample should return negligible concentrations for all parameters tested to ensure an appropriate sampling and decontamination procedure.
- If contaminant levels exceed the Tier 1 and statistical assessment criteria further investigation, assessment and management may be required.

Specific Tier 1 assessment criteria can be seen below, **Table 1**.

Table 1: *Assessment criteria*

Material	Analytes	Criteria
Soil	Heavy metals Pesticides	**Health Investigation Levels (HILs)** -Commercial/Industrial D NEPM (2013) -Table 1A(1) Heavy metals and pesticides -Soils within 3m of surface **Added Contaminants Limits (ACLs)** -Commercial/Industrial D NEPM (2013) -Table 1B(1) Zinc -Table 1B(2) Copper -Table 1B(3) Nickel -Table 1B(4) Lead -Soils within 2m of surface -pH of 7.0 ($CaCl_2$) and CEC of 20 assumed from local knowledge **Environmental Investigation Levels (EILs)** -Commercial/Industrial D NEPM (2013) -Table 1B(5) Arsenic and pesticides -Soils within 2m of surface **Ecological Screening Levels (ESLs)** -Commercial/Industrial D NEPM (2013) -Clay soils within 2m of surface

The Tier 1 assessment criteria are used as an initial screening of the data to determine whether further assessment is required. Where above criteria exceedance indicates a risk to human health or the environment, site specific risk assessment, statistical analysis, management, or remediation will be undertaken or recommended as appropriate.

DQO 7 - Obtaining data

The sampling pattern and strategy identifies the occurrence of potential contamination for suitable site characterisation. The sampling pattern and strategy has been devised based on site history, land uses, aerial imagery, site inspections, previous investigations and the NEPM (2013). The sampling pattern has been described in more detail below.

Sampling strategy and pattern

A systematic sampling pattern has been chosen based on potential contamination sources, previous land use, and requirements to delineate potential contamination. The adopted sampling pattern is suitable to make a quantitative statement about the level of confidence regarding the quality and accuracy of results. McMahon assesses that the sampling pattern is suitable to be used for decision making and site characterisation.

Key features of the sampling pattern include:

- 8 systematic soil sample locations taken across the site. Samples will be analysed for heavy metals and pesticides (organochlorines and organophosphates).
- One soil duplicate sample.
- One soil rinsate sample.

By reference to the DQOs, maps of the investigation locations can be seen in **Attachment E**.

Sampling design justification

- Samples 1 - 8: to assess the near surface soil contamination from potential persistent pesticides from diffuse application.

Failure to meet objectives procedure

If the procedures undertaken do not satisfy the expected data quality objectives, a review of the sampling plan will be conducted prior to any further works.

Sampling and analysis methodology

The sampling officer wore unused disposable nitrile gloves to extract samples directly from the excavated pit to place into appropriately preserved sample receptacles. Collected sample containers were placed into a chilled esky for preservation prior to analysis. All in-field observations and any relevant comments are detailed in the field sheets and a Chain of Custody form was produced to accompany the samples to the laboratory.

Sampling standards

Sampling was undertaken by reference to:

- AS 4482.1:2005 - Guide to the investigation and sampling of sites with potentially contaminated soil Part 1: Non-volatile and semi-volatile compounds.
- AS 4482.2:1999 - Guide to the sampling and investigation of potentially contaminated soil Part 2: Volatile substances.

Although these standards have been recently withdrawn, they have been used in the absence of other national guidelines.

8.0 Results

The site inspection and sampling for this PSI was conducted over one day on 15 June 2023. The weather was cool with light winds. A summary of the field observations and sample analytical results are as follows.

Soil and site surface

- Soils are cracking brown highly plastic clay topsoils overlying cracking reddish brown highly plastic clay.
- There were no visual or olfactory indicators of chemical contamination on site.

Soil analysis

- Heavy metals are below the Limits of Reporting (LORs) and/or the adopted criteria.
- Pesticides are below LORs and the adopted criteria.

Quality control and quality assurance results

- The duplicate sample (5) returned relative percent differences of <30%.
- The rinsate sample retuned results below the laboratory limit of reporting.
- There were no laboratory outliers.
- Based on the above, the field and laboratory quality control and quality assurance is of a suitable quality to rely upon the results.

Tabulated results can be seen in **Attachment F**.

Laboratory reports can be seen in **Attachment G**.

9.0 Conceptual site model

A conceptual site model is a representation of site-related information regarding contamination sources, receptors and exposure pathways between those sources and receptors and is presented and follows.

Summary

The site has been used for agriculture/horticulture as far as records can ascertain. Chemicals associated with pesticide use may have accumulated in the soil. Receptors include future construction workers, site users, and the environment. Pathways are from soil disturbance during development and occupation. Short to medium-term soil contact is likely for future construction workers, and long-term soil contact is possible for future occupants.

Potential and known sources of contamination

- Persistent pesticides.

List of chemicals of potential concern

From the potential contamination sources, the Chemicals of Potential Concern (COPCs) are as follows:

- Heavy metals and pesticides.

Mechanism of contamination

The mechanism of contamination is predominantly top-down vertical and lateral migration into soil.

Potentially affected environmental media

- Soil.
- Surface water.
- Groundwater is unlikely to be impacted owing to the deep depths.

Consideration of spatial and temporal variations

Spatial variation in potential contamination is possible. Temporal variation is unlikely owing to the aged nature of potential contaminants.

Actual or potential exposure pathways

- Direct skin contact with soil for future construction workers, and future on-site occupants.
- Inhalation and/or ingestion of soil, vapour, and dust.
- Direct surface water contact.
- Groundwater ingestion.

Human and ecological receptors

- Future on-site users.
- Construction workers.
- Domestic groundwater users. No domestic groundwater bores currently exist on site.
- Down gradient ecological receptors.
- Future landscaping and ecological receptors.

Frequency of exposure

- Construction workers are assessed to be a short-term exposure risk.
- Future on-site users are assessed to have a long-term exposure risk.
- Future groundwater users are a medium to long-term exposure risk.
- Ecological receptors are assessed to be a medium to long-term exposure risk.

Source pathway receptor linkage assessment

- Future on-site construction workers have a risk of contact with potentially contaminated during construction and maintenance.
- Future on-site users have a risk of dermal contact with potentially contaminated soil during occupation and maintenance.
- Future on-site users have a risk of inhalation of potentially contaminated soil and dust.
- Groundwater use is unlikely.
- On site ecological receptors are limited at present but this could change with landscaping and land use.
- There is a low risk to down gradient ecological receptors from the migration of potentially contaminated surface water and groundwater as no gross soil contamination was found.
- The site is assessed to be suitable for the development given the adoption of the recommended site management strategies during development.

Discussion of multiple lines of evidence

A multiple lines of evidence approach is the process for evaluating and integrating information from different sources of data and uses best professional judgement to assess the consistency and plausibility of the conclusions which can be drawn, NEPM (2013).

Definitive information concerning the sources of potential contamination on site is satisfactory therefore the risk assessment relies heavily on the information provided by this PSI and is supplemented by data collected during sampling.

10.0 Conclusions and recommendations

This investigation met the objective of investigating and assessing potential contamination and providing a statement of site suitability for the proposed land use and an appropriate risk assessment framework for the management of the site during development.

The results of the investigation conclude that the identified potential contamination sources are assessed to be of low significance in terms of risk to current and future site users and the site is suitable for the proposed development.

The remnants of the bonfire are recommended to be classified in line with the NSW EPA (2014) Waste Classification Guidelines and disposed of at an appropriately licence landfill.

Although no filled gullies and dams were identified as part of this PSI, it is not uncommon to find these on agricultural/horticultural land. Care must be taken to identify and evaluated unexpected finds such as these during development under the unexpected finds protocol in **Section 12.0**.

This executive summary and the findings of this PSI are subject to the limitations as stated in **Section 11.0**.

11.0 Limitations and disclaimer

DM McMahon Pty Ltd has prepared this report in accordance with the usual care and thoroughness of the consulting profession for the use of TFA Project Group and only those third parties who have been authorised by DM McMahon Pty Ltd to rely on this report.

The information contained in this report has been extracted from field and laboratory sources believed to be reliable and accurate. DM McMahon Pty Ltd does not assume any responsibility for the misinterpretation of information supplied in this report. The accuracy and reliability of recommendations identified in this report need to be evaluated with due care according to individual circumstances. It should be noted that the recommendations and findings in this report are based solely upon the said site location and conditions at the time of assessment. The results of the said investigations undertaken are an overall representation of the conditions encountered. The properties of the soil, vapour and groundwater within the location may change due to variations in ground conditions outside of the assessed area. The author has no control or liability over site variability that may warrant further investigation that may lead to significant design and land use changes.

12.0 Unexpected findings

If any unconsolidated, odorous, stained, or deleterious soils, or suspect bonded/friable/fibrous asbestos containing material, fuel tanks, or septic systems are encountered during any further excavation, suspected historical contaminating activities are encountered, or conditions that are not alike the above descriptions, the site supervisor should be informed, the work stopped, and this office be contacted immediately for further evaluation by an appropriately qualified environmental consultant. The unexpected findings may trigger the need for more investigation and assessment dependant on the scope and context of the unexpected finding.

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14.0 Attachments

A. Site location and proposed development plan	7 pages
B. Aerial photographs	13 pages
C. Site features	1 page
D. Site photographs	3 pages
E. Sampling map	1 page
F. Tabulated results	1 page
G. Laboratory reports	17 pages

Attachment A : *Site location and proposed development plan*

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310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2020

HAY SHIRE COUNCIL

Legend
Boundary

B64
Cadell St
Hay
B75
Murrumbidgee River
Hay South
A20
A20
A20
Sturt Hwy
N
1 km

Google Earth
Image © 2023 CNES / Airbus

HAY SHIRE COUNCIL

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2020

Legend
Boundary

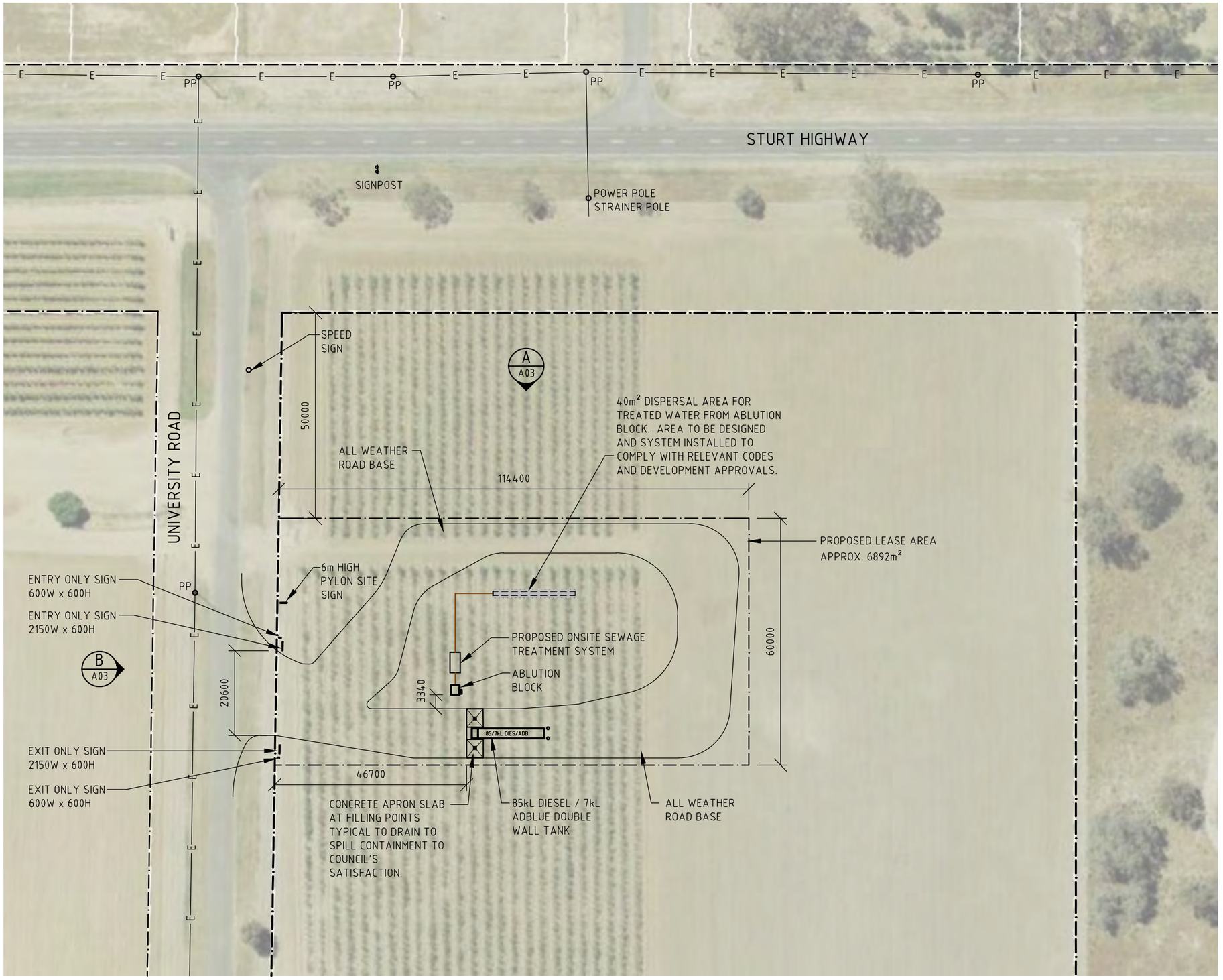
Miller St
A20
Sturt Hwy
Moama St
University Rd

Google Earth
Image © 2023 CNES / Airbus

N

100 m

R.P.D.
LOT 2
DP1212081
AREA APPROX 42,055m²



iOR PETROLEUM

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Metres
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revision	date	by	description	checked
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TfA Project Group

project
iOR PETROLEUM
UNMANNED TRUCK STOP
UNIVERSITY ROAD,
HAY SOUTH,
NEW SOUTH WALES

title
PROPOSED SITE LAYOUT

drawn	approved	date created	A1 scale	A3 scale
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status	drawing no.	rev.
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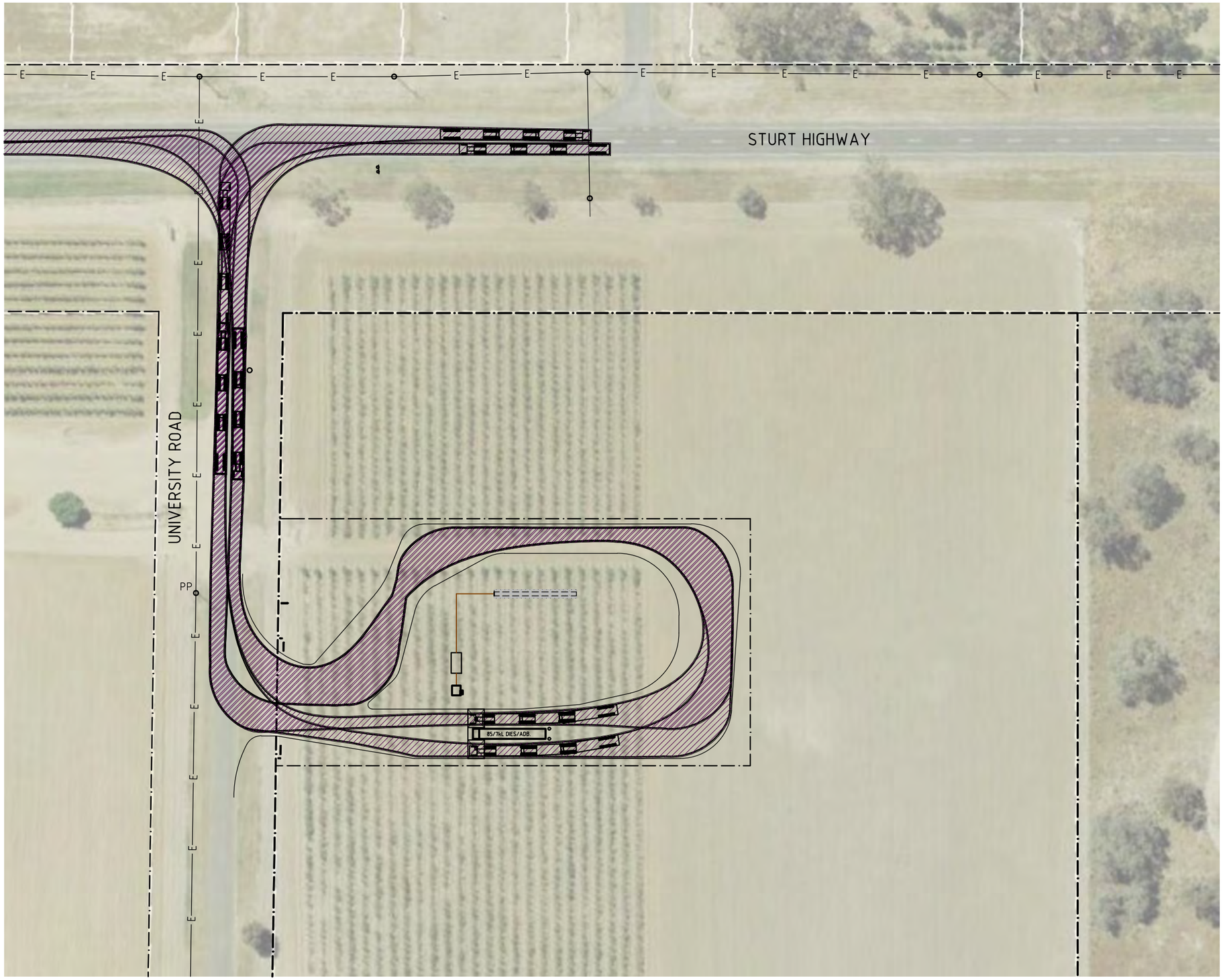

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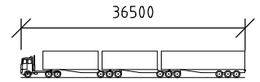
DP1212081
AREA APPROX 42,055m²



B-TRIPLE ELEVATION

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A	21.11.19	DGC	PRELIMINARY FOR CLIENT REVIEW	

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HAY SOUTH,
NEW SOUTH WALES

title
VEHICLE TURNING PATHS

drawn	approved	date created	A1 scale	A3 scale
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status	drawing no.	rev.
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A D01 ELEVATION
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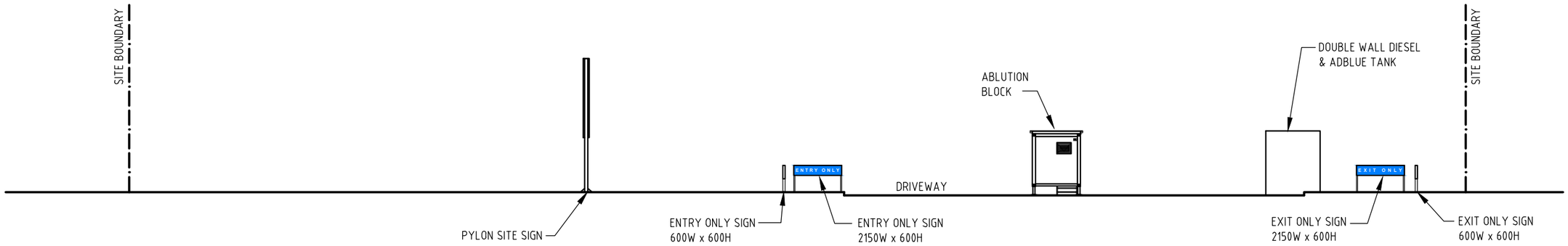

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TFA Project Group

project
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UNMANNED TRUCK STOP
UNIVERSITY ROAD,
HAY SOUTH,
NEW SOUTH WALES

title
PROPOSED SITE ELEVATIONS

drawn	approved	date created	A1 scale	A3 scale
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status	drawing no.	rev.
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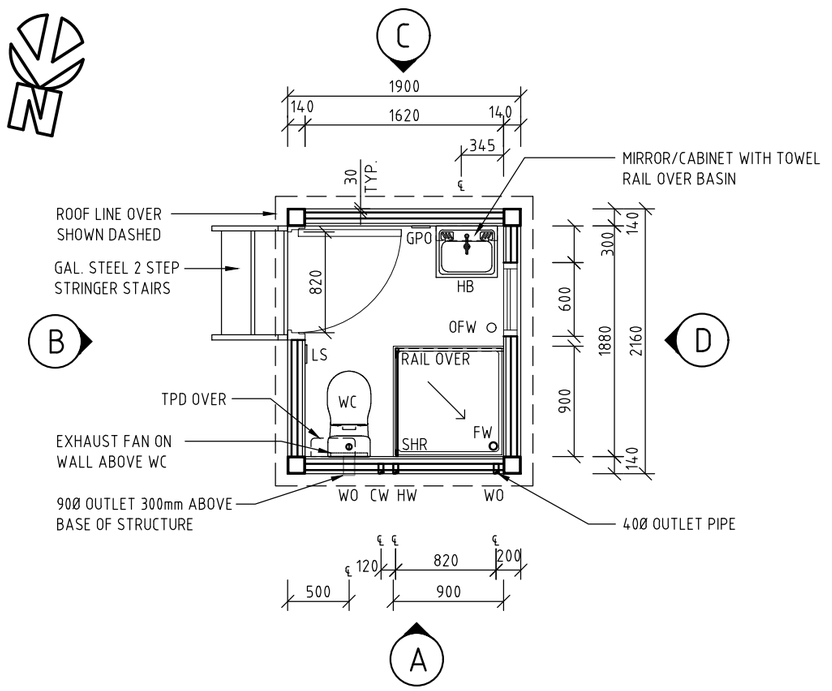
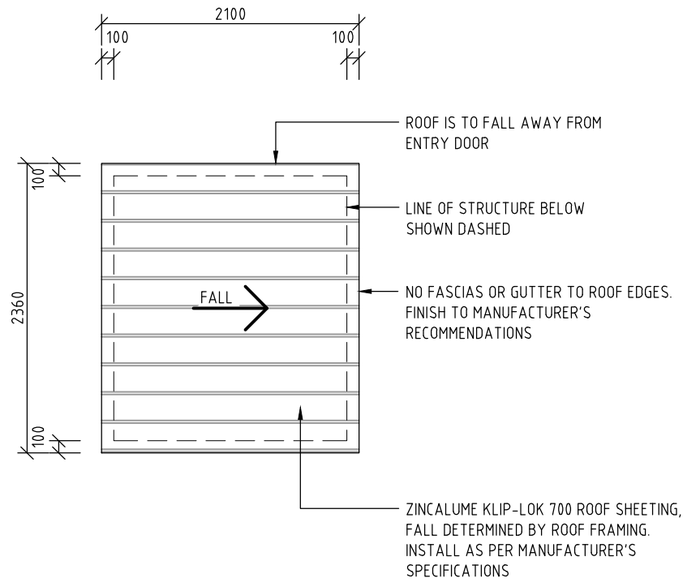


FLOOR PLAN



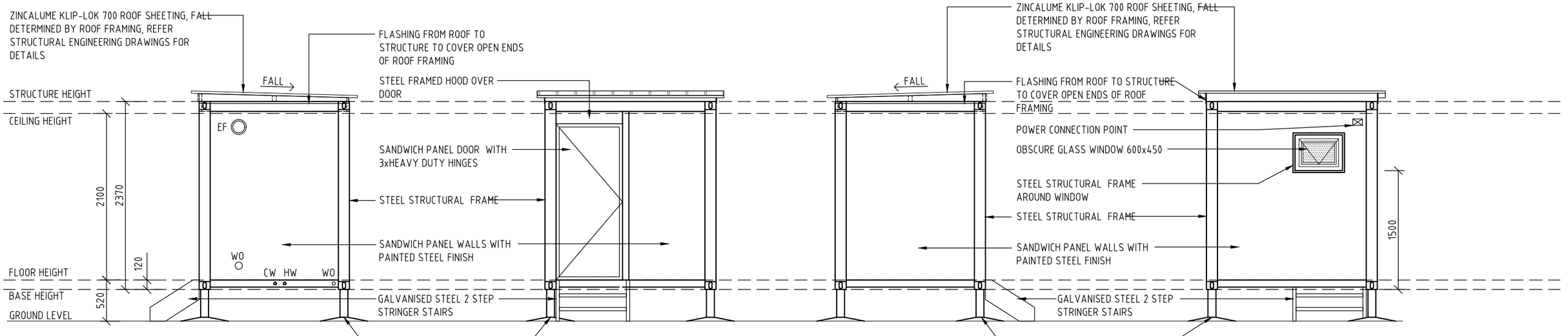
ROOF PLAN

NOTES

1. ALL SERVICES TO BE CONCEALED, RUN BELOW FLOOR OR IN WALL/ CEILING CAVITIES.
2. THE CONTRACTOR IS TO VERIFY ON SITE THAT THE INVERT & SERVICE LEVELS & REQUIRED COVER OVER DRAINAGE LINES ARE OBTAINABLE BEFORE COMMENCING WORKS.
3. ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE BY-LAWS & THE REQUIREMENTS OF THE LOCAL BUILDING & PLUMBING INSPECTOR. ENSURE MATERIALS MEET THE FIRE RATING REQUIREMENTS OF THE QLD BUILDING CODE OF AUSTRALIA.
4. THESE DRAWINGS MUST BE READ IN CONJUNCTION WITH THE ARCHITECTS / DESIGNERS COUNCIL OR CERTIFIERS APPROVED BUILDING DRAWINGS.
5. FINISHED FLOOR LEVELS DETERMINED BY ON SITE CONDITIONS. REFER CIVIL & STRUCTURAL DESIGN FOR LEVELS, FOOTINGS AND STAIR REQUIREMENTS.

LEGEND

CW	COLD WATER CONNECTION
EF	EXHAUST FAN
FW	FLOOR WASTE
GPO	POWER OUTLET SINGLE
HB	HAND BASIN
HW	HOT WATER CONNECTION
HWU	HOT WATER UNIT
LS	LIGHT SWITCH
OFW	OVERFLOW FLOOR WASTE
ORG	OVERFLOW RELIEF GULLY
SHR	SHOWER
TPD	TOILET PAPER DISPENSER
WC	WATER CLOSET
WO	WASTE OUTLET



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1	21.11.19	DGC	PRELIMINARY FOR CLIENT REVIEW	

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ACN 612 132 233

PROJECT MANAGERS | DESIGNERS | PLANNERS | ENGINEERS
Head office 1 Kay St, Fortitude Valley QLD 4006 Australia
Email: enquiry@tfa.com.au Ph. 61 7 3854 2900 Fax. 61 7 3854 2999

TfA Project Group

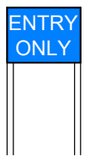
project
iOR PETROLEUM
UNMANNED TRUCK STOP
UNIVERSITY ROAD,
HAY,
NEW SOUTH WALES

title
ABLUTIONS – FLOOR PLAN, ROOF PLAN & ELEVATIONS

drawn	approved	date created	A1 scale	A3 scale
DGC		21.11.19	1: 25	1: 50

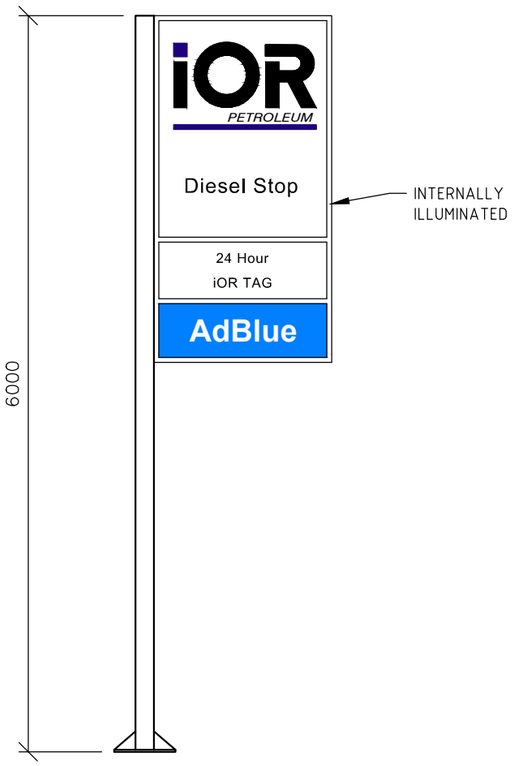
status	drawing no.	rev.
PRELIMINARY	19297–HAY–D04	1

This is page number 164 of the Business Paper/Report for the Ordinary Meeting of Council - 10 December 2025



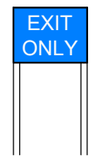
ENTRY ONLY SIGN
600W x 600H
1:50

ENTRY ONLY SIGN
2150W x 600H
1:50



6m HIGH PYLON SITE
SIGN
1:50

EXIT ONLY SIGN
2150W x 600H
1:50



EXIT ONLY SIGN
600W x 600H
1:50

Scale Bar

0.5 0 0.5 1 1.5 2 2.5m

Metres

Figured dimensions to be taken in preference to scale readings.

revision	date	by	description	checked
A	21.11.19	DGC	PRELIMINARY FOR CLIENT REVIEW	

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This is page number 162 of the Business Paper presented to the Ordinary Meeting of Council on 16 December 2025

project
iOR PETROLEUM
UNMANNED TRUCK STOP
UNIVERSITY ROAD,
HAY SOUTH,
NEW SOUTH WALES

title
PROPOSED SIGNAGE DETAILS

drawn	approved	date created	A1 scale	A3 scale
DGC		21.11.19		1:50

status	drawing no.	rev.
PRELIMINARY	19297–HAY–D05	1

Attachment B : *Aerial photographs and satellite images*

DM McMahon Pty Ltd 6 Jones Street (PO BOX 6118) Wagga Wagga NSW 2650 t (02) 6931 0510 w www.dmmcmahon.com.au

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
NSW LPI image 1962

HAY SHIRE COUNCIL

Legend
Boundary

A20
Sturt Hwy
Moama St
University Rd

Google Earth
Image © 2023 CNES / Airbus

N
100 m

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
NSW LPI image 1973

HAY SHIRE COUNCIL

Legend
Boundary

A20

Sturt Hwy

Moama St

University Rd

Google Earth
Image © 2023 CNES / Airbus

N

100 m

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
NSW LPI image 1989

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
NSW LPI image 1993

HAY SHIRE COUNCIL

Legend
Boundary

Sturt Hwy
A20
Moama St
University Rd
Google Earth
Image © 2023 CNES / Airbus
N
100 m

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2002

HAY SHIRE COUNCIL

Legend
Boundary

Moama St
Sturt Hwy
A20
A20
University Rd
Miller St

Google Earth
Image © 2023 Maxar Technologies

N

100 m

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2007

Legend
Boundary

Moama St
Sturt Hwy
A20
University Rd
Miller St
HAY SHIRE COUNCIL

Google Earth
Image © 2023 Maxar Technologies

100 m
N

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2010

Legend
Boundary

HAY SHIRE COUNCIL

A20

Sturt Hwy

Moama St

University Rd

Google Earth

Image © 2023 Maxar Technologies

N

100 m

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2011

HAY SHIRE COUNCIL

Legend
Boundary

A20
Sturt Hwy
Moama St
University Rd
Miller St

Google Earth
Image © 2023 Maxar Technologies

N
100 m

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2013

Legend
Boundary

HAY SHIRE COUNCIL
Miller St
A20
A20
Sturt Hwy
Moama St
University Rd
Google Earth
Image © 2023 CNES / Airbus
N
100 m

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2015

Legend
Boundary

Miller St
A20
A20
Sturt Hwy
Moama St
University Rd

Google Earth
Image © 2023 Maxar Technologies

N
100 m

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2017

HAY SHIRE COUNCIL

Legend
Boundary

Moama St
Sturt Hwy
A20
A20
University Rd

Google Earth
Image © 2023 Maxar Technologies

N

100 m

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2018

Legend
Boundary

HAY SHIRE COUNCIL

Miller St

A20

Sturt Hwy

Moama St

University Rd

Google Earth

Image © 2023 CNES / Airbus

N

100 m

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report No. 9404
Google Earth image 2020

HAY SHIRE COUNCIL

Legend
Boundary

Miller St
A20
A20
Sturt Hwy
Moama St
University Rd

Google Earth
Image © 2023 CNES / Airbus

N

100 m

Attachment C : *Site features*

DM McMahon Pty Ltd 6 Jones Street (PO BOX 6118) Wagga Wagga NSW 2650 t (02) 6931 0510 w www.dmmcmahon.com.au

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report. No. 9404
Google Earth image 2020

HAY SHIRE COUNCIL

Legend
- Boundary
- Irrigation channel

Sturt Hwy
A20
Moama St
Access gate
Irrigation gate
Access gate
Bonfire
Google Earth
Image © 2023 CNES / Airbus
N
100 m

Attachment D : *Site photographs*

DM McMahon Pty Ltd 6 Jones Street (PO BOX 6118) Wagga Wagga NSW 2650 t (02) 6931 0510 w www.dmmcmahon.com.au

Site photographs
310 Moama Street Hay NSW
Report No. 9404

Photograph 1: The cracking clay.

Photograph 2: Access gate to University Road.

Site photographs
310 Moama Street Hay NSW
Report No. 9404

Photograph 3: Irrigation channel and gate along University Road.

Photograph 4: Unimproved pasture with the vineyard in the background (facing east).

Site photographs
310 Moama Street Hay NSW
Report No. 9404

Photograph 5: Vineyard (facing north west). Tapper Agri Services can be seen in the background.

Photograph 6: Remnants of the bonfire in the centre of the site.

Attachment E : *Sampling map*

DM McMahon Pty Ltd 6 Jones Street (PO BOX 6118) Wagga Wagga NSW 2650 t (02) 6931 0510 w www.dmmcmahon.com.au

310 Moama Street Hay NSW 2711

Preliminary Site Investigation
Report. No. 9404
Google Earth image 2020

HAY SHIRE COUNCIL

Legend
- Boundary
- Investigation locations

Miller St
A20
Sturt Hwy
Moama St
University Rd
1
2
3
4
5
6
7
8
Google Earth
Image © 2023 CNES / Airbus
N
100 m

Attachment G : *Tabulated results*

DM McMahon Pty Ltd 6 Jones Street (PO BOX 6118) Wagga Wagga NSW 2650 t (02) 6931 0510 w www.dmmcmahon.com.au

Page: 1 of 1
Job number: 9404
Project: 310 Moama Street Hay

																Commercial/Industrial (D) Criteria				
Sample date			6/7/23	6/7/23	6/7/23	6/7/23	6/7/23	6/7/23	6/7/23	6/7/23	-	-	-	-						
Sample location			Paddock	Paddock	Paddock	Paddock	Paddock	Paddock	Paddock	Paddock	-	-	-	-						
Sample ID			1	2	3	4	5	6	7	8	-	-	-	-						
Sample depth (m)			0-0.3	0-0.3	0-0.3	0-0.3	0-0.3	0-0.3	0-0.3	0-0.3	-	-	-	-						
Compound	**LOR**	**Unit**	Result	Result	Result	Result	Result	Result	Result	Result	-	-	-	-	**HILs**	**HSLs**	**ACLs**	**EILs**	**ESLs**
Arsenic	5	mg/kg	5	<5	<5	<5	6	6	5	<5	-	-	-	-	3000	-	-	160	-
Cadmium	1	mg/kg	<1	<1	<1	<1	<1	<1	<1	<1	-	-	-	-	900	-	-	-	-
Chromium	2	mg/kg	29	29	29	28	35	34	31	34	-	-	-	-	-	-	660	-	-
Copper	5	mg/kg	30	41	39	35	38	41	44	44	-	-	-	-	240000	-	320	-	-
Lead	5	mg/kg	14	14	14	14	17	17	16	16	-	-	-	-	1500	-	1800	-	-
Nickel	2	mg/kg	24	24	24	23	24	24	25	24	-	-	-	-	6000	-	460	-	-
Zinc	5	mg/kg	46	48	46	44	50	52	51	54	-	-	-	-	400000	-	1100	-	-
Mercury	0.1	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	-	-	-	-	730	-	-	-	-
PCBs	0.1	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	7	-	-	-	-
HCB	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	-	-	-	-	80	-	-	-	-
Heptachlor	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	-	-	-	-	50	-	-	-	-
Chlordane	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	-	-	-	-	530	-	-	-	-
Endrin	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	-	-	-	-	100	-	-	-	-
Endosulfan	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	-	-	-	-	2000	-	-	-	-
Aldrin+dieldrin	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05	0.99	<0.05	<0.05	-	-	-	-	45	-	-	-	-
DDT+DDE+DDD	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05	0.98	<0.05	<0.05	-	-	-	-	3600	-	-	-	-
Chlorpyrifos	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05	-	-	-	-	2000	-	-	-	-
Phenols	0.5	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	240000	-	-	-	-
PAHs	0.5	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	4000	-	-	-	-
Benzo(a)pyrene	0.5	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	-				
Benzo(a)pyrene TEQ (half LOR)	0.5	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	40	-	-	-	0.7
TRH C6-C10 minux BTEX (F1)	10	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	-	310	-	-	215
TRH C10-C16 minus napthalene (F2)	50	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	170
TRH C16-C34 (F3)	100	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2500
TRH C34-C40 (F4)	100	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6600
Benzene	0.2	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	-	4	-	-	95
Toluene	0.5	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	135
Ethylbenzene	0.5	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	185
Xylenes	0.5	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	95
Napthalene	1	mg/kg	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	370	-

Attachment H : *Laboratory reports*

DM McMahon Pty Ltd 6 Jones Street (PO BOX 6118) Wagga Wagga NSW 2650 t (02) 6931 0510 w www.dmmcmahon.com.au

CERTIFICATE OF ANALYSIS

Work Order	: **ES2322626**	Page	: 1 of 8
Client	: **DM MCMAHON PTY LTD**	Laboratory	: Environmental Division Sydney
Contact	: MR DAVID MCMAHON	Contact	: Customer Services ES
Address	: 6 JONES ST Wagga Wagga NSW, AUSTRALIA 2650	Address	: 277-289 Woodpark Road Smithfield NSW Australia 2164
Telephone	: 02 6931 0510	Telephone	: +61-2-8784 8555
Project	: 310 Moama Street Hay	Date Samples Received	: 07-Jul-2023 10:50
Order number	: 9404	Date Analysis Commenced	: 10-Jul-2023
C-O-C number	: ----	Issue Date	: 13-Jul-2023 11:40
Sampler	: D. McMahon		
Site	: ----		
Quote number	: EN/222		
No. of samples received	: 10		
No. of samples analysed	: 10		

Accreditation No. 825
Accredited for compliance with
ISO/IEC 17025 - Testing

This report supersedes any previous report(s) with this reference. Results apply to the sample(s) as submitted, unless the sampling was conducted by ALS. This document shall not be reproduced, except in full.

This Certificate of Analysis contains the following information:

- General Comments
- Analytical Results
- Surrogate Control Limits

Additional information pertinent to this report will be found in the following separate attachments: Quality Control Report, QA/QC Compliance Assessment to assist with Quality Review and Sample Receipt Notification.

Signatories

This document has been electronically signed by the authorized signatories below. Electronic signing is carried out in compliance with procedures specified in 21 CFR Part 11.

Signatories	*Position*	*Accreditation Category*
Alex Rossi	Organic Chemist	Sydney Organics, Smithfield, NSW
Ankit Joshi	Senior Chemist - Inorganics	Sydney Inorganics, Smithfield, NSW
Evie Sidarta	Inorganic Chemist	Sydney Inorganics, Smithfield, NSW

General Comments

The analytical procedures used by ALS have been developed from established internationally recognised procedures such as those published by the USEPA, APHA, AS and NEPM. In house developed procedures are fully validated and are often at the client request.

Where moisture determination has been performed, results are reported on a dry weight basis.

Where a reported less than (<) result is higher than the LOR, this may be due to primary sample extract/digestate dilution and/or insufficient sample for analysis.

Where the LOR of a reported result differs from standard LOR, this may be due to high moisture content, insufficient sample (reduced weight employed) or matrix interference.

When sampling time information is not provided by the client, sampling dates are shown without a time component. In these instances, the time component has been assumed by the laboratory for processing purposes.

Where a result is required to meet compliance limits the associated uncertainty must be considered. Refer to the ALS Contract for details.

Key : CAS Number = CAS registry number from database maintained by Chemical Abstracts Services. The Chemical Abstracts Service is a division of the American Chemical Society.
LOR = Limit of reporting
^ = This result is computed from individual analyte detections at or above the level of reporting
ø = ALS is not NATA accredited for these tests.
~ = Indicates an estimated value.

- EP068: Where reported, Total Chlordane (sum) is the sum of the reported concentrations of cis-Chlordane and trans-Chlordane at or above the LOR.
- EP068: Where reported, Total OCP is the sum of the reported concentrations of all Organochlorine Pesticides at or above LOR.

Analytical Results

Sub-Matrix: SOIL (Matrix: SOIL)			Sample ID	1	2	3	4	5
			Sampling date / time	06-Jul-2023 00:00	06-Jul-2023 00:00	06-Jul-2023 00:00	06-Jul-2023 00:00	06-Jul-2023 00:00
Compound	CAS Number	LOR	Unit	ES2322626-001	ES2322626-002	ES2322626-003	ES2322626-004	ES2322626-005
				Result	Result	Result	Result	Result
EA055: Moisture Content (Dried @ 105-110°C)								
Moisture Content	----	1.0	%	**20.2**	**20.5**	**18.7**	**19.1**	**22.5**
EG005(ED093)T: Total Metals by ICP-AES								
Arsenic	7440-38-2	5	mg/kg	<5	<5	<5	<5	**6**
Cadmium	7440-43-9	1	mg/kg	<1	<1	<1	<1	<1
Chromium	7440-47-3	2	mg/kg	**29**	**29**	**29**	**28**	**35**
Copper	7440-50-8	5	mg/kg	**30**	**41**	**39**	**35**	**38**
Lead	7439-92-1	5	mg/kg	**14**	**14**	**14**	**14**	**17**
Nickel	7440-02-0	2	mg/kg	**24**	**24**	**24**	**23**	**24**
Zinc	7440-66-6	5	mg/kg	**46**	**48**	**46**	**44**	**50**
EG035T: Total Recoverable Mercury by FIMS								
Mercury	7439-97-6	0.1	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
EP068A: Organochlorine Pesticides (OC)								
alpha-BHC	319-84-6	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
Hexachlorobenzene (HCB)	118-74-1	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
beta-BHC	319-85-7	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
gamma-BHC	58-89-9	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
delta-BHC	319-86-8	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
Heptachlor	76-44-8	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
Aldrin	309-00-2	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
Heptachlor epoxide	1024-57-3	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
^ Total Chlordane (sum)	----	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
trans-Chlordane	5103-74-2	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
alpha-Endosulfan	959-98-8	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
cis-Chlordane	5103-71-9	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
Dieldrin	60-57-1	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
4.4`-DDE	72-55-9	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
Endrin	72-20-8	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
beta-Endosulfan	33213-65-9	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
^ Endosulfan (sum)	115-29-7	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
4.4`-DDD	72-54-8	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
Endrin aldehyde	7421-93-4	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
Endosulfan sulfate	1031-07-8	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05
4.4`-DDT	50-29-3	0.2	mg/kg	<0.2	<0.2	<0.2	<0.2	<0.2
Endrin ketone	53494-70-5	0.05	mg/kg	<0.05	<0.05	<0.05	<0.05	<0.05

Analytical Results

Sub-Matrix: SOIL (Matrix: SOIL)				Sample ID	1	2	3	4	5
				Sampling date / time	06-Jul-2023 00:00	06-Jul-2023 00:00	06-Jul-2023 00:00	06-Jul-2023 00:00	06-Jul-2023 00:00
Compound	CAS Number	LOR	Unit		ES2322626-001	ES2322626-002	ES2322626-003	ES2322626-004	ES2322626-005
					Result	Result	Result	Result	Result
EP068A: Organochlorine Pesticides (OC) - Continued									
Methoxychlor	72-43-5	0.2	mg/kg		<0.2	<0.2	<0.2	<0.2	<0.2
^ **Sum of Aldrin + Dieldrin**	309-00-2/60-57-1	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
^ **Sum of DDD + DDE + DDT**	72-54-8/72-55-9/50-2	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
EP068B: Organophosphorus Pesticides (OP)									
Dichlorvos	62-73-7	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Demeton-S-methyl	919-86-8	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Monocrotophos	6923-22-4	0.2	mg/kg		<0.2	<0.2	<0.2	<0.2	<0.2
Dimethoate	60-51-5	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Diazinon	333-41-5	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Chlorpyrifos-methyl	5598-13-0	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Parathion-methyl	298-00-0	0.2	mg/kg		<0.2	<0.2	<0.2	<0.2	<0.2
Malathion	121-75-5	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Fenthion	55-38-9	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Chlorpyrifos	2921-88-2	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Parathion	56-38-2	0.2	mg/kg		<0.2	<0.2	<0.2	<0.2	<0.2
Pirimphos-ethyl	23505-41-1	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Chlorfenvinphos	470-90-6	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Bromophos-ethyl	4824-78-6	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Fenamiphos	22224-92-6	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Prothiofos	34643-46-4	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Ethion	563-12-2	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Carbophenothion	786-19-6	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
Azinphos Methyl	86-50-0	0.05	mg/kg		<0.05	<0.05	<0.05	<0.05	<0.05
EP068S: Organochlorine Pesticide Surrogate									
Dibromo-DDE	21655-73-2	0.05	%		**96.2**	**99.8**	**89.7**	**108**	**89.8**
EP068T: Organophosphorus Pesticide Surrogate									
DEF	78-48-8	0.05	%		**82.2**	**87.3**	**75.0**	**88.4**	**77.9**

Analytical Results

Sub-Matrix: SOIL (Matrix: SOIL)			Sample ID	6	7	8	Duplicate	----
			Sampling date / time	06-Jul-2023 00:00	06-Jul-2023 00:00	06-Jul-2023 00:00	06-Jul-2023 00:00	----
Compound	CAS Number	LOR	Unit	ES2322626-006	ES2322626-007	ES2322626-008	ES2322626-009	--------
				Result	Result	Result	Result	----
EA055: Moisture Content (Dried @ 105-110°C)								
Moisture Content	----	1.0	%	**22.2**	**21.2**	**22.5**	**22.1**	----
EG005(ED093)T: Total Metals by ICP-AES								
Arsenic	7440-38-2	5	mg/kg	**6**	**5**	<5	**5**	----
Cadmium	7440-43-9	1	mg/kg	<1	<1	<1	<1	----
Chromium	7440-47-3	2	mg/kg	**34**	**31**	**34**	**36**	----
Copper	7440-50-8	5	mg/kg	**41**	**44**	**44**	**38**	----
Lead	7439-92-1	5	mg/kg	**17**	**16**	**16**	**17**	----
Nickel	7440-02-0	2	mg/kg	**24**	**25**	**24**	**24**	----
Zinc	7440-66-6	5	mg/kg	**52**	**51**	**54**	**50**	----
EG035T: Total Recoverable Mercury by FIMS								
Mercury	7439-97-6	0.1	mg/kg	<0.1	<0.1	<0.1	<0.1	----
EP068A: Organochlorine Pesticides (OC)								
alpha-BHC	319-84-6	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Hexachlorobenzene (HCB)	118-74-1	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
beta-BHC	319-85-7	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
gamma-BHC	58-89-9	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
delta-BHC	319-86-8	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Heptachlor	76-44-8	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Aldrin	309-00-2	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Heptachlor epoxide	1024-57-3	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
^ Total Chlordane (sum)	----	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
trans-Chlordane	5103-74-2	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
alpha-Endosulfan	959-98-8	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
cis-Chlordane	5103-71-9	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Dieldrin	60-57-1	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
4.4`-DDE	72-55-9	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Endrin	72-20-8	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
beta-Endosulfan	33213-65-9	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
^ Endosulfan (sum)	115-29-7	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
4.4`-DDD	72-54-8	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Endrin aldehyde	7421-93-4	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Endosulfan sulfate	1031-07-8	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
4.4`-DDT	50-29-3	0.2	mg/kg	<0.2	<0.2	<0.2	----	----
Endrin ketone	53494-70-5	0.05	mg/kg	<0.05	<0.05	<0.05	----	----

Analytical Results

Sub-Matrix: SOIL (Matrix: SOIL)			Sample ID	6	7	8	Duplicate	----
			Sampling date / time	06-Jul-2023 00:00	06-Jul-2023 00:00	06-Jul-2023 00:00	06-Jul-2023 00:00	----
Compound	CAS Number	LOR	Unit	ES2322626-006	ES2322626-007	ES2322626-008	ES2322626-009	--------
				Result	Result	Result	Result	----
EP068A: Organochlorine Pesticides (OC) - Continued								
Methoxychlor	72-43-5	0.2	mg/kg	<0.2	<0.2	<0.2	----	----
^ **Sum of Aldrin + Dieldrin**	309-00-2/60-57-1	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
^ **Sum of DDD + DDE + DDT**	72-54-8/72-55-9/50-2	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
EP068B: Organophosphorus Pesticides (OP)								
Dichlorvos	62-73-7	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Demeton-S-methyl	919-86-8	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Monocrotophos	6923-22-4	0.2	mg/kg	<0.2	<0.2	<0.2	----	----
Dimethoate	60-51-5	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Diazinon	333-41-5	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Chlorpyrifos-methyl	5598-13-0	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Parathion-methyl	298-00-0	0.2	mg/kg	<0.2	<0.2	<0.2	----	----
Malathion	121-75-5	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Fenthion	55-38-9	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Chlorpyrifos	2921-88-2	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Parathion	56-38-2	0.2	mg/kg	<0.2	<0.2	<0.2	----	----
Pirimphos-ethyl	23505-41-1	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Chlorfenvinphos	470-90-6	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Bromophos-ethyl	4824-78-6	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Fenamiphos	22224-92-6	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Prothiofos	34643-46-4	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Ethion	563-12-2	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Carbophenothion	786-19-6	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
Azinphos Methyl	86-50-0	0.05	mg/kg	<0.05	<0.05	<0.05	----	----
EP068S: Organochlorine Pesticide Surrogate								
Dibromo-DDE	21655-73-2	0.05	%	**103**	**93.3**	**99.6**	----	----
EP068T: Organophosphorus Pesticide Surrogate								
DEF	78-48-8	0.05	%	**96.5**	**81.3**	**85.2**	----	----

Analytical Results

Sub-Matrix: WATER (Matrix: WATER)			Sample ID	Rinsate	----	----	----	----
			Sampling date / time	06-Jul-2023 00:00	----	----	----	----
Compound	CAS Number	LOR	Unit	ES2322626-010	--------	--------	--------	--------
				Result	----	----	----	----
EG020T: Total Metals by ICP-MS								
Arsenic	7440-38-2	0.001	mg/L	<0.001	----	----	----	----
Cadmium	7440-43-9	0.0001	mg/L	<0.0001	----	----	----	----
Chromium	7440-47-3	0.001	mg/L	<0.001	----	----	----	----
Copper	7440-50-8	0.001	mg/L	<0.001	----	----	----	----
Nickel	7440-02-0	0.001	mg/L	<0.001	----	----	----	----
Lead	7439-92-1	0.001	mg/L	<0.001	----	----	----	----
Zinc	7440-66-6	0.005	mg/L	<0.005	----	----	----	----
EG035T: Total Recoverable Mercury by FIMS								
Mercury	7439-97-6	0.0001	mg/L	<0.0001	----	----	----	----

Surrogate Control Limits

Sub-Matrix: SOIL		Recovery Limits (%)	
Compound	CAS Number	Low	High
EP068S: Organochlorine Pesticide Surrogate			
Dibromo-DDE	21655-73-2	49	147
EP068T: Organophosphorus Pesticide Surrogate			
DEF	78-48-8	35	143

Chain of Custody

DM McMahon Pty Ltd
6 Jones Street
PO Box 6118, Wagga Wagga NSW 2650
Ph: (02) 69 310 510

Turnaround Requirements: ☑ Standard TAT ☐ Non Standard or Urgent TAT (List Due Date):

Relinquished by:	D. McMahon
Date:	6/07/2023
Signature:	DM
Received by:	Zac-C
Date:	7/7/23 10:50
Signature:	Zac
Relinquished by:	
Date:	
Signature:	
Received by:	
Date:	
Signature:	

Analysing Laboratory:	ALS Environmental - Sydney
Project:	310 Moama Street Hay
Order No.:	9404
Project Manager:	David McMahon
Contact Ph:	(02) 69 310 510
Sampling Officer:	D. McMahon
Report Format:	Default
Email Reports to:	admin@dmmcmahon.com.au
Email Invoice to:	admin@dmmcmahon.com.au

For Laboratory Use Only (Circle)

Custody Seal Intact?	Yes	No	N/A
Free ice/ Frozen ice bricks present upon sample	Yes	No	N/A
Random sample temp on receipt:			°C
Other comments:			

QUOTE NO.:

Lab Comments:

COC SEQUENCE NUMBER

COC: 1 2 3 4 5 6 7 8
OF: 1 2 3 4 5 6 7 8

LAB USE	SAMPLE DETAILS			CONTAINER INFORMATION		ANALYSIS REQUIRED including suites (where metals are required, specify Total or Dissolved)										Additional Information
LAB ID	SAMPLE ID	DATE/TIME	MATRIX (ref below)	TYPE & PRESERVATIVE (see codes below)	TOTAL CONTAINERS	S-2 (metals)	S-12 (OCP/OPP)	W-2 (metals)								Comments on likely contaminant levels, dilutions, or samples requiring specific QC analysis etc.
1	1 to 8	6/07/2023	S	Jar	8	✓	✓									
2	Duplicate	6/07/2023	S	Jar	1	✓										
3	Rinsate	6/07/2023	W	NP	1			✓								
				TOTAL	10											

Environmental Division
Sydney
Work Order Reference
ES2322626

Telephone : +61-2-8784 8555

Matrix	Container Codes:
W- Water; S - Soil; Sed - Sediment; Sl - Sludge; A - Air; D - Dust.	P = Unpreserved Plastic; N = Nitric Preserved Plastic; ORC = Nitric Preserved ORC; SH = Sodium Hydroxide/Cd Preserved; S = Sodium Hydroxide Preserved Plastic; AG = Amber Glass Unpreserved; AP = Airfreight Unpreserved Plastic; V = VOA Vial HCl Preserved; VB = VOA Vial Sodium Bisulphate Preserved; VS = VOA Vial Sulfuric Preserved; AV = Airfreight Unpreserved Vial SG = Sulfuric Preserved Amber Glass; H = HCl preserved Plastic; HS = HCl preserved Speciation bottle; SP = Sulfuric Preserved Plastic; F = Formaldehyde Preserved Glass; Z = Zinc Acetate Preserved Bottle; E = EDTA Preserved Bottles; ST = Sterile Bottle; ASS = Plastic Bag for Acid Sulphate Soils; B = Unpreserved Bag.

HAY SHIRE COUNCIL

This is page number 186 of the Business Paper presented to the Ordinary Meeting of the Council 16th December 2025

SAMPLE RECEIPT NOTIFICATION (SRN)

Work Order : **ES2322626**

Client	: **DM MCMAHON PTY LTD**	Laboratory	: Environmental Division Sydney
Contact	: MR DAVID MCMAHON	Contact	: Customer Services ES
Address	: 6 JONES ST Wagga Wagga NSW, AUSTRALIA 2650	Address	: 277-289 Woodpark Road Smithfield NSW Australia 2164
E-mail	: david@dmmcmahon.com.au	E-mail	: ALSEnviro.Sydney@ALSGlobal.com
Telephone	: 02 6931 0510	Telephone	: +61-2-8784 8555
Facsimile	: 02 6931 0511	Facsimile	: +61-2-8784 8500
Project	: 310 Moama Street Hay	Page	: 1 of 3
Order number	: 9404	Quote number	: EB2017DMMCMA0001 (EN/222)
C-O-C number	: ----	QC Level	: NEPM 2013 B3 & ALS QC Standard
Site	: ----		
Sampler	: D. McMahon		

Dates

Date Samples Received	: 07-Jul-2023 10:50	Issue Date	: 07-Jul-2023
Client Requested Due Date	: 13-Jul-2023	Scheduled Reporting Date	: **13-Jul-2023**

Delivery Details

Mode of Delivery	: Carrier	Security Seal	: Not Available
No. of coolers/boxes	: 1	Temperature	: 12.1'C - Ice Bricks present
Receipt Detail	: Hard Esky	No. of samples received / analysed	: 10 / 10

General Comments

- This report contains the following information:
  - Sample Container(s)/Preservation Non-Compliances
  - Summary of Sample(s) and Requested Analysis
  - Proactive Holding Time Report
  - Requested Deliverables
- **Please refer to the Proactive Holding Time Report table below which summarises breaches of recommended holding times that have occurred prior to samples/instructions being received at the laboratory. The laboratory will process these samples unless instructions are received from you indicating you do not wish to proceed. The absence of this summary table indicates that all samples have been received within the recommended holding times for the analysis requested.**
- Please direct any queries you have regarding this work order to the above ALS laboratory contact.
- Analytical work for this work order will be conducted at ALS Sydney.
- Sample Disposal - Aqueous (3 weeks), Solid (2 months ± 1 week) from receipt of samples.
- Please be aware that APHA/NEPM recommends water and soil samples be chilled to less than or equal to 6°C for chemical analysis, and less than or equal to 10°C but unfrozen for Microbiological analysis. Where samples are received above this temperature, it should be taken into consideration when interpreting results. Refer to ALS EnviroMail 85 for ALS recommendations of the best practice for chilling samples after sampling and for maintaining a cool temperature during transit.

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Sample Container(s)/Preservation Non-Compliances

All comparisons are made against pretreatment/preservation AS, APHA, USEPA standards.

- **No sample container / preservation non-compliance exists.**

Summary of Sample(s) and Requested Analysis

Some items described below may be part of a laboratory process necessary for the execution of client requested tasks. Packages may contain additional analyses, such as the determination of moisture content and preparation tasks, that are included in the package.
If no sampling time is provided, the sampling time will default 00:00 on the date of sampling. If no sampling date is provided, the sampling date will be assumed by the laboratory and displayed in brackets without a time component

Matrix: **SOIL**

Laboratory sample ID	Sampling date / time	Sample ID	SOIL - EA055-103 Moisture Content	SOIL - S-02 8 Metals (incl. Digestion)	SOIL - S-12 OC/OP Pesticides
ES2322626-001	06-Jul-2023 00:00	1	✓	✓	✓
ES2322626-002	06-Jul-2023 00:00	2	✓	✓	✓
ES2322626-003	06-Jul-2023 00:00	3	✓	✓	✓
ES2322626-004	06-Jul-2023 00:00	4	✓	✓	✓
ES2322626-005	06-Jul-2023 00:00	5	✓	✓	✓
ES2322626-006	06-Jul-2023 00:00	6	✓	✓	✓
ES2322626-007	06-Jul-2023 00:00	7	✓	✓	✓
ES2322626-008	06-Jul-2023 00:00	8	✓	✓	✓
ES2322626-009	06-Jul-2023 00:00	Duplicate	✓	✓	

Matrix: **WATER**

Laboratory sample ID	Sampling date / time	Sample ID	WATER - W-02T 8 metals (Total)
ES2322626-010	06-Jul-2023 00:00	Rinsate	✓

Proactive Holding Time Report

Sample(s) have been received within the recommended holding times for the requested analysis.

Requested Deliverables

ADMIN

- *AU Certificate of Analysis - NATA (COA)	Email	admin@dmmcmahon.com.au
- *AU Interpretive QC Report - DEFAULT (Anon QCI Rep) (QCI)	Email	admin@dmmcmahon.com.au
- *AU QC Report - DEFAULT (Anon QC Rep) - NATA (QC)	Email	admin@dmmcmahon.com.au
- A4 - AU Sample Receipt Notification - Environmental HT (SRN)	Email	admin@dmmcmahon.com.au
- A4 - AU Tax Invoice (INV)	Email	admin@dmmcmahon.com.au
- Chain of Custody (CoC) (COC)	Email	admin@dmmcmahon.com.au
- EDI Format - XTab (XTAB)	Email	admin@dmmcmahon.com.au

DAVID MCMAHON

- *AU Certificate of Analysis - NATA (COA)	Email	david@dmmcmahon.com.au
- *AU Interpretive QC Report - DEFAULT (Anon QCI Rep) (QCI)	Email	david@dmmcmahon.com.au
- *AU QC Report - DEFAULT (Anon QC Rep) - NATA (QC)	Email	david@dmmcmahon.com.au
- A4 - AU Sample Receipt Notification - Environmental HT (SRN)	Email	david@dmmcmahon.com.au
- A4 - AU Tax Invoice (INV)	Email	david@dmmcmahon.com.au
- Chain of Custody (CoC) (COC)	Email	david@dmmcmahon.com.au
- EDI Format - XTab (XTAB)	Email	david@dmmcmahon.com.au

QA/QC Compliance Assessment to assist with Quality Review

Work Order	: **ES2322626**	Page	: 1 of 5
Client	: **DM MCMAHON PTY LTD**	Laboratory	: Environmental Division Sydney
Contact	: MR DAVID MCMAHON	Telephone	: +61-2-8784 8555
Project	: 310 Moama Street Hay	Date Samples Received	: 07-Jul-2023
Site	: ----	Issue Date	: 13-Jul-2023
Sampler	: D. McMahon	No. of samples received	: 10
Order number	: 9404	No. of samples analysed	: 10

This report is automatically generated by the ALS LIMS through interpretation of the ALS Quality Control Report and several Quality Assurance parameters measured by ALS. This automated reporting highlights any non-conformances, facilitates faster and more accurate data validation and is designed to assist internal expert and external Auditor review. Many components of this report contribute to the overall DQO assessment and reporting for guideline compliance.

Brief method summaries and references are also provided to assist in traceability.

Summary of Outliers

Outliers : Quality Control Samples

This report highlights outliers flagged in the Quality Control (QC) Report.

- **NO Method Blank value outliers occur.**
- **NO Duplicate outliers occur.**
- **NO Laboratory Control outliers occur.**
- **NO Matrix Spike outliers occur.**
- **For all regular sample matrices, NO surrogate recovery outliers occur.**

Outliers : Analysis Holding Time Compliance

- **NO Analysis Holding Time Outliers exist.**

Outliers : Frequency of Quality Control Samples

- **NO Quality Control Sample Frequency Outliers exist.**

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Analysis Holding Time Compliance

If samples are identified below as having been analysed or extracted outside of recommended holding times, this should be taken into consideration when interpreting results.

This report summarizes extraction / preparation and analysis times and compares each with ALS recommended holding times (referencing USEPA SW 846, APHA, AS and NEPM) based on the sample container provided. Dates reported represent first date of extraction or analysis and preclude subsequent dilutions and reruns. A listing of breaches (if any) is provided herein.

Holding time for leachate methods (e.g. TCLP) vary according to the analytes reported. Assessment compares the leach date with the shortest analyte holding time for the equivalent soil method. These are: organics 14 days, mercury 28 days & other metals 180 days. A recorded breach does not guarantee a breach for all non-volatile parameters.

Holding times for ***VOC in soils*** vary according to analytes of interest. Vinyl Chloride and Styrene holding time is 7 days; others 14 days. A recorded breach does not guarantee a breach for all VOC analytes and should be verified in case the reported breach is a false positive or Vinyl Chloride and Styrene are not key analytes of interest/concern.

Matrix: **SOIL**

Evaluation: × = Holding time breach ; ✓ = Within holding time.

Method / Container / Client Sample ID(s)	Sample Date	Extraction / Preparation			Analysis		
		Date extracted	Due for extraction	Evaluation	Date analysed	Due for analysis	Evaluation
EA055: Moisture Content (Dried @ 105-110°C)							
Soil Glass Jar - Unpreserved (EA055)							
1, 2, 3, 4, 5, 6, 7, 8, Duplicate	**06-Jul-2023**	**----**	----	----	**11-Jul-2023**	20-Jul-2023	✓
EG005(ED093)T: Total Metals by ICP-AES							
Soil Glass Jar - Unpreserved (EG005T)							
1, 2, 3, 4, 5, 6, 7, 8, Duplicate	**06-Jul-2023**	**12-Jul-2023**	02-Jan-2024	✓	**12-Jul-2023**	02-Jan-2024	✓
EG035T: Total Recoverable Mercury by FIMS							
Soil Glass Jar - Unpreserved (EG035T)							
1, 2, 3, 4, 5, 6, 7, 8, Duplicate	**06-Jul-2023**	**12-Jul-2023**	03-Aug-2023	✓	**13-Jul-2023**	03-Aug-2023	✓
EP068A: Organochlorine Pesticides (OC)							
Soil Glass Jar - Unpreserved (EP068)							
1, 2, 3, 4, 5, 6, 7, 8	**06-Jul-2023**	**10-Jul-2023**	20-Jul-2023	✓	**11-Jul-2023**	19-Aug-2023	✓

Matrix: **SOIL**

Evaluation: × = Holding time breach ; ✓ = Within holding time.

Method / Container / Client Sample ID(s)	Sample Date	Extraction / Preparation			Analysis		
		Date extracted	Due for extraction	Evaluation	Date analysed	Due for analysis	Evaluation
EP068B: Organophosphorus Pesticides (OP)							
Soil Glass Jar - Unpreserved (EP068)							
1, 2, 3, 4, 5, 6, 7, 8	**06-Jul-2023**	**10-Jul-2023**	20-Jul-2023	✓	**11-Jul-2023**	19-Aug-2023	✓

Matrix: **WATER**

Evaluation: × = Holding time breach ; ✓ = Within holding time.

Method / Container / Client Sample ID(s)	Sample Date	Extraction / Preparation			Analysis		
		Date extracted	Due for extraction	Evaluation	Date analysed	Due for analysis	Evaluation
EG020T: Total Metals by ICP-MS							
Clear Plastic Bottle - Nitric Acid; Unfiltered (EG020A-T)							
Rinsate	**06-Jul-2023**	**10-Jul-2023**	02-Jan-2024	✓	**10-Jul-2023**	02-Jan-2024	✓
EG035T: Total Recoverable Mercury by FIMS							
Clear Plastic Bottle - Nitric Acid; Unfiltered (EG035T)							
Rinsate	**06-Jul-2023**	**----**	----	----	**11-Jul-2023**	03-Aug-2023	✓

Quality Control Parameter Frequency Compliance

The following report summarises the frequency of laboratory QC samples analysed within the analytical lot(s) in which the submitted sample(s) was(were) processed. Actual rate should be greater than or equal to the expected rate. A listing of breaches is provided in the Summary of Outliers.

Matrix: **SOIL**

Evaluation: × = Quality Control frequency not within specification ; ✓ = Quality Control frequency within specification.

Quality Control Sample Type		Count		Rate (%)			Quality Control Specification
Analytical Methods	*Method*	*QC*	*Regular*	***Actual***	***Expected***	*Evaluation*	
Laboratory Duplicates (DUP)							
Moisture Content	EA055	2	20	**10.00**	**10.00**	✓	NEPM 2013 B3 & ALS QC Standard
Pesticides by GCMS	EP068	1	8	**12.50**	**10.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Mercury by FIMS	EG035T	2	19	**10.53**	**10.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-AES	EG005T	2	20	**10.00**	**10.00**	✓	NEPM 2013 B3 & ALS QC Standard
Laboratory Control Samples (LCS)							
Pesticides by GCMS	EP068	1	8	**12.50**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Mercury by FIMS	EG035T	1	19	**5.26**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-AES	EG005T	1	20	**5.00**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Method Blanks (MB)							
Pesticides by GCMS	EP068	1	8	**12.50**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Mercury by FIMS	EG035T	1	19	**5.26**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-AES	EG005T	1	20	**5.00**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Matrix Spikes (MS)							
Pesticides by GCMS	EP068	1	8	**12.50**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Mercury by FIMS	EG035T	1	19	**5.26**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-AES	EG005T	1	20	**5.00**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard

Matrix: **WATER**

Evaluation: × = Quality Control frequency not within specification ; ✓ = Quality Control frequency within specification.

Quality Control Sample Type		Count		Rate (%)			Quality Control Specification
Analytical Methods	*Method*	*QC*	*Regular*	***Actual***	***Expected***	*Evaluation*	
Laboratory Duplicates (DUP)							
Total Mercury by FIMS	EG035T	2	20	**10.00**	**10.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-MS - Suite A	EG020A-T	2	18	**11.11**	**10.00**	✓	NEPM 2013 B3 & ALS QC Standard
Laboratory Control Samples (LCS)							
Total Mercury by FIMS	EG035T	1	20	**5.00**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-MS - Suite A	EG020A-T	1	18	**5.56**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Method Blanks (MB)							
Total Mercury by FIMS	EG035T	1	20	**5.00**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-MS - Suite A	EG020A-T	1	18	**5.56**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Matrix Spikes (MS)							
Total Mercury by FIMS	EG035T	1	20	**5.00**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-MS - Suite A	EG020A-T	1	18	**5.56**	**5.00**	✓	NEPM 2013 B3 & ALS QC Standard

Brief Method Summaries

The analytical procedures used by the Environmental Division have been developed from established internationally recognized procedures such as those published by the US EPA, APHA, AS and NEPM. In house developed procedures are employed in the absence of documented standards or by client request. The following report provides brief descriptions of the analytical procedures employed for results reported in the Certificate of Analysis. Sources from which ALS methods have been developed are provided within the Method Descriptions.

Analytical Methods	Method	Matrix	Method Descriptions
Moisture Content	EA055	SOIL	In house: A gravimetric procedure based on weight loss over a 12 hour drying period at 105-110 degrees C. This method is compliant with NEPM Schedule B(3).
Total Metals by ICP-AES	EG005T	SOIL	In house: Referenced to APHA 3120; USEPA SW 846 - 6010. Metals are determined following an appropriate acid digestion of the soil. The ICPAES technique ionises samples in a plasma, emitting a characteristic spectrum based on metals present. Intensities at selected wavelengths are compared against those of matrix matched standards. This method is compliant with NEPM Schedule B(3)
Total Mercury by FIMS	EG035T	SOIL	In house: Referenced to APHA 3112 Hg - B (Flow-injection (SnCl2) (Cold Vapour generation) AAS) FIM-AAS is an automated flameless atomic absorption technique. Mercury in solids are determined following an appropriate acid digestion. Ionic mercury is reduced online to atomic mercury vapour by SnCl2 which is then purged into a heated quartz cell. Quantification is by comparing absorbance against a calibration curve. This method is compliant with NEPM Schedule B(3)
Pesticides by GCMS	EP068	SOIL	In house: Referenced to USEPA SW 846 - 8270 Extracts are analysed by Capillary GC/MS and quantification is by comparison against an established 5 point calibration curve. This technique is compliant with NEPM Schedule B(3).
Total Metals by ICP-MS - Suite A	EG020A-T	WATER	In house: Referenced to APHA 3125; USEPA SW846 - 6020, ALS QWI-EN/EG020. The ICPMS technique utilizes a highly efficient argon plasma to ionize selected elements. Ions are then passed into a high vacuum mass spectrometer, which separates the analytes based on their distinct mass to charge ratios prior to their measurement by a discrete dynode ion detector.
Total Mercury by FIMS	EG035T	WATER	In house: Referenced to APHA 3112 Hg - B (Flow-injection (SnCl2)(Cold Vapour generation) AAS) FIM-AAS is an automated flameless atomic absorption technique. A bromate/bromide reagent is used to oxidise any organic mercury compounds in the unfiltered sample. The ionic mercury is reduced online to atomic mercury vapour by SnCl2 which is then purged into a heated quartz cell. Quantification is by comparing absorbance against a calibration curve. This method is compliant with NEPM Schedule B(3).

Preparation Methods	Method	Matrix	Method Descriptions
Hot Block Digest for metals in soils sediments and sludges	EN69	SOIL	In house: Referenced to USEPA 200.2. Hot Block Acid Digestion 1.0g of sample is heated with Nitric and Hydrochloric acids, then cooled. Peroxide is added and samples heated and cooled again before being filtered and bulked to volume for analysis. Digest is appropriate for determination of selected metals in sludge, sediments, and soils. This method is compliant with NEPM Schedule B(3).
Tumbler Extraction of Solids	ORG17	SOIL	In house: Mechanical agitation (tumbler). 10g of sample, Na2SO4 and surrogate are extracted with 30mL 1:1 DCM/Acetone by end over end tumble. The solvent is decanted, dehydrated and concentrated (by KD) to the desired volume for analysis.
Digestion for Total Recoverable Metals	EN25	WATER	In house: Referenced to USEPA SW846-3005. Method 3005 is a Nitric/Hydrochloric acid digestion procedure used to prepare surface and ground water samples for analysis by ICPAES or ICPMS. This method is compliant with NEPM Schedule B(3)

TfA Ref: 19297

20 December 2024

Stormwater & Oily Water Management Statement

Proposed 24 hour Unmanned Truck Refuelling Facility at 310 Moama Street, Hay South NSW 2711

This Stormwater & Oily Water Management statement has been prepared with respect to the proposed unmanned truck refuelling facility located at the abovementioned location formally described as Lot 2 DP1212081 and aims to summarise the proposed stormwater and oily water management strategy.

All areas of the facility where transfer of hydrocarbons occur (unloading/loading) and/or potential spills may occur will be managed as follows:

- Dispensing of fuel for the trucks will occur in concrete bunded areas. Stormwater runoff and any spillage that may occur during the dispensing of fuel will be captured by grated gully pits located at the centre of the bunded areas and directed to an Enviro OE30 full retention oily water separator via underground pipe network for hydrocarbon removal. This unit is compliant with the requirements of EN-858-1 “Class 1” oil/water separators. Treated water from the Enviro OE30 unit will be then discharged to the site’s stormwater network.
- The Enviro OE30 device is a fully integrated in-line device capable of removing pollutants including oils from run-off. The device does not require any power, utilising the energy of the water flow to separate and contain pollutants for periodical removal by evacuation equipment. The internal surface can be inspected and washed as required, whilst screens can be removed and cleaned if and as required.
- The device has a design service life of 100 years for fixed parts and 25 years for replacement parts. The Enviro OE30 unit claims a performance which can reach reductions of 95% for Gross Pollutants (GP), a 90% of Suspended Solids (TSS), a 97% of Total Phosphorous (TP), a 85% of total Nitrogen (TN), a 99.95% of total Hydrocarbons and 8,000 litres of Oil containment capacity. Hydrocarbon retention occurs in a separate chamber which operates as a best practice oil and grease arrestor.
- The OE30 will be fitted with an oil alert probe for oil spill detection and maintenance monitoring which includes an alarm panel for remote mounting. The alarm is triggered when hydrocarbon build-up accumulates, allowing the removal by a licensed contractor when required.
- Under normal operation, the Enviro OE30 unit will discharge treated stormwater with a total petroleum hydrocarbons (TPH) content below 5ppm (mg/L).

Stormwater surface runoff from the balance of the site will be directed into the existing network of channels within the verge of University Road (western boundary) and Sturt Highway (northern boundary). Runoff from the northern and eastern boundaries of the site will flow as sheet flow towards the western boundary, where it will be conveyed to the verge of University Road and collected by table drains. Treated water from the oily-water separator will also be discharged into the existing table drain within the verge of University Road.

A landscape buffer strip will be provided along the street frontage of University Road to aid with the removal of nutrients and suspended solids present in the stormwater runoff.

We believe that the proposed oily water and stormwater treatment systems will ensure the highest level of protection against fuel spills and incorporate water sensitive urban design measures to significantly improve the quality of the stormwater discharged from the site. To clarify the operation of the proposed system, refer to **Appendix A** for the proposed conceptual stormwater and oily water management plan and to **Appendix B** for the Enviro OE30 unit details.

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PERTH
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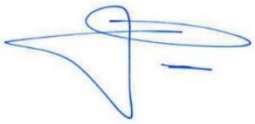
West Perth WA 6005
WA Phone: +61 8 9480 0430
ABN: 34 612 132 233

Should you require any clarification regarding the information provided please do not hesitate to contact the undersigned.

Kind regards,



Juan D. Avella
Director – Civil/ Structural Engineering
BEng MBA MIEAust CPEng NER
For and on behalf of TfA Project Group.

Appendices A- Conceptual Stormwater & Oily Water Management Plan
B- Enviro OE30 information

This is page number 196 of the Business Paper presented to the Ordinary Meeting of the Council 16th December 2025

APPENDIX A

Project Group

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West Perth WA 6005

WA Phone: +61 8 9480 0430
ABN: 34 612 132 233

HAY SHIRE COUNCIL

STURT HWY

EXISTING TABLE DRAIN

EXISTING TABLE DRAIN

EXISTING TABLE DRAIN

EXISTING TABLE DRAIN

N

ENTRY

HW

HW

EHW

EHW

EXISTING TABLE DRAIN

EXISTING TABLE DRAIN

EXIT

UNIVERSITY RD

31422

93788

88195

54320

48567

15000

PROPOSED ONSITE SEWAGE TREATMENT SYSTEM

LANDSCAPING

NOMINAL 215m² DISPERSAL AREA FOR TREATED WATER FROM ABLUTION BLOCK. AREA TO BE DESIGNED AND SYSTEM TO BE INSTALLED TO COMPLY WITH RELEVENT CODES AND PLANNING APPROVALS

ENTRY ONLY SIGNAGE

DOUBLE ABLUTION BLOCK

OWS

80/15kL DIES/ADBLUE

FUTURE ADDITIONAL FUELING LANE

PROPOSED ENVIRO AUSTRALIS OE30 "CLASS 1" SEPARATOR

EXIT ONLY SIGNAGE

EXISTING TABLE DRAIN

HW/EHW

LEGEND

- GENERAL DIRECTION OF SURFACE FALL
- PROPOSED STORMWATER CULVERT
- EXISTING STORMWATER CULVERT
- PROPOSED OILY WATER LINE
- PROPOSED STORMWATER LINE
- PROPOSED SWALE DRAIN
- EXISTING ROAD TABLE DRAIN
- PROPOSED/EXISTING HEADWALL

iOR

SCALE BAR

0 6 12 18 24 30m

1:600

DESCRIPTION

IOR UNMANNED DIESEL STOP

310 MOAMA STREET
HAY SOUTH NSW 2711 AUSTRALIA

DRAWING TITLE

PROPOSED SITE LAYOUT

STATUS

DA ISSUE

DRAWN	DATE CREATED	DRAWING NO.	REV
LD	19.12.2024	2023HA-002	D

A1 SCALE 1:250 | A3 SCALE 1:500 | SHEET

APPENDIX B

Project Group

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Website: www.tfa.com.au

PERTH
Level 3
1060 Hay Street
West Perth WA 6005

WA Phone: +61 8 9480 0430
ABN: 34 612 132 233

Enviro 'OE30' is a full retention oily water separator compliant with EN 858-1 and includes emergency spill protection to 8,000 litres

Flow rates based at 1% pipe gradient:-
Treated Flow.....22 L/sec
Gross Flow..... 123 L/sec

MASS:
(Based on "D" Class Covers)

Total mass for delivery based on minimum invert is 7.75 **tonnes**

Enviro OE30

General Notes

The Enviro 'OE30' is an Australia Designed and Manufactured Device for the removal of pollutants including oils from run-off water. The Enviro 'OE30' is normally installed in-line within new or existing drainage pipes and can be adapted to be installed in an open channel if required. The device does not require any power, utilising the energy in the water flow to separate and contain pollutants for periodical removal by evacuation equipment. Internal surface can be inspected and washed as required, whilst screens can be removed and also cleaned if and as required.

The Enviro 'OE30' are a unique oil/water Separator as well as a Stormwater Quality Improvement Devices (SQID's) which has undergone extensive performance stress testing by independent authorities. These tests indicate compliance with Environmental Protection Authority (EPA) Legislation and Guidelines which prohibit the discharge of pollutants into stormwater. The aim of the Enviro 'OE30' is to restore water quality to a safe and environmentally sustainable state, which pre-existed urbanisation. The application is aimed at any catchment, where an oil spill risk may exist.

Recommendations made in the Australian Run-Off Quality Guideline 2007 (ARQ) are adhered to. The 'OE' models also comply with EN-858-1, Class 1 oil/water separators.

Specifications: -

1. Design service life 100 years for fixed parts and 25 years for replacement parts
2. Hydraulic Resistance k factor = 0.425
3. Inlet to outlet differential = 25mm
4. Concrete chamber, risers and cover slabs are designed and manufactured in accordance with AS3600-2009 and under Quality Assurance 9001.
5. Covers are designed and tested in accordance with AS3996 – 2006 Access Covers and Grates
6. Internal components are manufactured from high grade, stainless steel to comply with International Corrosion Standards. There is no welding used. This complies with advice from both the American and Australian Institute of Engineers warning that welded stainless steel exposed to bacterial charged water can result in early corrosion and failure
7. 'OE30' performance testing verifies the following pollutant removal rates. The testing was performed across a range of concentrations and flow rates which replicated various run-off water conditions and confirmed: -
   7.1. gross pollutants, reduction exceeds 95%
   7.2. suspended solids, reduction exceeds.....90%
   7.3. total phosphorous, (TP) retention 97%
   7.4. total nitrogen, (TN) retention 85%
   7.5. total hydrocarbons.....99.95%
   7.6. Oil Containment.....8,000 litres
8. The lower storage chamber has the capacity to hold the annual load discharged from a catchment based on the ARQ Section 3.7 recommended allowance of 1m3/ha/ann.
9. An important feature of the Enviro 'OE30' is that all in flow is treated in accordance with EPA requirements that fuel-dispensing zones cannot discharge oil contaminants particularly as a result of emergency oil spills into environmental flows. Provision has been allowed for the installation of alarms and automatic evacuation systems.
10. Particle size capture is set to retain all particles greater than 500µ and to then retain a majority of particles to less than 100µ.
11. Hydrocarbon retention occurs in a separate chamber which operates as a best practice oil and grease arrestor
12. Re-suspension of hydrocarbons and all retained materials is prevented by including separate chambers for separation from flow and retention.

REV.	DESCRIPTION	DATE	APPROVED
0	Technical Specification Created	01-Sep-20	LC
REVISIONS			

For further assistance: -
Technical Support Ph: .....+61 8 8564 2347
Email: info@enviroaustralis.com.au

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UNLESS OTHERWISE SPECIFIED: DIMENSIONS ARE IN MILLIMETERS	
BENDING RADIUS	K - FACTOR
PREPARED BY	Logesh S
APPROVED BY	L Crasti
DATE	01-Sep-20

ENVIRO

TITLE: ENVIRO OE30 SPECIFICATIONS AND TECHNICAL DATA

MATERIAL: CONCRETE & S/STEEL

ASSEMBLY: SPECIFICATIONS

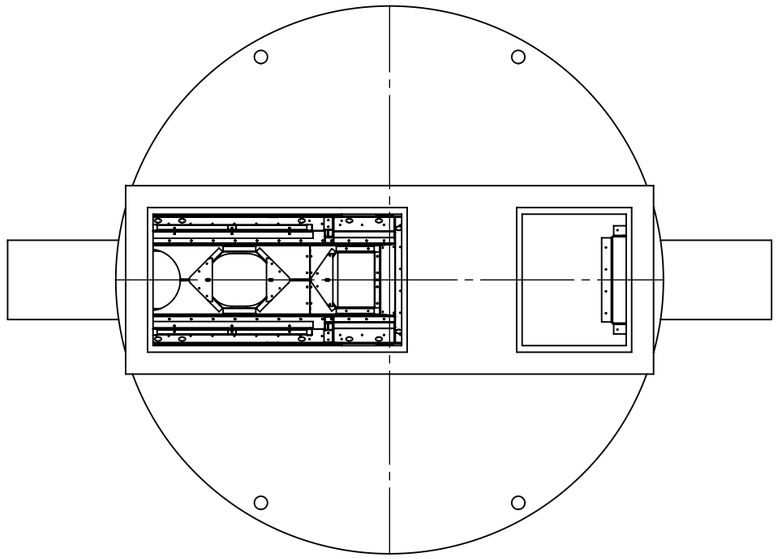
A3

REV: 0

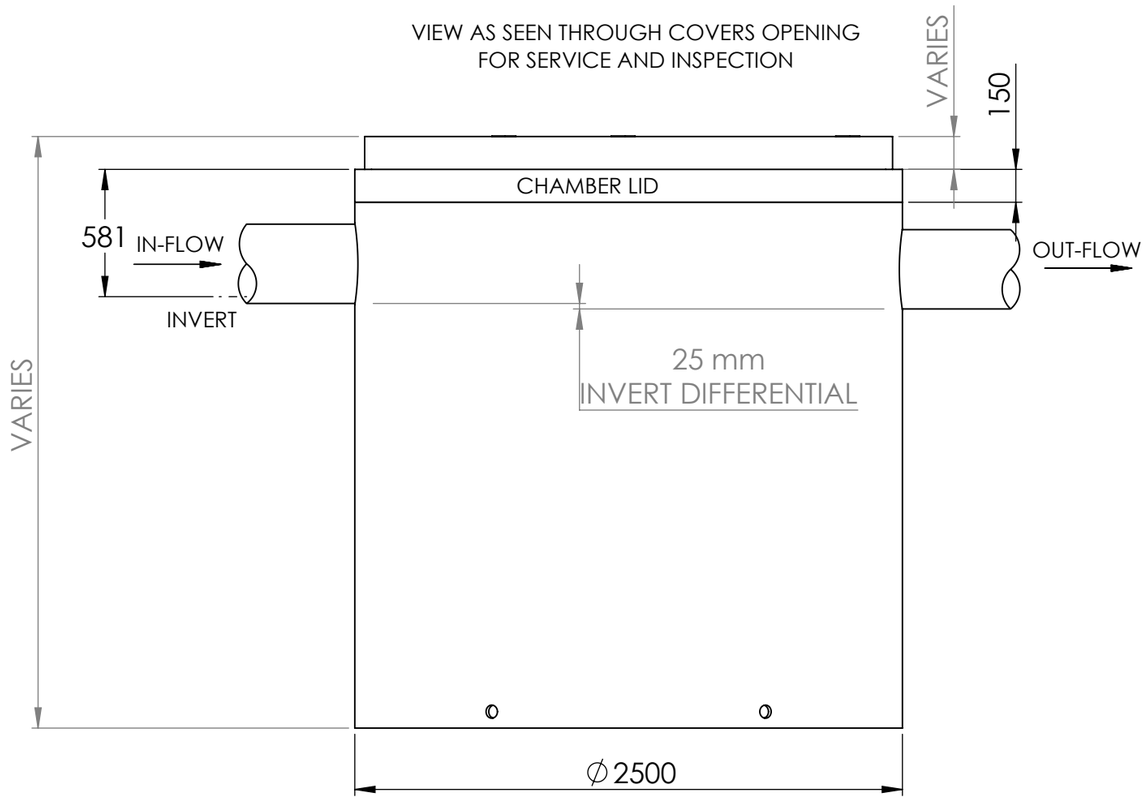
WEIGHT:

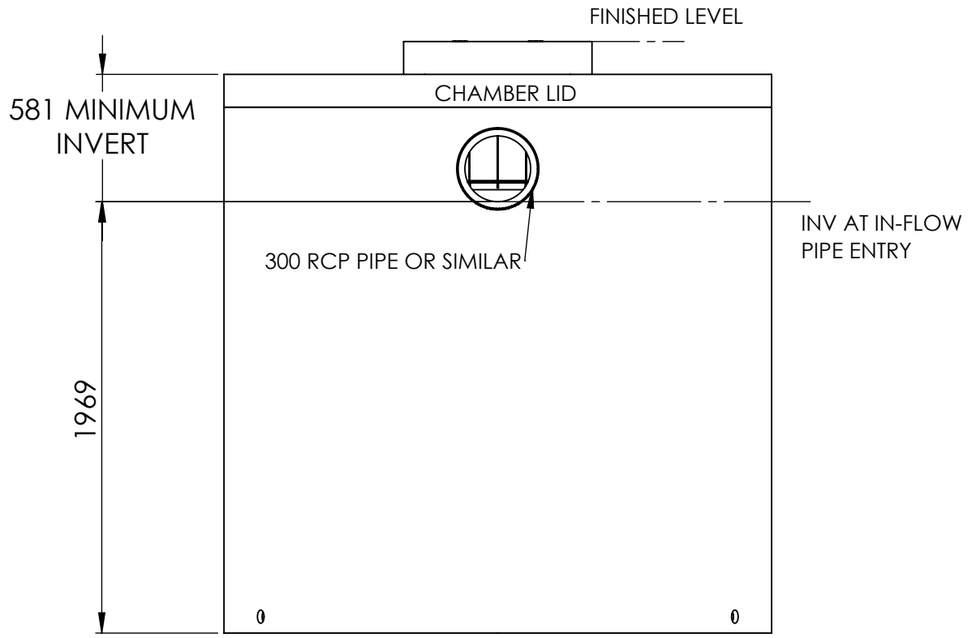
SCALE: NTS

SHEET 1 OF 5



VIEW AS SEEN THROUGH COVERS OPENING
FOR SERVICE AND INSPECTION





General Table		
CLASS	OVERALL HEIGHT	MIN. DEPTH TO INVERT
'D' CLASS	2700 mm	581 mm

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UNLESS OTHERWISE SPECIFIED:
DIMENSIONS ARE IN MILLIMETERS

BENDING RADIUS	K - FACTOR

PREPARED BY	Logesh S
APPROVED BY	L Crasti
DATE	01-Sep-20

ENVIRO

TITLE:
ENVIRO OE30
GENERAL ARRANGEMENT

MATERIAL:
CONCRETE & STEEL

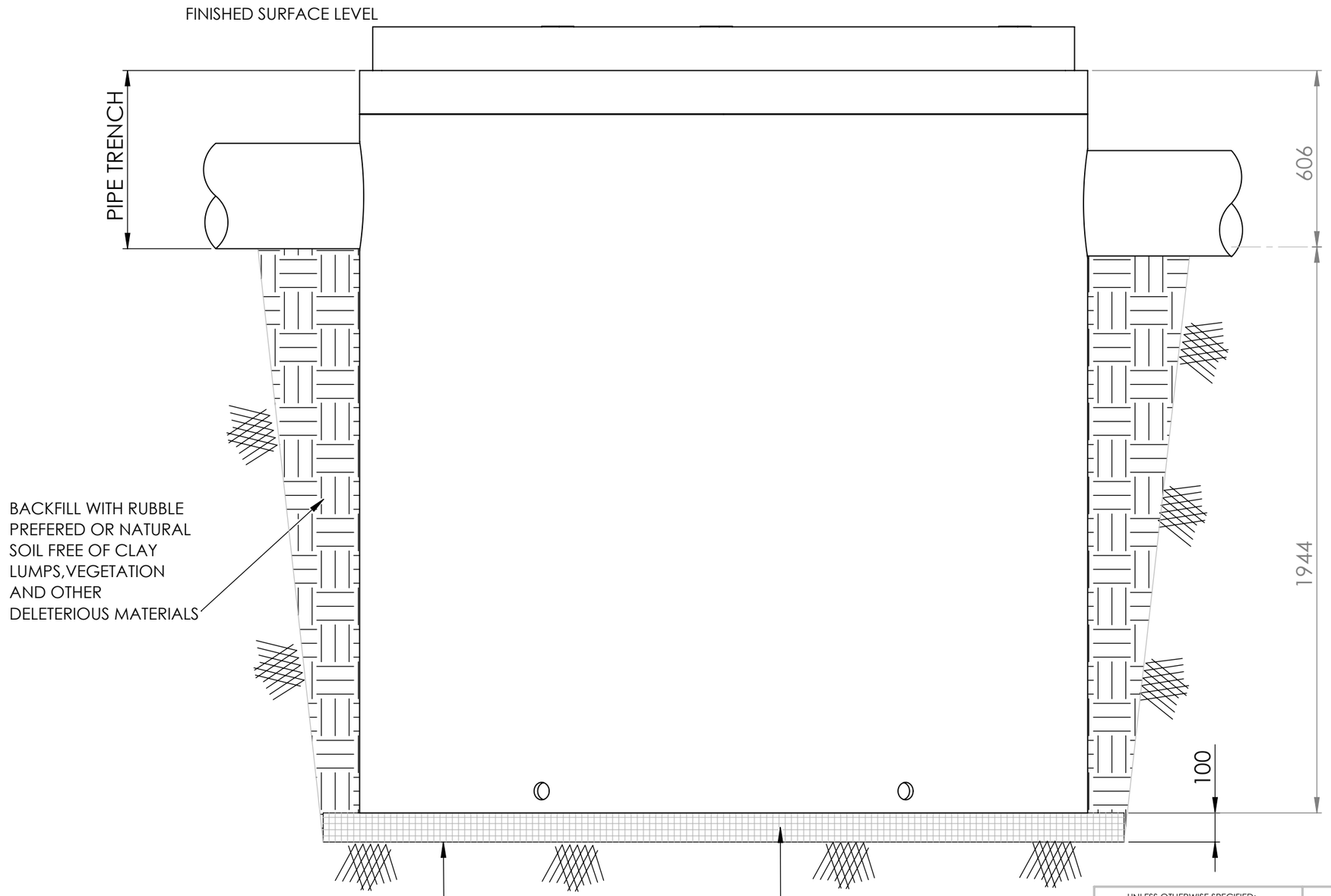
ASSEMBLY:
SPECIFICATIONS

A3

REV: 0

SCALE: NTS

SHEET 2 OF 5



Estimated Excavation Volume = 17 m^3
(Volume Below Pipe O.D)

UNLESS OTHERWISE SPECIFIED: DIMENSIONS ARE IN MILLIMETERS	
BENDING RADIUS	K - FACTOR
PREPARED BY	Logesh S
APPROVED BY	L Crasti
DATE	01-Sep-20

ENVIRO

TITLE:
ENVIRO OE30
SITE INSTALLATION

MATERIAL: CONCRETE & STEEL

ASSEMBLY: SPECIFICATIONS

A3

REV: 0

SCALE: NTS

SHEET 3 OF 5

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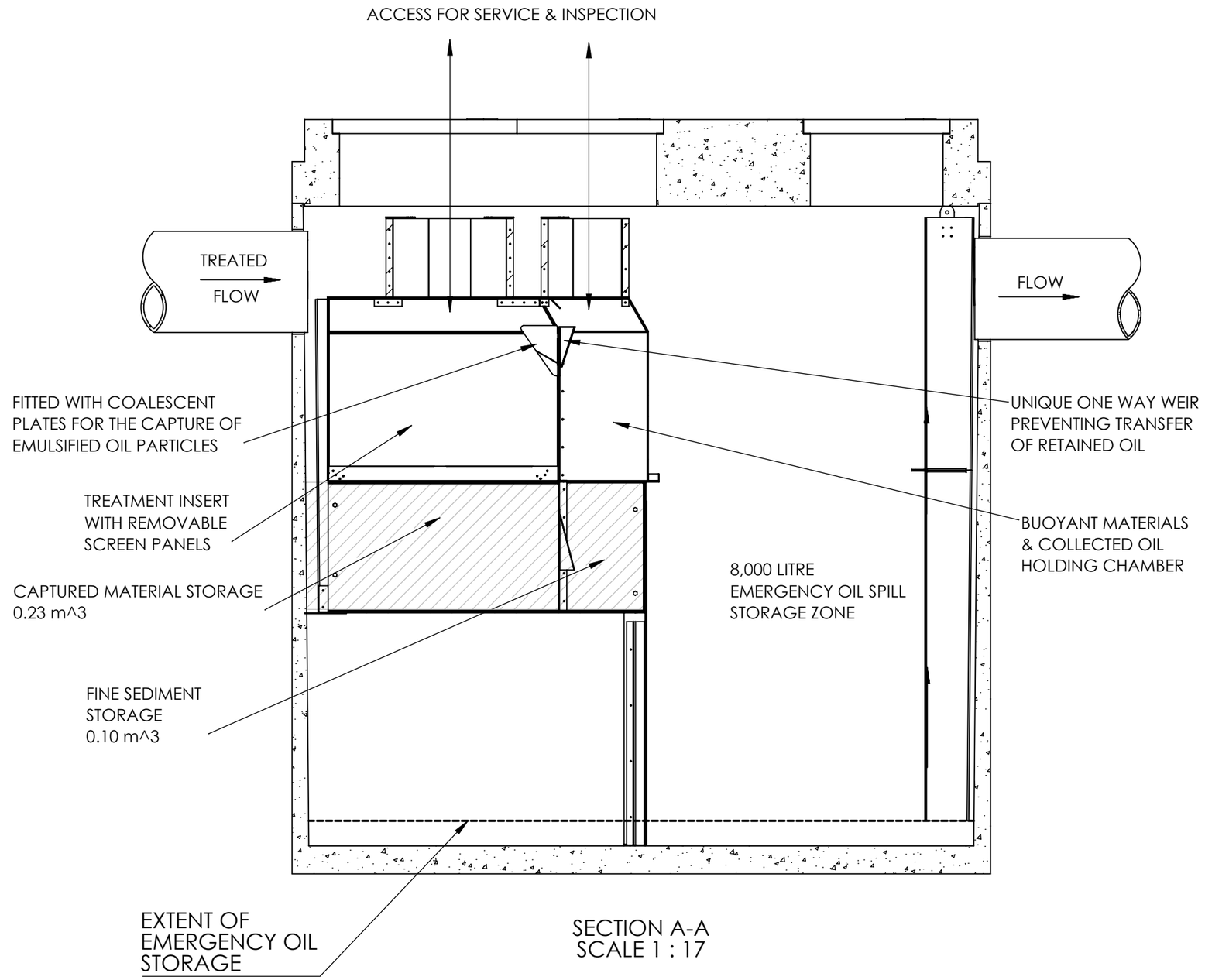
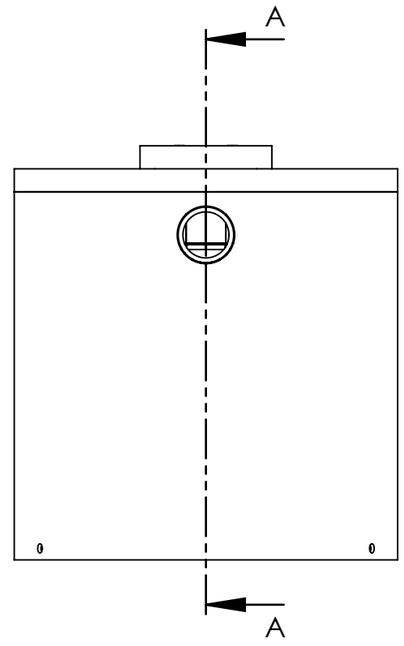


SECTION A-A
SCALE 1 : 17



UNLESS OTHERWISE SPECIFIED: DIMENSIONS ARE IN MILLIMETERS	
BENDING RADIUS	K - FACTOR
PREPARED BY	Logesh S
APPROVED BY	L Crasti
DATE	01-Sep-20

ENVIRO

TITLE:
ENVIRO OE30
GENERAL OPERATION

MATERIAL: CONCRETE & STEEL

ASSEMBLY: SPECIFICATIONS

A3

REV: 0

SCALE: NTS

SHEET 4 OF 5

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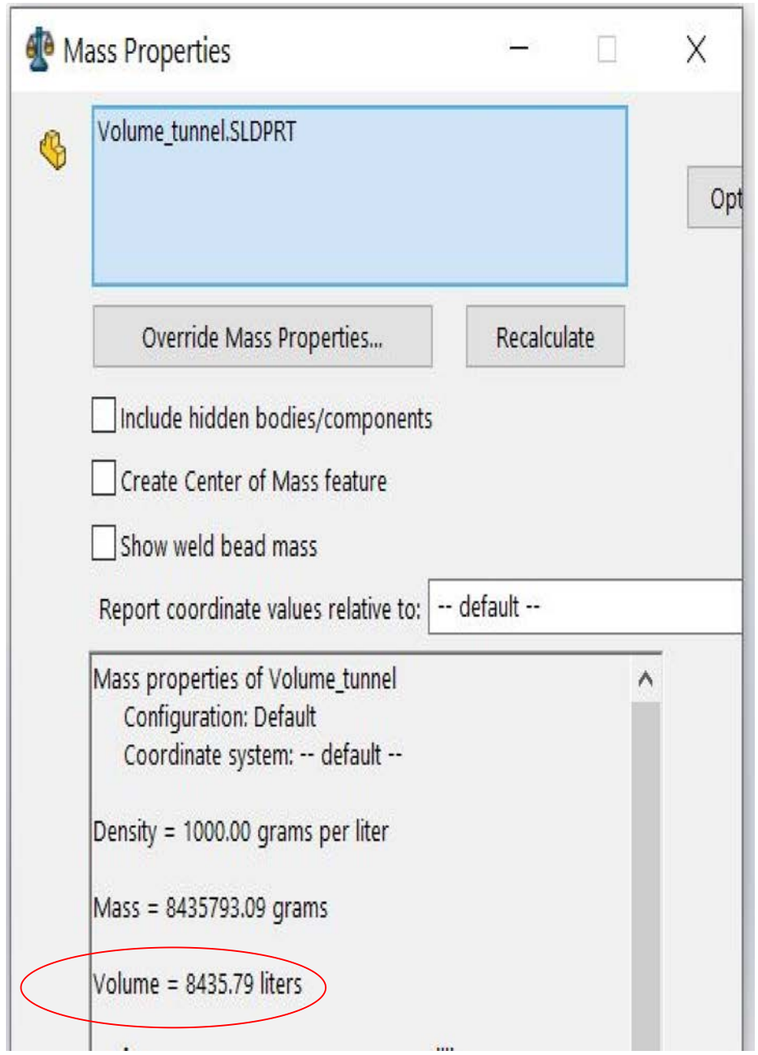

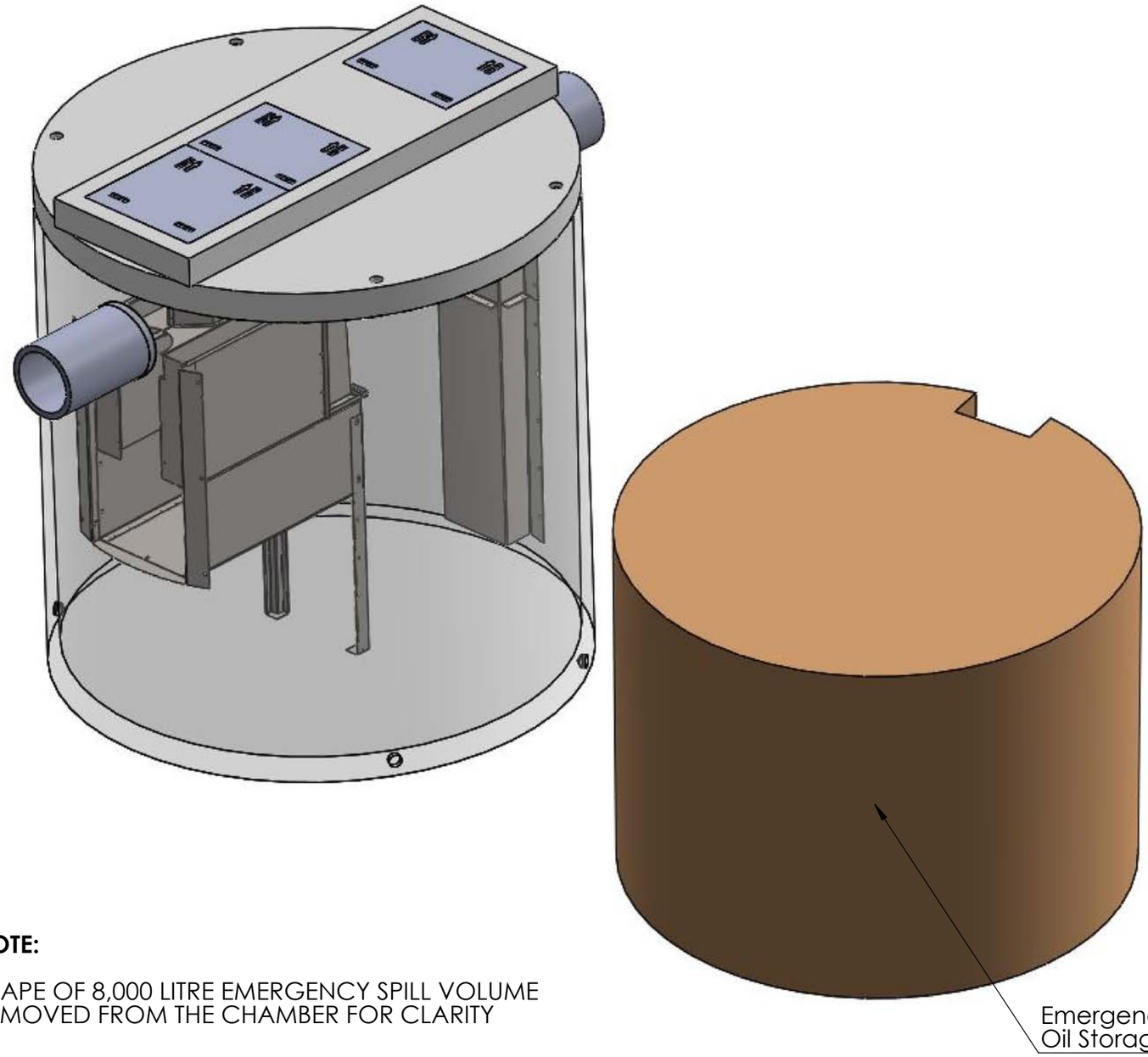

NOTE:

SHAPE OF 8,000 LITRE EMERGENCY SPILL VOLUME REMOVED FROM THE CHAMBER FOR CLARITY

UNLESS OTHERWISE SPECIFIED: DIMENSIONS ARE IN MILLIMETERS	
BENDING RADIUS	K - FACTOR
PREPARED BY	Logesh S
APPROVED BY	L Crasti
DATE	01-Sep-20
MATERIAL:	CONCRETE & STEEL

ENVIRO

TITLE:

ENVIRO OE30 STORAGE VOLUME

ASSEMBLY: SPECIFICATIONS

A3

REV: 0

SCALE: NTS

SHEET 5 OF 5

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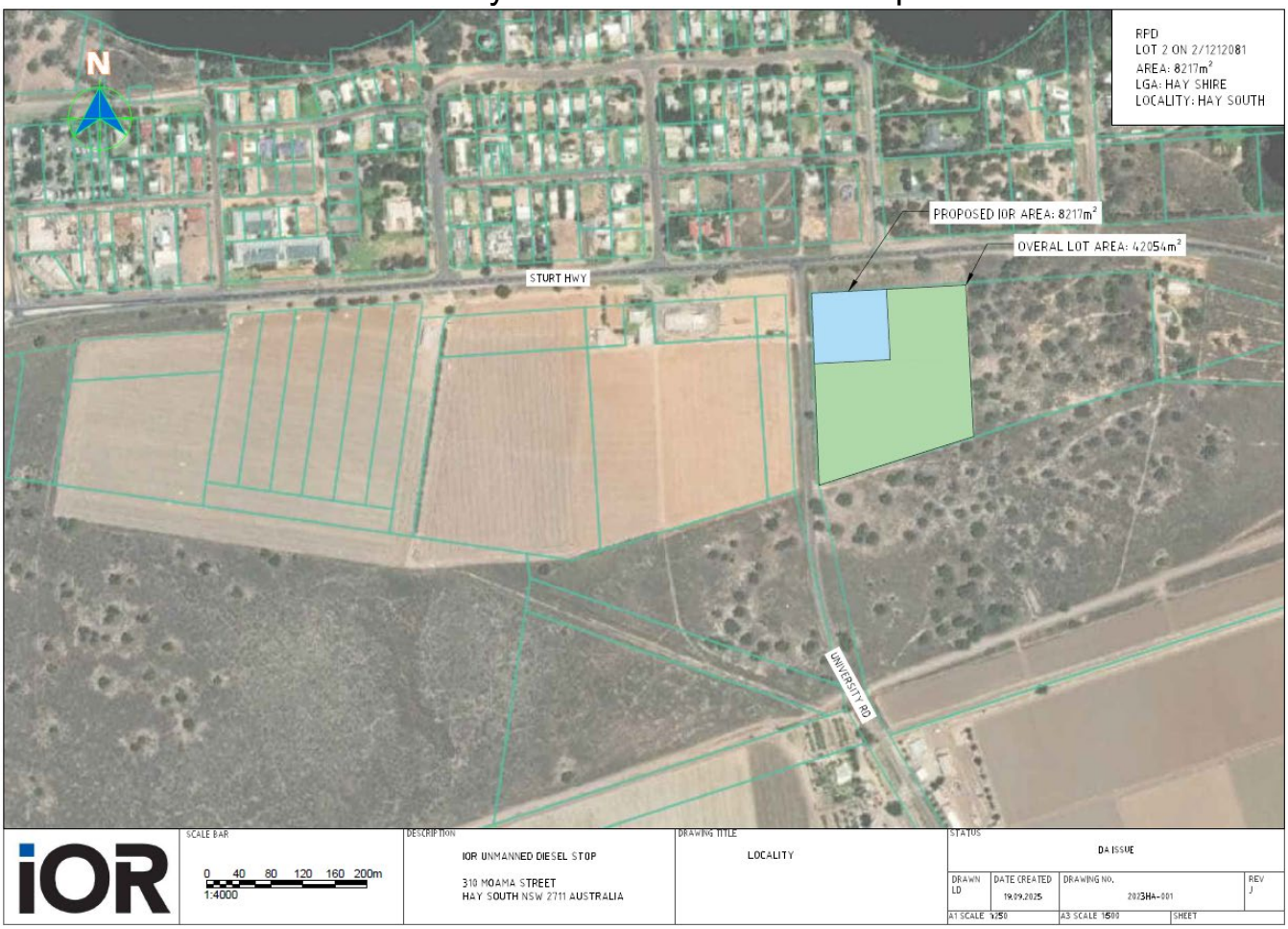
Light Harmony
Lighting Engineering & Design Consultants

Brisbane Office
Eatons Hill
Queensland
Australia 4037

Mobile: 0468 557 760
Email: admin@lightharmony.com.au

Spill Lighting Analysis

IOR Hay – Unmanned Diesel Stop



For

TFA Project Group
Damien Mackay – Senior Town Planner

Prepared by
Light Harmony
Lighting Engineering and Design Consultants
Ricky Coombs (MIES) - Principal

Friday, 19th September 2025

In response to your request received 19th of August 2025 regarding a spill lighting analysis for the IOR unmanned diesel stop - 310 Noama Street, Hay South, NSW 2711.

BACKGROUND

TFA to consider the proposed project development for any adverse spill light to neighbouring properties or local traffic road users.

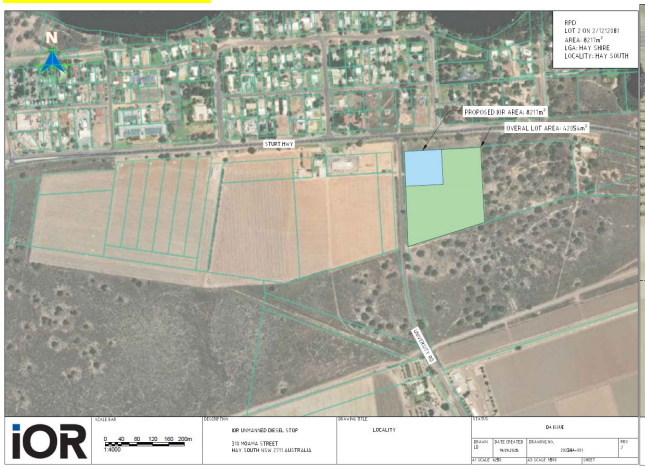
Our analysis will cover the requirements and understanding of **AS/NZS4282:2023** Control of the obtrusive effects of outdoor lighting, and best practice lighting to mitigate this,

WORKS BREIF

The document submitted for our analysis: Updated DA Drawings.pdf
Drawing Numbers:
2023HA-001 Rev J
2023HA-002 Rev J
2023HA-003 Rev J
2023HA-004 Rev J
2023HA-005 Rev J
2023HA-006 Rev J
2023HA-007 Rev J

Relevant information taken from the drawings noted above.

2023HA-001 Rev J



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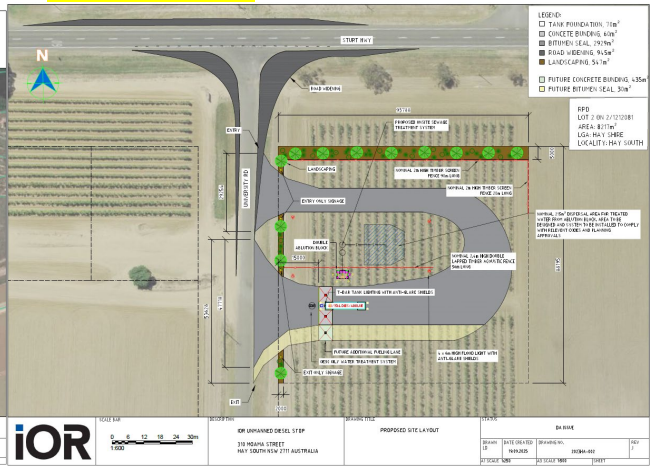

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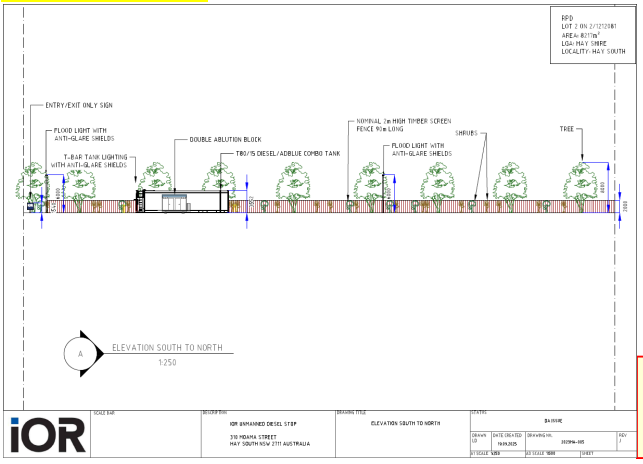
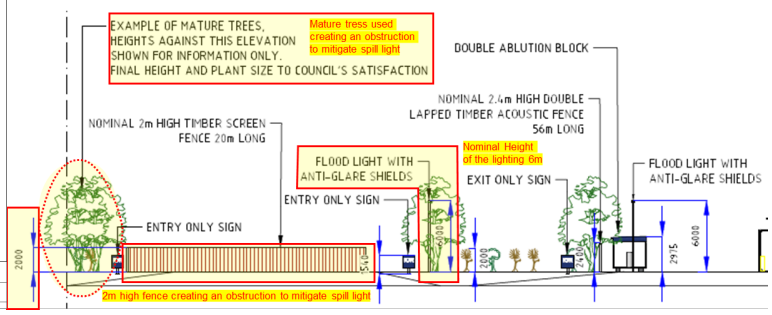




OBTRUSIVE LIGHT METRICS EXPLANATION

Design considerations of the project to mitigate spill lighting to the close proximity to residents and state local roadway.

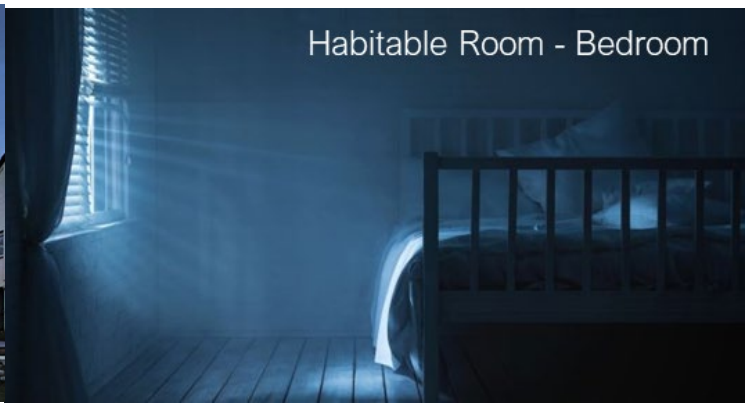
The following standard explored:
AS4282:2023 control of obtrusive effects of outdoor lighting

LEVEL OF COMPLIANCE

The local authority to determine the environmental zone for district brightness to be considered as indicated in AS/NZS4282:2023 tables 3.1 & 3.2.

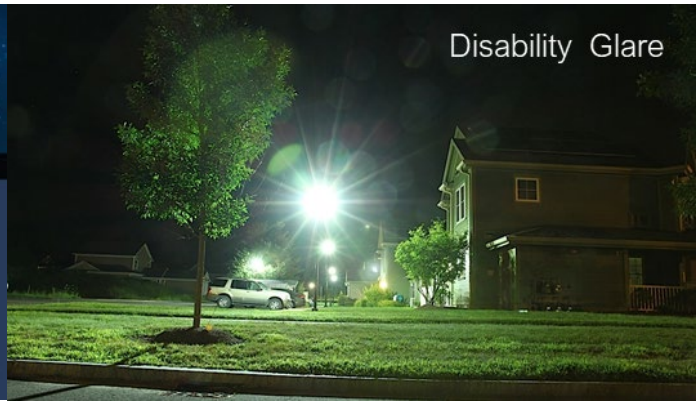
The purpose of this standard is to mitigate spill lighting into habitable dwellings, disability glare along with light pollution with upward waste light.

A habitable room is typically determined within a dwelling that is occupied by people for extended periods, especially at night, e.g. living room, bedroom and study but not bathrooms, kitchens or storage room.



Commercial work buildings are not considered as habitable rooms as they are not generally occupied at night.

The other metrics mentioned in the standard for compliance is upward waste light and disability glare from the lighting which is measured as threshold increments.



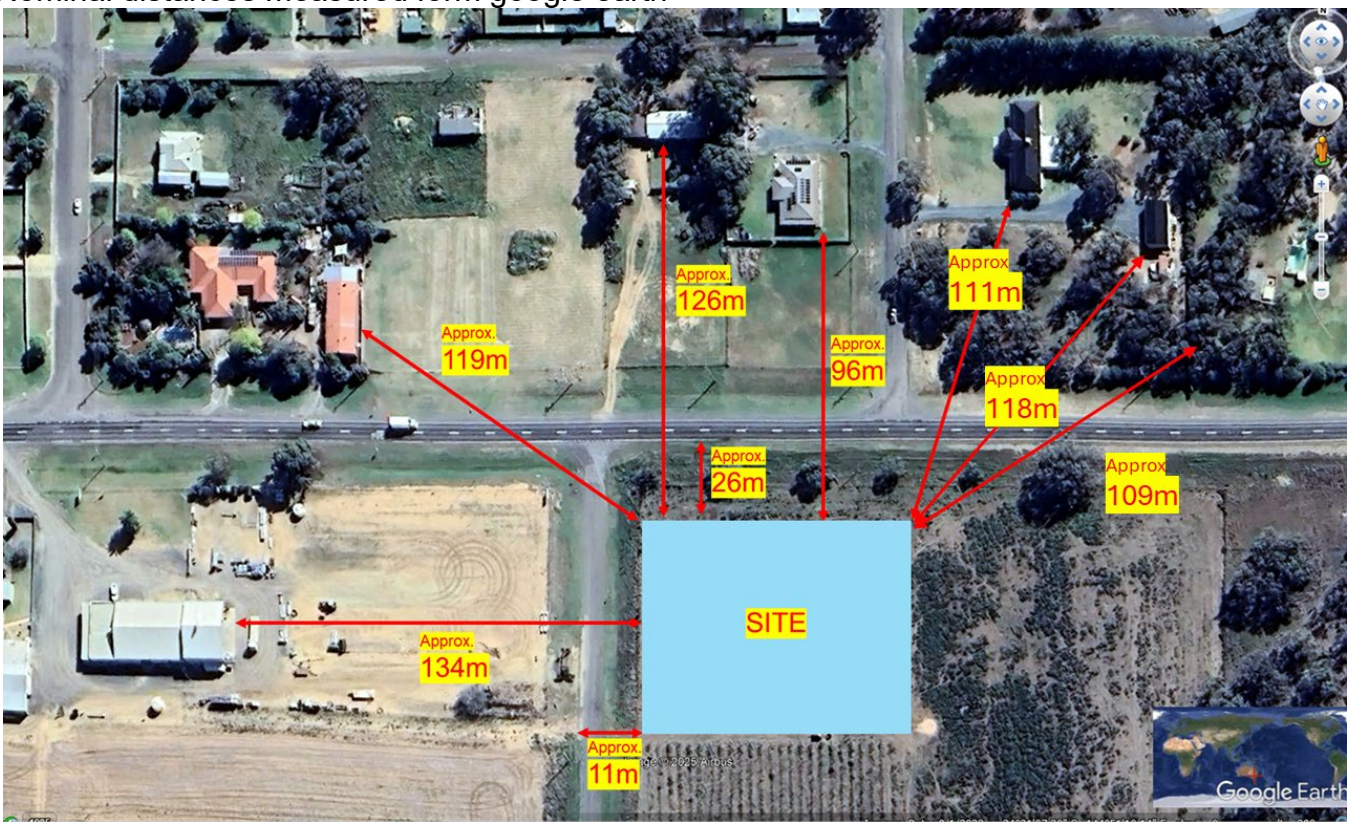
In relation to drawing **2023HA-006 Rev J**, trees and fencing are included in the design to create obstacles to reduce or mitigate any stray spill light.
These are noted within AS/NZS 4282:2023 under section 3.3.1.6 Obstructions.

Luminaire Proposal Analysis

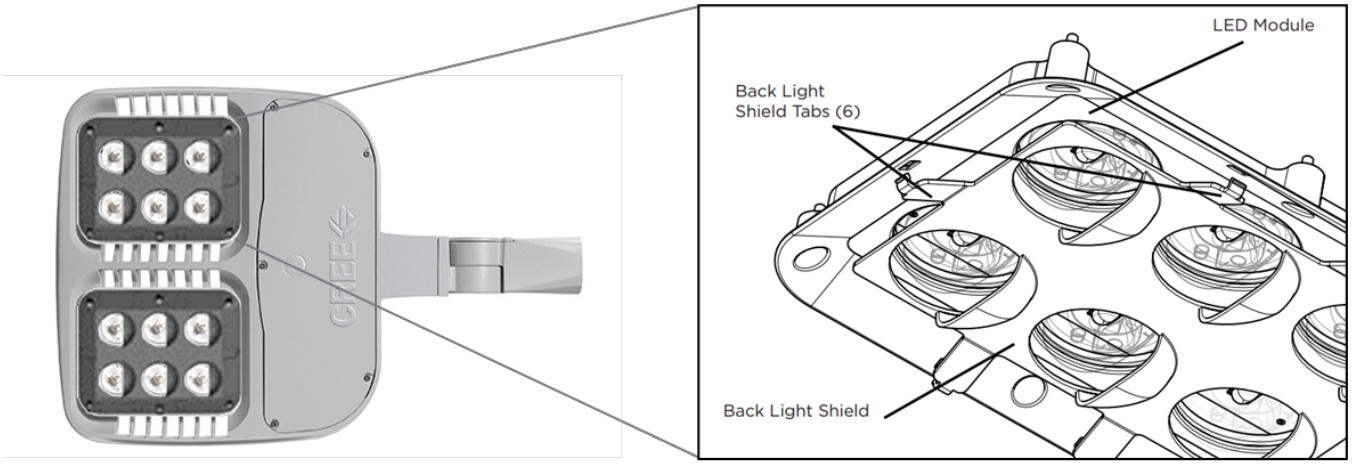
Based upon the site's location taken from google earth, it appears that the site boundary is set back adequately from the local road and residential / commercial / properties.

The proposed luminaire mounting height of 6m and the use of quality lighting with full cut luminaires and good optical control plus glare shield options would achieve compliance with the obtrusive light standard.

Nominal distances measured form google earth

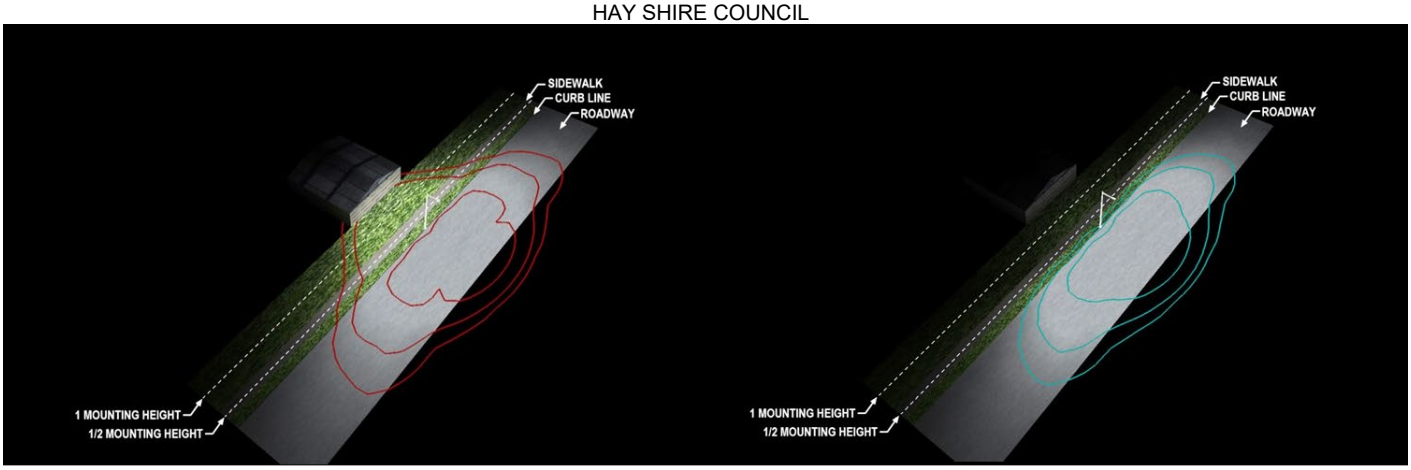


EXAMPLE OF CONTROLLED LUMINAIRES



BACKLIGHT SHIELDS CAN EASILY BE FITTED AFTER MARKET TO FURTHER CONTROL SPILL LIGHT.
'CLICK, CLICK = COMPLY'

Optically Controlled Luminaires



STANDARD NANOOPTIC –
NO BACKLIGHT SHIELDS

FULL BACKLIGHT SHIELD –
NANOOPTIC

Analysis Summary

The proposed site with good design methodology and quality lighting used would mitigate any obtrusive lighting effects to the local residents and local road users.

Controlled lighting levels could be deployed using a dimming strategy with activation or specific set light levels at certain times (ie council curfew assumed between 11pm - 6am.)
This would allow for adequate safe movement light levels and pump operation with a lower lit environment reducing any perceived visual brightness.

From our experience of design of similar type projects, new lighting installations where light had never existed within a space prior, is sometimes perceived as obtrusive light other than a newly lit space and is confused with nuisance or spill light, despite meeting all the relevant standards.

A good lighting explanation resolves most of these issues arising.

We trust this covers your requirements at this stage and happy to cover any additional questions that may be required.

LIGHT HARMONY
Ricky Coombs (Principal)

Specialist Lighting Engineer
M. I. E. S. (Aust. & N. Z.)

310 Moama Street, Hay South – Unmanned Refuelling Facility

Traffic Impact Assessment

Prepared for:

IOR Petroleum Pty Ltd

19 September 2025

The Transport Planning Partnership

310 Moama Street, Hay South – Unmanned Refuelling Facility

Traffic Impact Assessment

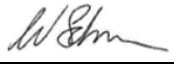
Client: IOR Petroleum Pty Ltd

Version: V04

Date: 19 September 2025

TTPP Reference: 23249

Quality Record

Version	Date	Prepared by	Reviewed by	Approved by	Signature
V01	13/12/2024	Sokan Chhoun	Wayne Johnson	Wayne Johnson	DRAFT
V02	20/12/2024	Sokan Chhoun	Wayne Johnson	Wayne Johnson	
V03	02/09/2025	James Johnson	Wayne Johnson	Wayne Johnson	
V04	19/09/2025	James Johnson	Wayne Johnson	Wayne Johnson	

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APPENDICES

A. PROPOSED SITE LAYOUT
B. SWEPT PATH ANALYSIS
C. PROPOSED INTERSECTION UPGRADE LAYOUT

1 Introduction

1.1 Background

A Development Application (DA) is to be submitted to Hay Shire Council (Council) for the proposed development of an unmanned refuelling facility located at 310 Moama Street, Hay South.

The proposed unmanned refuelling facility comprises two refuelling pumps, which allow two heavy vehicles to refuel at the same time. The refuelling facility will operate 24 hours per day, seven days per week. It is proposed that the facility will be accessed off University Road.

The Transport Planning Partnership has prepared this Traffic Impact Assessment (TIA) report to accompany the DA and assess the traffic and parking implications of the proposed development on the surrounding road network for submission to Council.

1.2 Structure of the Report

The layout of the report is set out as follows:

- Chapter 2 discusses the existing conditions including a description of the site.
- Chapter 3 provides a brief description of the proposed development.
- Chapter 4 assesses the parking requirements and its implications.
- Chapter 5 assesses the traffic generation and its implications.
- Chapter 6 assesses the sight distance in the vicinity of the site.
- Chapter 7 discusses the intersection treatment required for the proposed development.
- Chapter 8 presents the conclusion of the assessment.

2 Existing Conditions

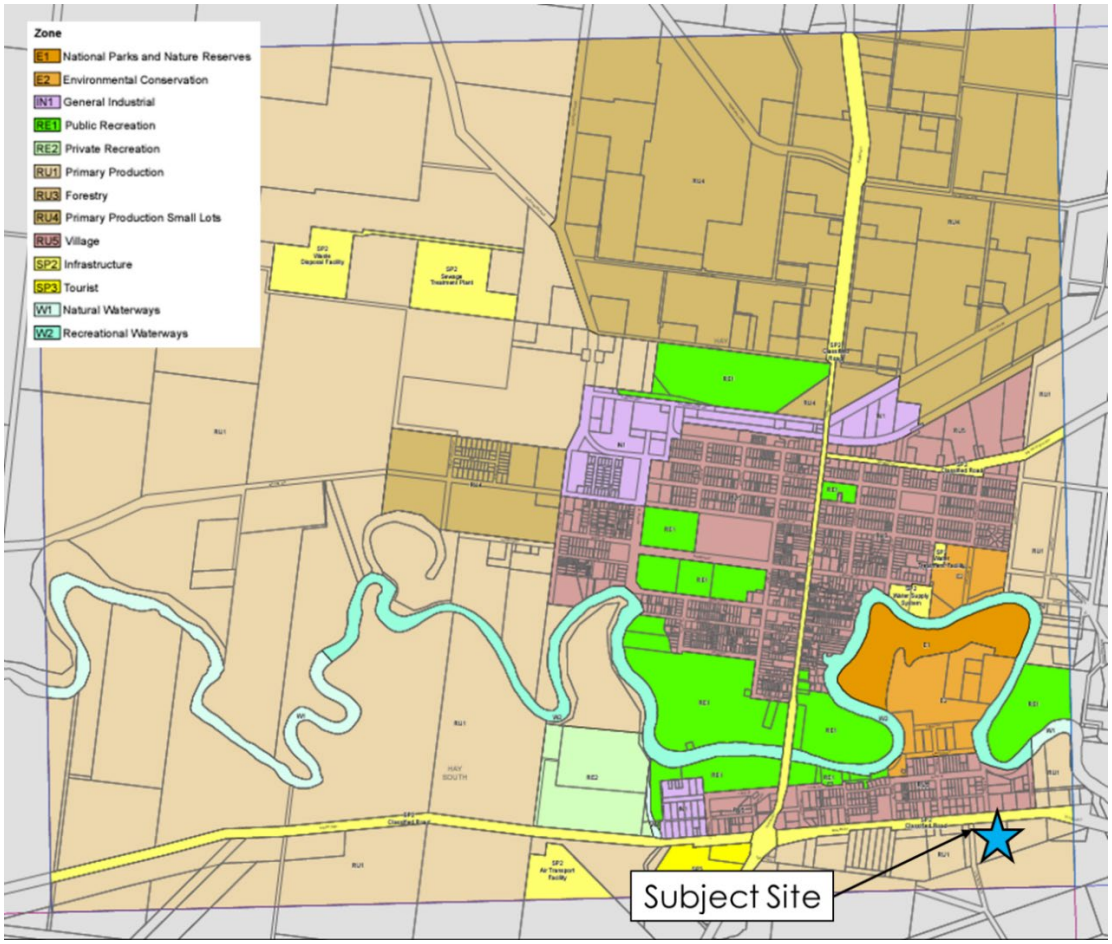
2.1 Site Description

The subject site is located at 310 Moama Street, Hay South (Lot 2 DP1212081), which falls within the Hay Shire local government area (LGA). The subject site is mostly flat in nature and currently sits on an unoccupied vegetated land, which is zoned RU1 – Primary Production. Figure 2.1 shows the land zoning map of the site and the surrounding areas.

The subject site is bounded by Sturt Highway/ Moama Street to the north, University Road to the west, unoccupied vegetated land to the south and east.

In the immediate vicinity of the site, the site is surrounded by a number of low-density residential dwellings and local businesses, which are located along the northern side of Moama Street and form part of the Hay South town centre. In a broader context, Hay South town centre is predominantly surrounded by vegetated agricultural land.

Figure 2.1: Land Zoning Map



Source: Hay Local Environmental Plan 2011 – Land Zoning Map

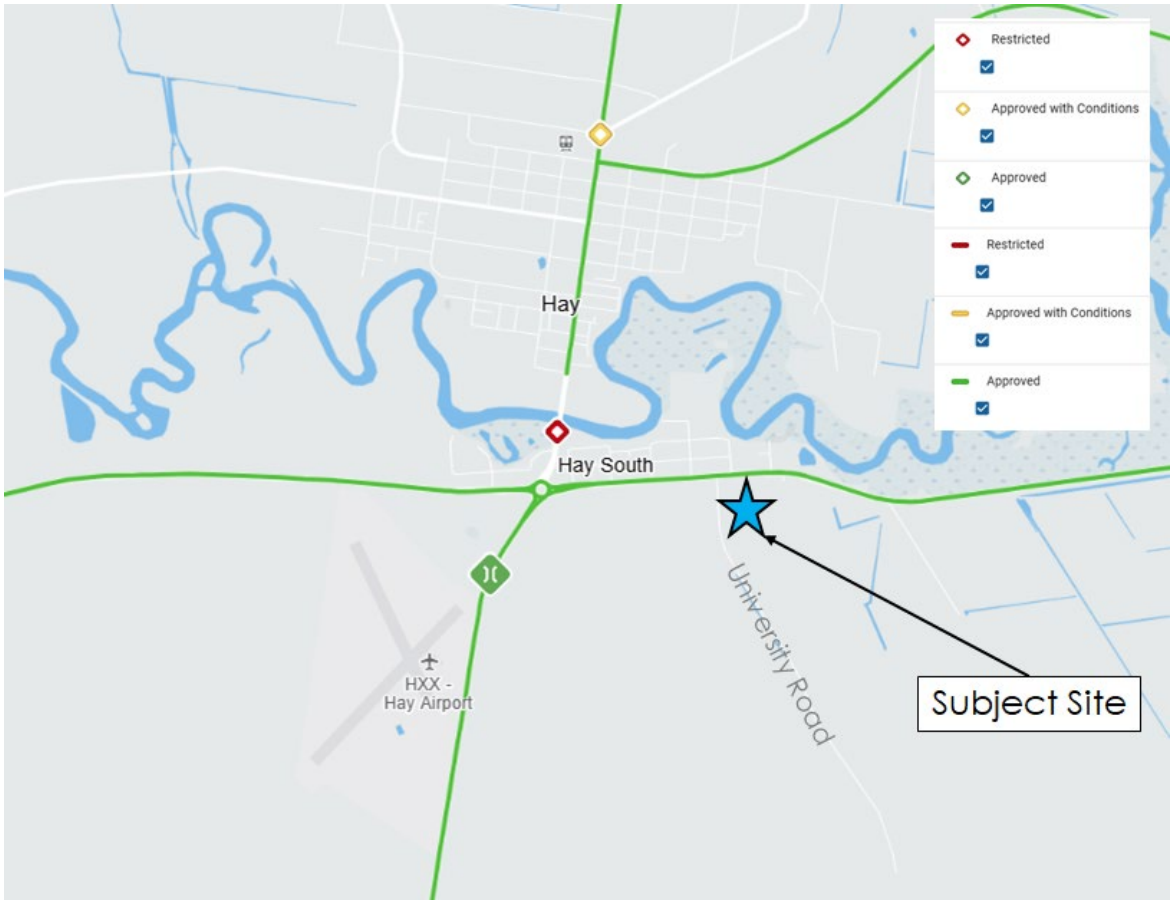
2.2 Surrounding Road Network

Moama Street (Sturt Highway) is a two-lane, two-way classified (State) road, which is generally aligned in an east-west direction in the vicinity of the site. It connects with Cobb Highway to the west of the site via a roundabout. Within Hay South town centre, Sturt Highway is referred to as Moama Street, which has a posted speed limit of 60km/h. No designated on-street parking spaces are available on Moama Street, although informal parking is possible along either side of the road.

University Road is a two-lane, two-way sealed rural road in the vicinity of the site and is generally aligned in a north-south direction. It connects with Moama Street to the north via a priority-controlled intersection and provides local access to a number of agricultural lots to the south. It has a posted speed limit of 50km/h. No designated on-street parking spaces are available on University Road, although informal parking is possible along either side of the road.

Figure 2.2 shows the National Heavy Vehicle Regulator (NHVR) 36.5m B-Triple approved routes within the vicinity of the site. The figure shows that Moama Street is an approved road for vehicles up to 36.5m B-Triple.

Figure 2.2: NHVR 36.5m B-Triple Approved Travel Route



Source: NHVR Maps, last accessed on 11/12/2024

2.3 Pedestrian and Cycling Infrastructure

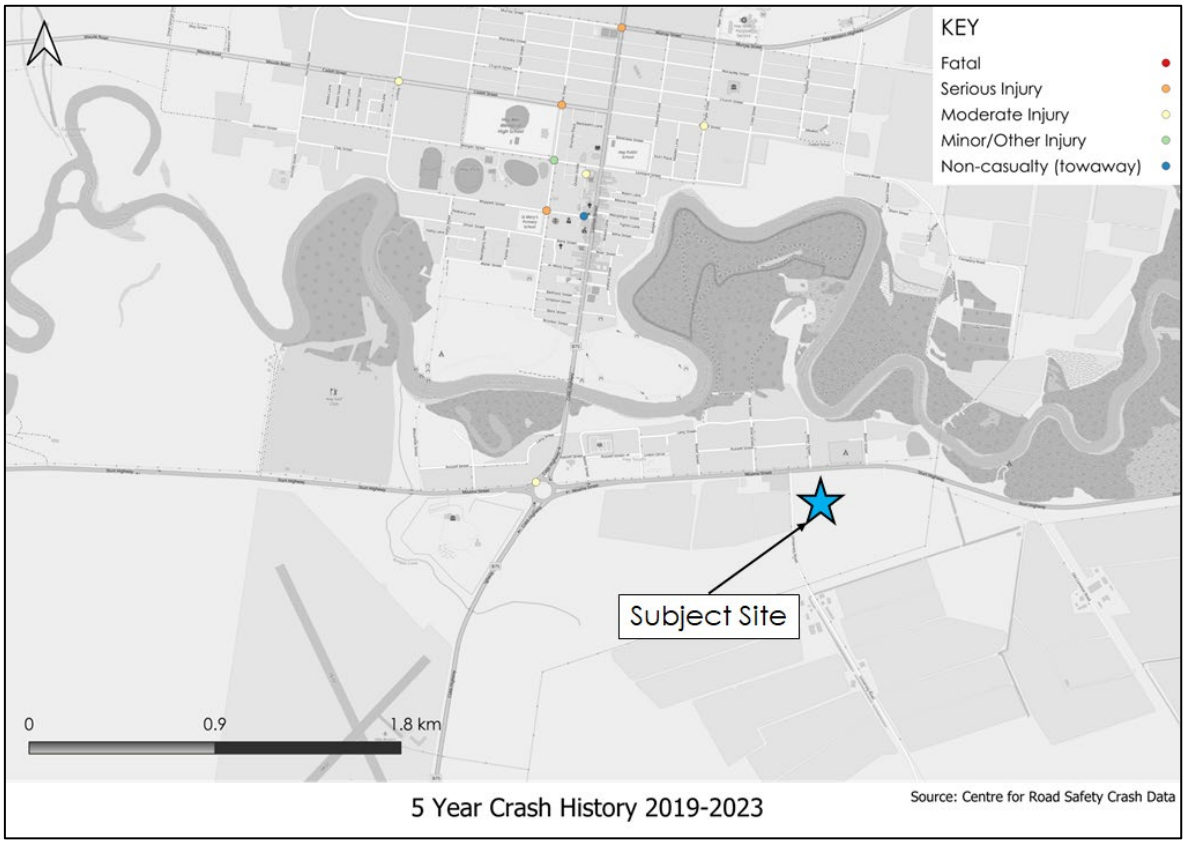
No pedestrian footpath nor cycling infrastructure is provided along Moama Street and University Road in the vicinity of the subject site.

2.4 Crash History

The latest crash history data for the most recent five-year period between 2019 and 2023 has been obtained within the vicinity of the subject site and is illustrated in Figure 2.3. The data indicates there has been no crashes recorded along Moama Street nor University Road, in the vicinity of the subject site. This indicates no safety issue at the immediate intersection and the site frontage road.

The nearest recorded crash occurred in 2020 at the Copp Highway/ Moama Street roundabout to the west of the subject site, which resulted in moderate injury. A number of crashes were also recorded within Hay town centre to the north of the site, none of which resulted in fatalities. The crash history data does not highlight an inherent safety issue within the vicinity of the site.

Figure 2.3: Crash History within Vicinity of Subject Site



Source: Centre for Road Safety Crash Data

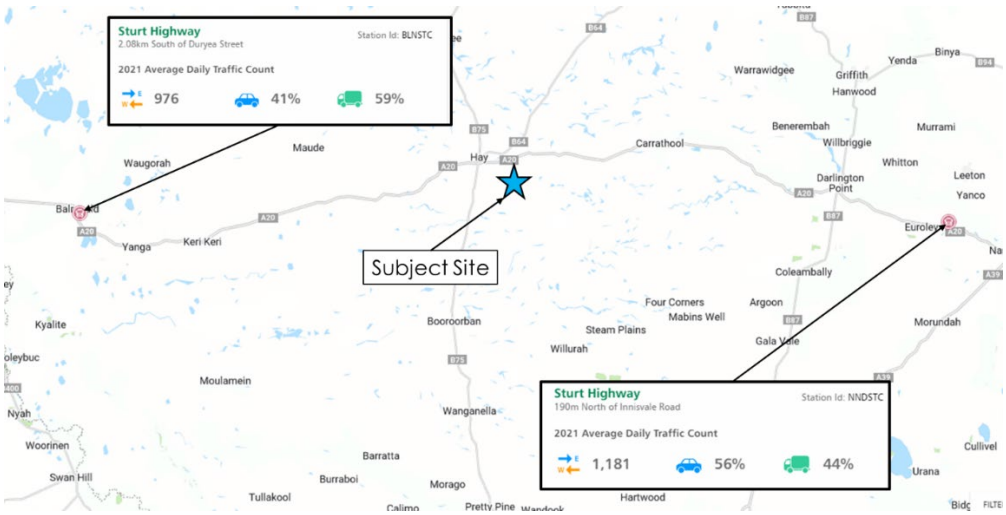
2.5 Existing Traffic Volume

TfNSW Traffic Volume Viewer portal provides an overview of traffic volume across different regions within New South Wales. There are no permanent TfNSW count stations in Hay nor the nearby regions during the year 2023 or 2024. The nearest count stations during these years are located in West Wyalong and Yarrawonga, both of which are located approximately 250km from the subject site.

There are two permanent count stations located near Hay which capture traffic volume in Year 2021. One permanent station is located near Narrandera, with another station located near Balranald.

The 2021 Average Annual Daily Traffic (AADT) volumes show that Sturt Highway near Balranald recorded an average of 976 vehicles per day whereas Sturt Highway near Narrandera recorded an average of 1,181 vehicles per day.

Figure 2.4: 2021 Average Daily Traffic Volume – Sturt Highway



Source: TfNSW Traffic Volume Viewer, last accessed on 20/05/2024

In addition to this, reference is made to the previous Traffic Impact Assessment (TIA) prepared by Spotto Consulting for the proposed unmanned refuelling facility at the subject site, which comprises a mid-block traffic count on Moama Street (east of Cobb Highway) and an intersection count at the intersection of Moama Street and University Road undertaken on 8 & 9 August 2023. This survey period falls within NSW school term dates which represents the typical traffic volume.

The daily and peak hour traffic volume on Moama Street from the mid-block traffic count data is outlined in Table 2.1.

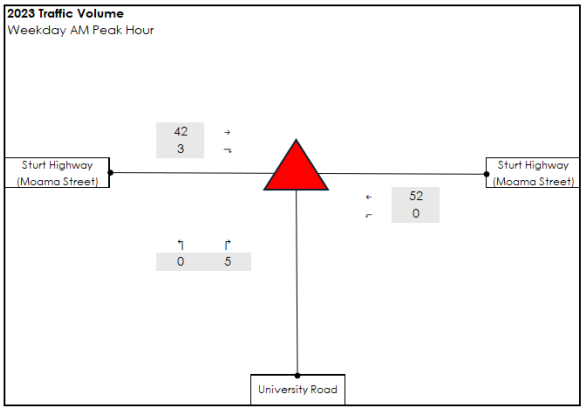
Table 2.1: Traffic Volume Along Moama Street (Site Frontage)

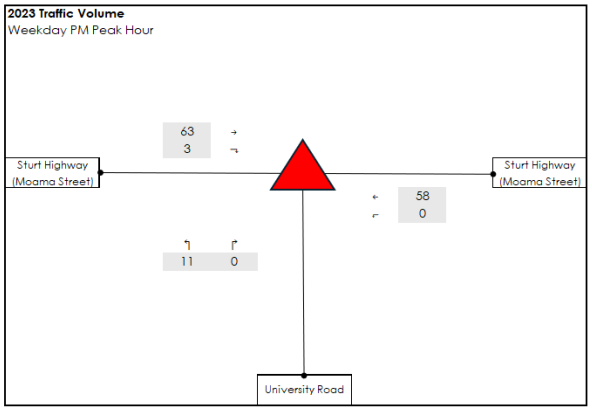
Moama Street (East of Cobb Highway)	Traffic Volume		
	Daily (veh)	Weekday AM Peak Hour (veh/h)	Weekday PM Peak Hour (veh/h)
Two-way	2,160	149	148
Eastbound	-	57	80
Westbound	-	92	68

Source: Traffic Impact Assessment, last accessed on 20/05/2024

The traffic volume at the Moama Street/ University Road intersection during the AM peak and PM peak hour is illustrated in Figure 2.5. The traffic volume passing through the intersection during both AM and PM peak hours is generally low.

Figure 2.5: Turning Movement Count at the Moama Street/ University Road Intersection





The TIA prepared by Spotto Consulting also includes traffic modelling of the Moama Street/ University Road intersection undertaken using SIDRA Intersection software. The traffic modelling results show that the Moama Street/ University Road intersection currently operates satisfactorily at LoS A during both the AM and PM peak hours.

3 Proposed Development

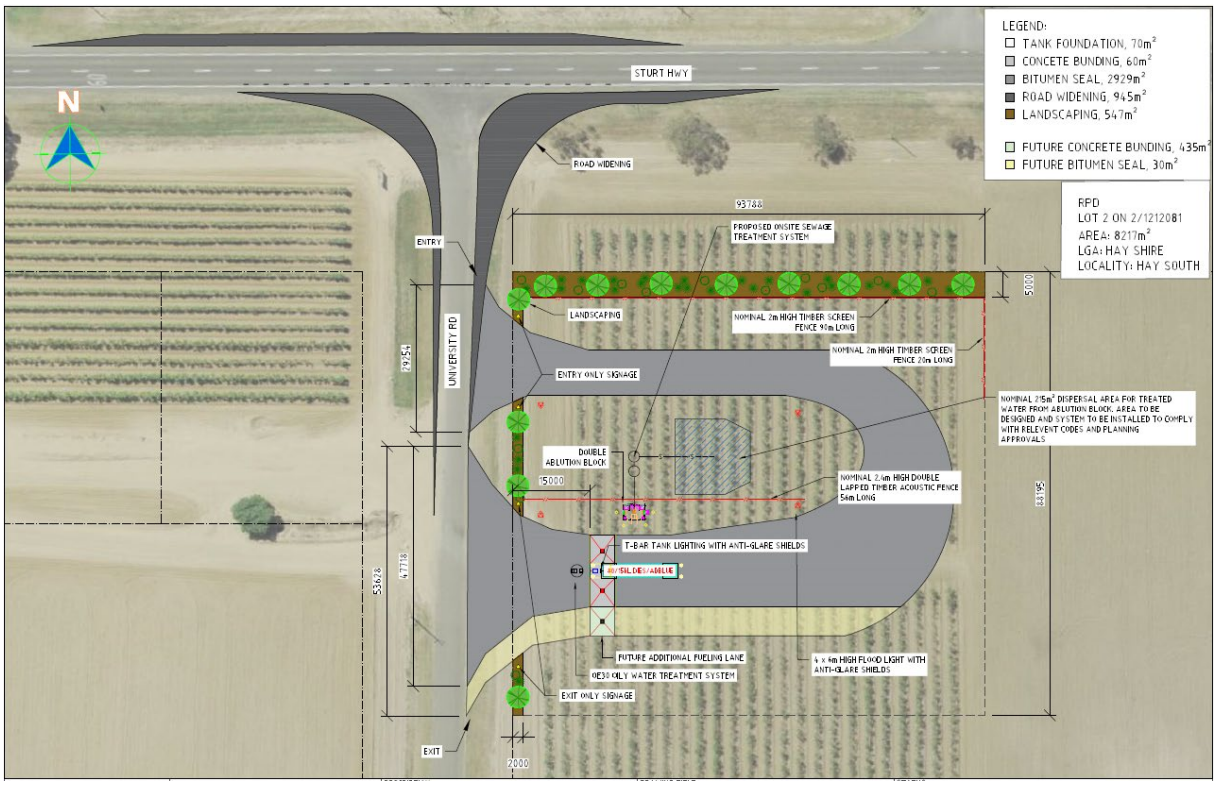
3.1 Overview of the Proposal

It is proposed to develop an unmanned truck refuelling facility at 310 Moama Street, Hay South. Components of the proposed development include:

- Installation of one T80/ 15kl Diesel/ Adblue tank for the storage of fuel
- Installation of a double ablution block
- Installation of a 215m^2 water dispersal area
- Installation of two fuel dispensers on a bunded area, allowing for two heavy vehicles to refuel at the same time (with additional area available for a third fuel dispenser and fuelling lane to be provided in the future)
- Construction of an access driveway and an egress driveway for refuelling vehicles to enter and exit the site.
- Landscaping works along University Road and Moama Street frontages.
- Installation of traffic control signage within the site.
- Installation of a 2.4m high double-lapped timber acoustic fence within the site behind the toilet block.
- Installation of a 2m high timber screening fence to the highway frontage.

Figure 3.1 shows the layout of the proposed refuelling facility, with the detailed site layout provided in Appendix A.

Figure 3.1: Proposed Site Layout



Source: IOR - Proposed Site Layout, Drawing No. 2023HA-002 Rev J, dated 19/09/2025

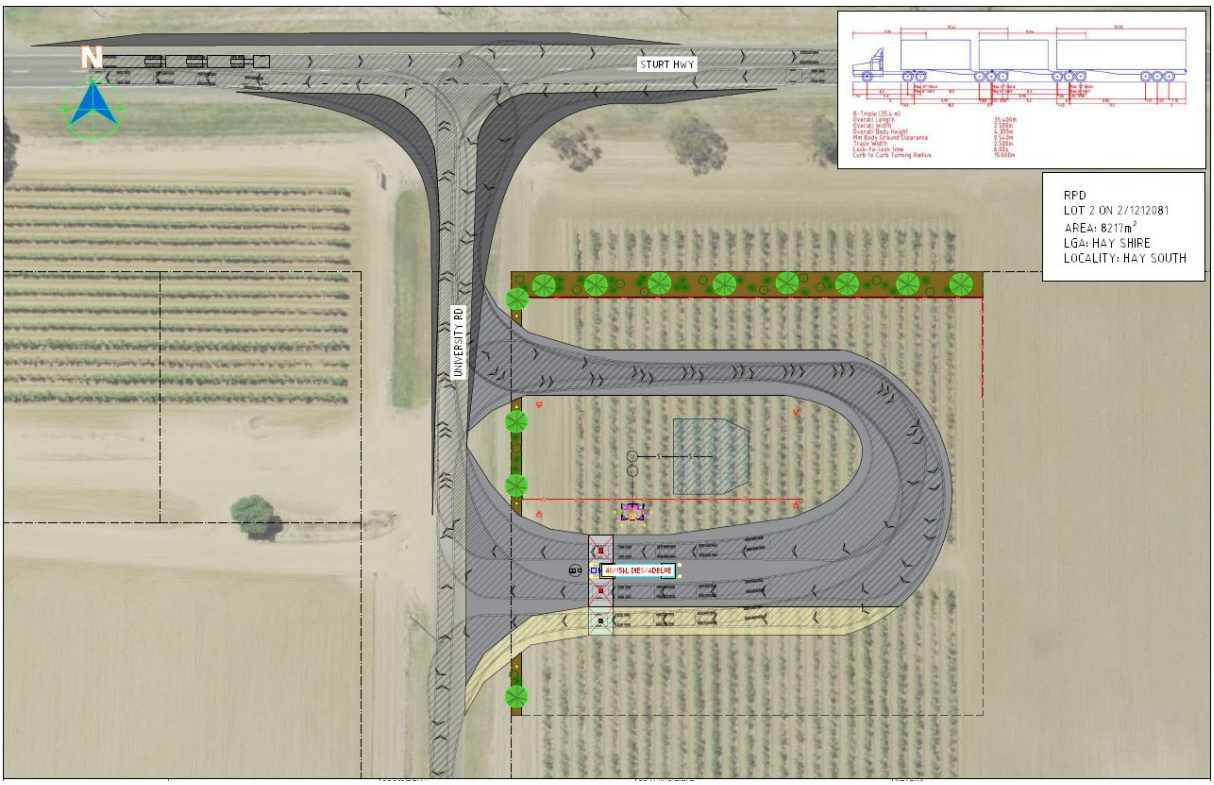
3.2 Proposed Vehicle Access Arrangement

The proposed access arrangement of the subject site will be facilitated by two one-way driveways located off University Road. The northern driveway will be used for ingress only while the southern driveway will be used for egress only.

Both ingress and egress driveways will be signposted to prevent any conflicting movements. When arriving at the refuelling area, up to two B-Triple vehicles can refuel concurrently side by side.

Figure 3.2 shows the swept path analysis of a 36.5m B-Triple vehicle (the largest vehicle to refuel at the facility) entering and exiting the subject site in a forward direction, with the full set of swept path analysis provided in Appendix B.

Figure 3.2: Swept Path Analysis and Access Arrangements



Source: IOR – Proposed Swept Path, Drawing No. 2023HA-003 Rev J, dated 19/09/2025

4 Parking Assessment

The Hay Local Environmental Plan (HLEP) 2011 does not stipulate any parking requirements for service stations or unmanned refuelling facilities.

Reference is made to the TfNSW Guide To Transport Impact Assessment (TGIA), which stipulates the parking requirements for different land uses. The parking requirement for service station has been adopted and assessed for the proposed development, and is outlined in Table 4.1.

Table 4.1: Car Parking Assessment

Land Use	Yield	Minimum Car Parking Rate	Parking Requirement
Unmanned Refuelling Facility (Service Station)	2 refuelling pumps No work bay No convenience store No restaurants	6 spaces per work bay 5 spaces per 100m² GFA of convenience store The greater of 15 spaces per 100m2 GFA of restaurant or 1 space per 3 seats	0

The proposed unmanned refuelling facility does not provide any work bays, a convenience store, or restaurants within the site. Therefore, no car parking spaces are required for the proposed development in accordance with the TfNSW parking rates.

The refuelling facility will be unmanned with no additional services provided. Hence, there is no requirement for car parking spaces. Notwithstanding this, it is noted that two car parking spaces are available at the refuelling pumps.

5 Traffic Assessment

The proposed development is expected to generate an average of 1 vehicle (2 one-way vehicle trips) per hour across a flexible 24-hour period being in the order of 20-30 vehicles per day. This traffic generation is considered minimal and is not expected to have any adverse impacts on the surrounding road network.

In addition, the majority of the refuelling facility or service station usage stems from passing trade. While TfNSW has not published any statistics relating to the percentage of passing trade for service stations, reference can be made to the widely recognised Institute of Traffic Engineers (ITE) Manual which suggests 56% of service station trips are passing trade. Therefore, the proposed development is unlikely to generate any significant new trips.

It is estimated that a high proportion of traffic would access the proposed development from the east (Darlington Point) given there is a Shell and an Ampol service station located at north-western corner of the Sturt Highway/ Cobb Highway intersection. These service stations are located to the west of the subject site and is likely to cater for eastbound traffic. Based on this, TTPP assume that approximately 80% of refuelling vehicles would access the site from the east and 20% from the west.

Given the existing low traffic volume on University Road and Moama Street and the satisfactory LoS A performance at the existing Moama Street/ University Road intersection, the traffic generation associated with the proposed development is unlikely to cause any adverse impacts on the surrounding road network and the Moama Street/ University Road intersection.

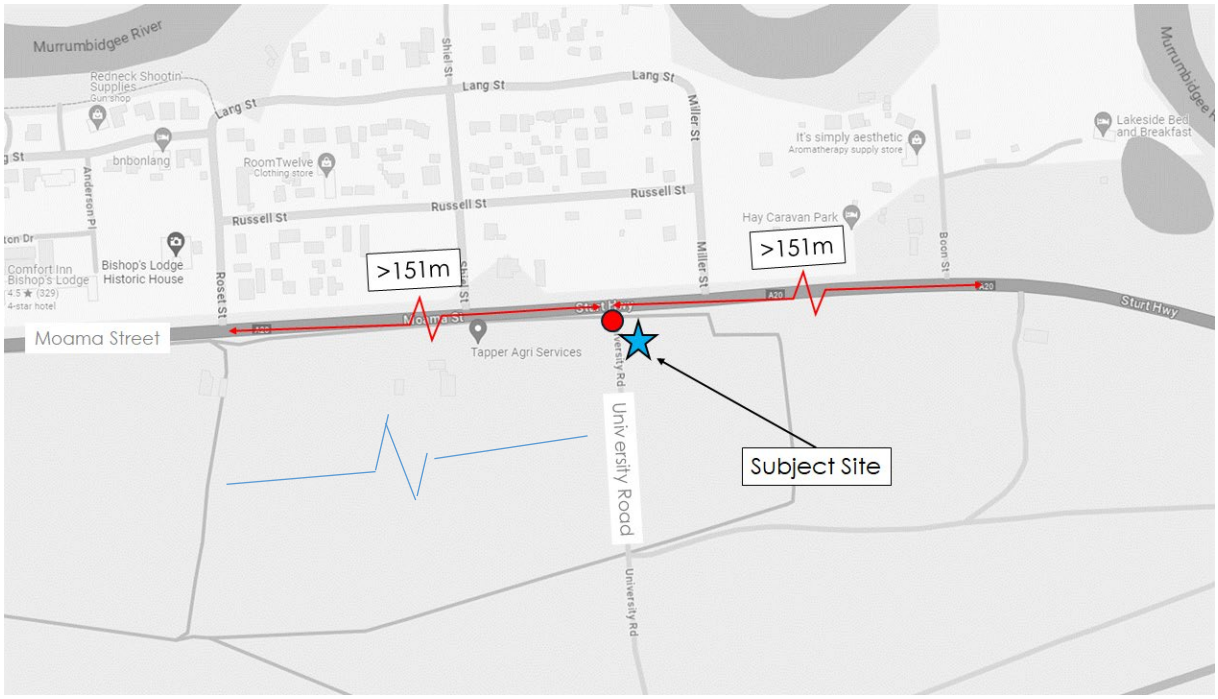
6 Sight Distance Assessment

A sight distance review has been undertaken in accordance with Austroad Guide to Road Design Part 4A: Unsignalised and Signalised Intersection at the Moama Street/ University Road intersection.

Based on the design speed of 70km/h (60km/h posted speed limit) on Moama Street, a minimum Safe Intersection Stopping Distance (SISD) of 151m is required.

It is noted that the terrain in the immediate vicinity of the subject site is relatively flat. Given the predominantly straight alignment of Moama Street, sufficient sight distance is available for vehicles on the minor road (University Road) to observe vehicles on the major road (Moama Street), as shown in Figure 6.1. No major obstacles are present in the direct line of sight between vehicle movements on Moama Street and traffic exiting University Road.

Figure 6.1: Available Sight Distance at the University Road/ Moama Street Intersection



Basemap Source: Nearmap, last accessed on 21/05/2024

7 Intersection Treatment Assessment

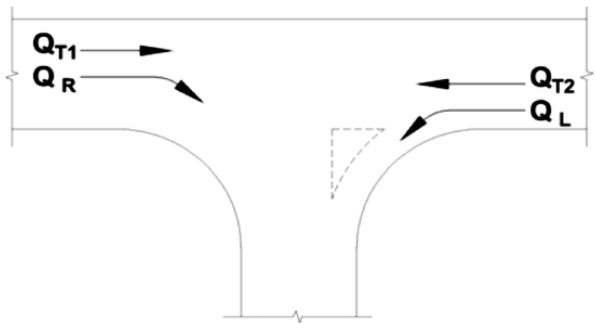
The proposed development would be accessed off University Road, which is a local rural road. Vehicles would turn into/ from University Road off Sturt Highway/ Moama Street.

An assessment of the turn treatments required for the University Road/ Moama Street intersection to facilitate the proposed unmanned refuelling facility has been undertaken in accordance with Austroads Guide to Traffic Management (AGTM) Part 6 (2020). The turn treatment warrants are based on the major road traffic volumes on Moama Street, 'Q_M', and the volume of turning movements generated by the development, 'Q_R' and 'Q_L'.

As discussed above, 80% of refuelling vehicles are expected to come from the east and 20% of refuelling vehicles from the west of Moama Street. Based on the estimated traffic generation of one vehicle per hour, the value for Q_R associated with the development traffic would be approximately zero, whereas the value for Q_L would be approximately one vehicle. These values will be added to the existing turning traffic at the intersection.

Value Q_M can be calculated based on the existing through volume on the major road. According to the count at the intersection of Moama Street and University Road, the peak hourly traffic on Moama Street (Q_{T1} and Q_{T2}) during the AM peak hour is approximately 42 vehicles in the eastbound direction and 52 vehicles in the westbound direction. During the PM peak hour, the peak hourly traffic on Moama Street (Q_{T1} and Q_{T2}) is approximately 63 vehicles in the eastbound direction and 58 vehicles in the westbound direction. The Q_M calculation is shown in Table 7.1.

Figure 7.1: Calculation of the Major Road Traffic Volume Parameter Q_M



Road type	Turn type	Splitter island	Q_M (veh/h)
Two-lane two-way	Right	No	= Q_{T1} + Q_{T2} + Q_L
		Yes	= Q_{T1} + Q_{T2}
	Left	Yes or no	= Q_{T2}
Four-lane two-way	Right	No	= 50% x Q_{T1} + Q_{T2} + Q_L
		Yes	= 50% x Q_{T1} + Q_{T2}
	Left	Yes or no	= 50% x Q_{T2}
Six-lane two-way	Right	No	= 33% x Q_{T1} + Q_{T2} + Q_L
		Yes	= 33% x Q_{T1} + Q_{T2}
	Left	Yes or no	= 33% x Q_{T2}

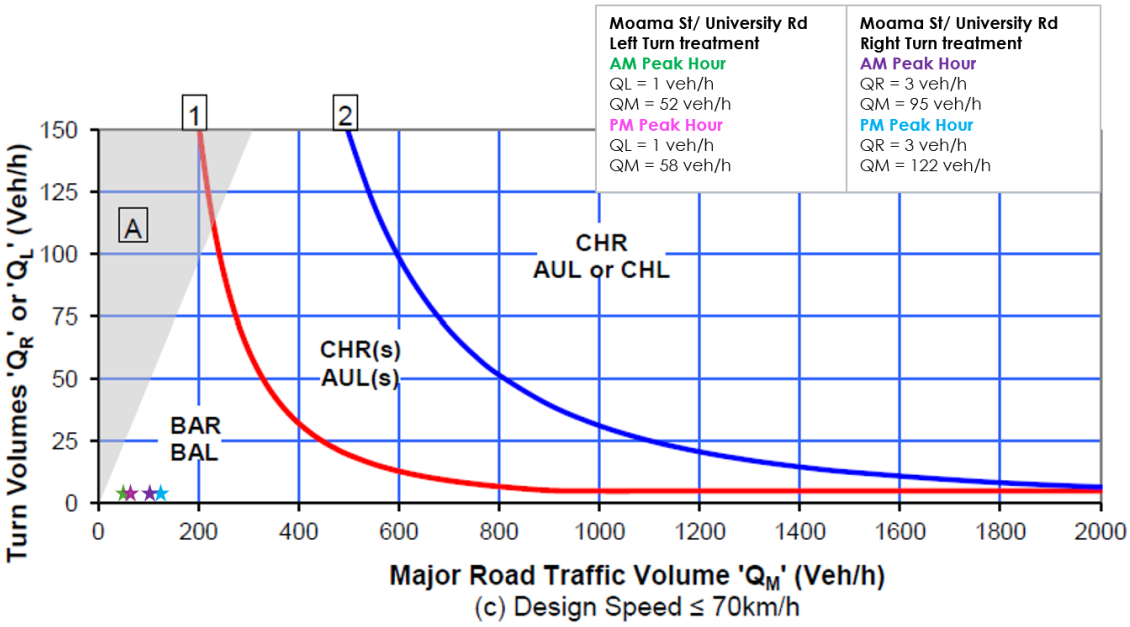
Source: Austroads Guide to Traffic Management Part 6, 2020

Table 7.1: Calculation of Q_M

Road Type	Peak Period	Turn Type	Splitter Island	Q_M (vph)	
Two-Lane Two-Way	AM	Right (Q_R) = 3	No	$Q_M = Q_{T1} + Q_{T2} + Q_L$	95 vph
		Left (Q_L) = 1	No	$Q_M = Q_{T2}$	52 vph
	PM	Right (Q_R) = 3	No	$Q_M = Q_{T1} + Q_{T2} + Q_L$	122 vph
		Left (Q_L) = 1	No	$Q_M = Q_{T2}$	58 vph

The turn treatment warrant assessment also considers the design speed of a road, which is typically taken as the posted speed limit plus 10 km/h; namely, the design speed for Moama Street is 70km/h. Figure 7.2 shows an extract from AGTM Part 6 of the turn treatment warrants on major roads at unsignalised intersections with a design speed 70km/h or less, which is applicable to Moama Street.

Figure 7.2: Warrants for Turn Treatments on Major Roads at Unsignalised Intersections

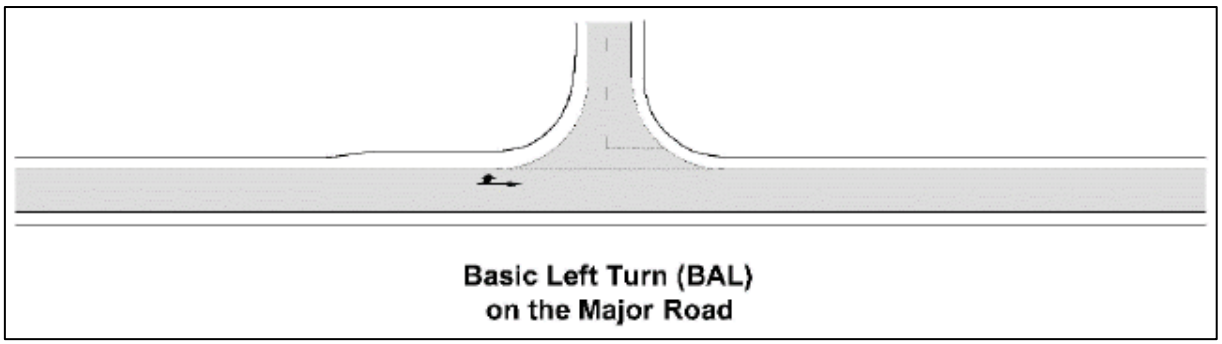


Source: Austroads Guide to Traffic Management Part 6, 2020

Based on values for Q_M, Q_L and Q_R in Table 7.1 and warrants for turn treatments in Figure 7.2, the turn treatments required at the intersection of Moama Street/ University Road intersection include a basic left-turn (BAL) and a basic right-turn (BAR).

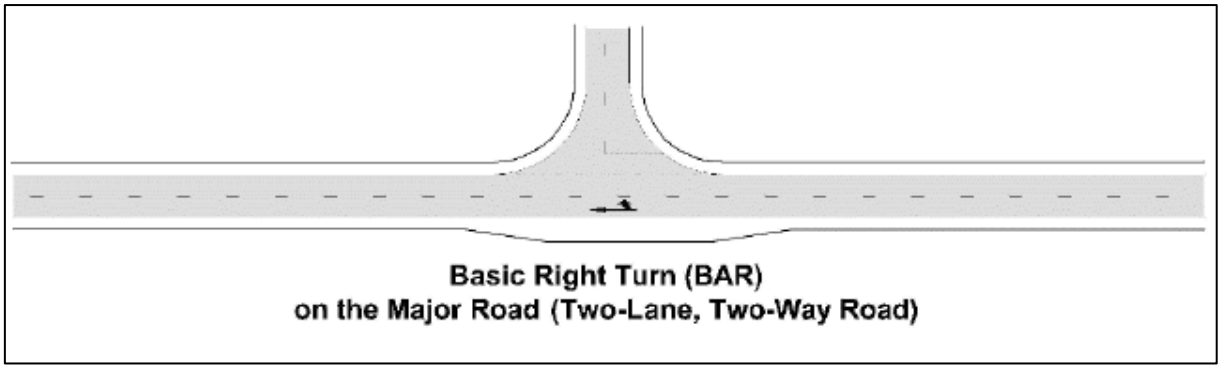
The intersection layouts for BAL and BAR treatments are illustrated in Figure 7.3 and Figure 7.4, respectively.

Figure 7.3: Rural Basic Left Turn (BAL) Intersection Layout



Source: Austroads Guide to Traffic Management Part 6, 2020

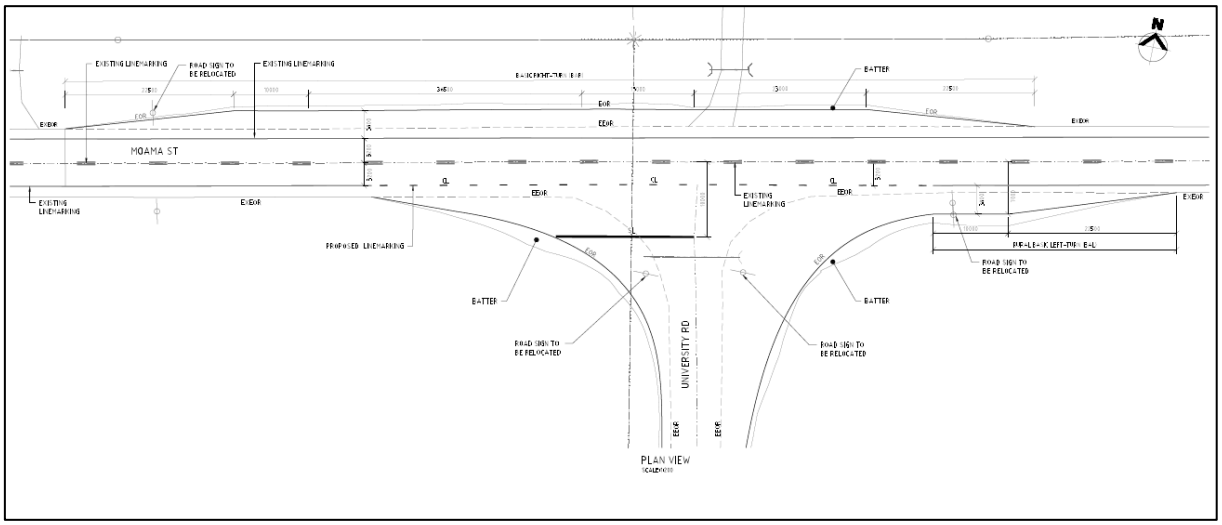
Figure 7.4: Rural Basic Right Turn (BAR) Intersection Layout



Source: Austroads Guide to Traffic Management Part 6, 2020

It is proposed to provide a BAL and BAR treatment for the Moama Street/ University Road intersection as shown in Figure 7.5, which complies with the requirement. The civil design intersection upgrade layout is contained in Appendix C.

Figure 7.5: Proposed Moama Street/ University Road Intersection Upgrade



Source: IOR – Road Expansion Line Marking, Drawing No. 19297-HAY-SK02 Rev B, dated 25/09/2024

8 Conclusion

Based on the analysis and discussion presented within this report, the following conclusion can be made:

- A Development Application is to be lodged with the Hay Shire Council for a proposed unmanned refuelling facility at 310 Moama Street, Hay South.
- The proposed refuelling facility could accommodate two vehicles refuelling at any one time and will operate 24 hours a day, 7 days a week.
- Access to the refuelling facility will be provided off University Road via a dedicated one-way access driveway and a dedicated one-way egress driveway.
- There have been no crashes recorded in the most recent five years in the immediate vicinity of the site.
- No car parking spaces are proposed within the site due to the lack of a convenience store, work bay, or restaurant. Notwithstanding this, there are two parking spaces available at the refuelling pump area.
- The proposed refuelling facility is expected to generate an average of 1 vehicle (2 one-way vehicle trips) per hour across a flexible 24-hour period being in order of 20-30 vehicles per day, which is minimal and is not anticipated to have any adverse impact on the surrounding road network.
- Sufficient Safe Intersection Sight Distance is available at the intersection of Moama Street/ University Road between vehicles exiting the site via University Road and vehicles traveling eastbound and westbound along Moama Street.
- It is proposed to provide a BAL and BAR treatment for the Moama Street/ University Road intersection, which complies with the Austroads requirements.

Overall, it can be concluded that the proposed development can be satisfactorily accommodated without any adverse impacts on the surrounding road network.

Appendix A

Proposed Site Layout

RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

iOR

SCALE BAR
0 40 80 120 160 200m
1:4000

DESCRIPTION
IOR UNMANNED DIESEL STOP

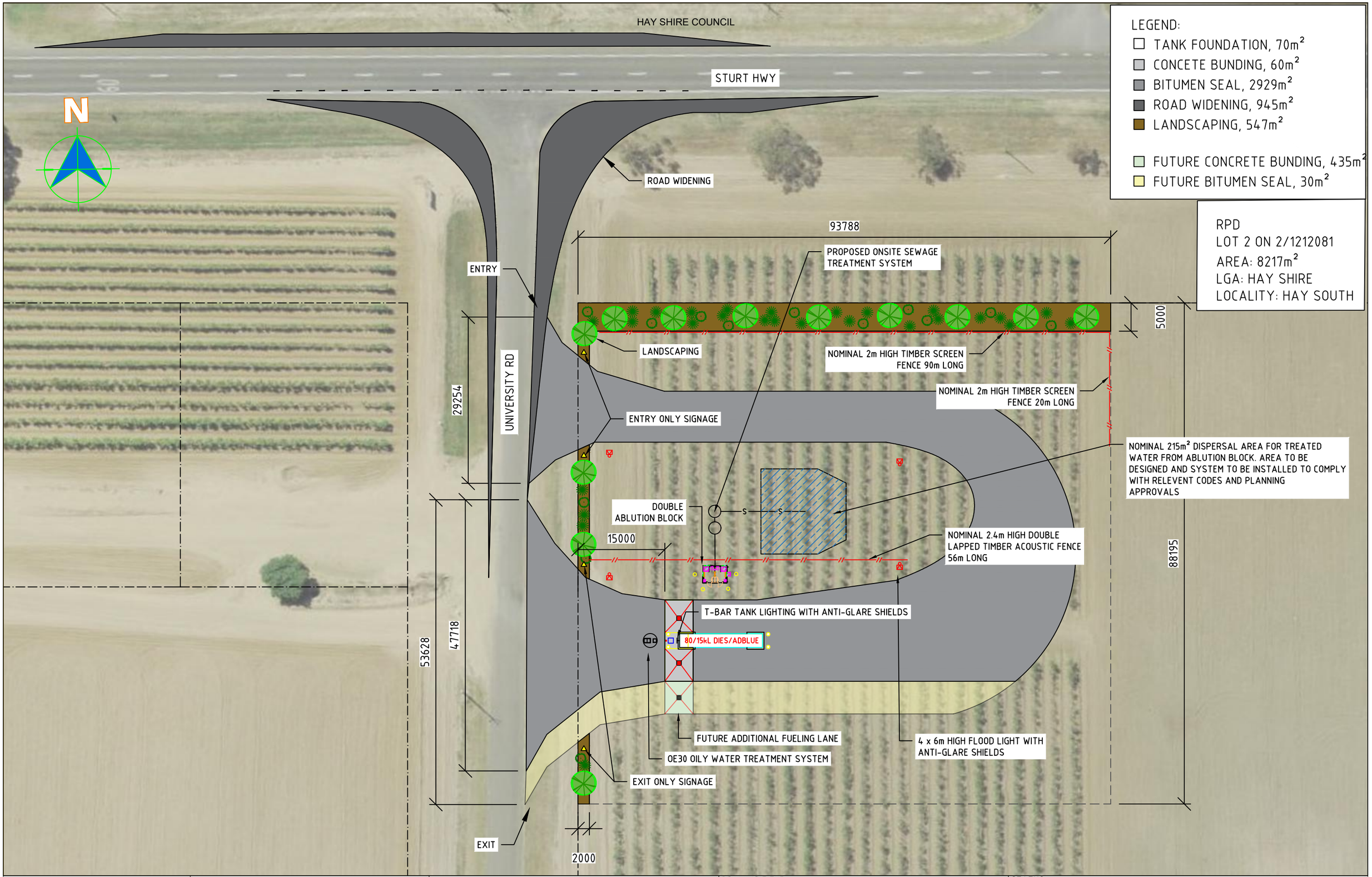
310 MOAMA STREET
HAY SOUTH NSW 2711 AUSTRALIA

DRAWING TITLE
LOCALITY

STATUS
DA ISSUE

DRAWN	DATE CREATED	DRAWING NO.	REV
LD	19.09.2025	2023HA-001	J

A1 SCALE 1:250 | A3 SCALE 1:500 | SHEET



iOR	SCALE BAR 0 6 12 18 24 30m 1:600	DESCRIPTION: IOR UNMANNED DIESEL STOP, 310 MOAMA STREET, HAY SOUTH NSW 2711 AUSTRALIA	DRAWING TITLE: PROPOSED SITE LAYOUT	STATUS: DA ISSUE
				DRAWN LD · DATE CREATED 19.09.2025 · DRAWING NO. 2023HA-002 · REV J
				A1 SCALE 1:250 · A3 SCALE 1:500 · SHEET

HAY SHIRE COUNCIL

RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

N

CONCRETE BUNDING

T-BAR TANK LIGHTING WITH ANTI-GLARE SHIELDS

TANK PLINTH

TANK PLINTH

OE30 OILY WATER SYSTEM

W W W W W

OW

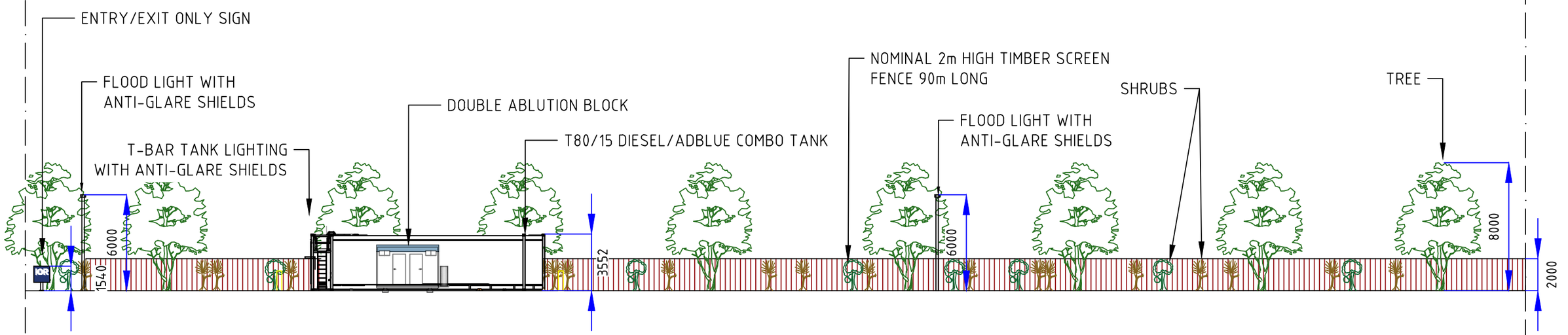
80/15kL DIES/ADBLUE

FALL

FUTURE CONCRETE BUNDING

iOR	SCALE BAR 0 1 2 3 4 5m 1:100	DESCRIPTION: IOR UNMANNED DIESEL STOP 310 MOAMA STREET HAY SOUTH NSW 2711 AUSTRALIA	DRAWING TITLE: FUEL DISPENSING AREA	STATUS: DA ISSUE	
				DRAWN: LD DATE CREATED: 19.09.2025 DRAWING NO.: 2023HA-004 REV: J	
				A1 SCALE 1:250	A3 SCALE 1:500 SHEET

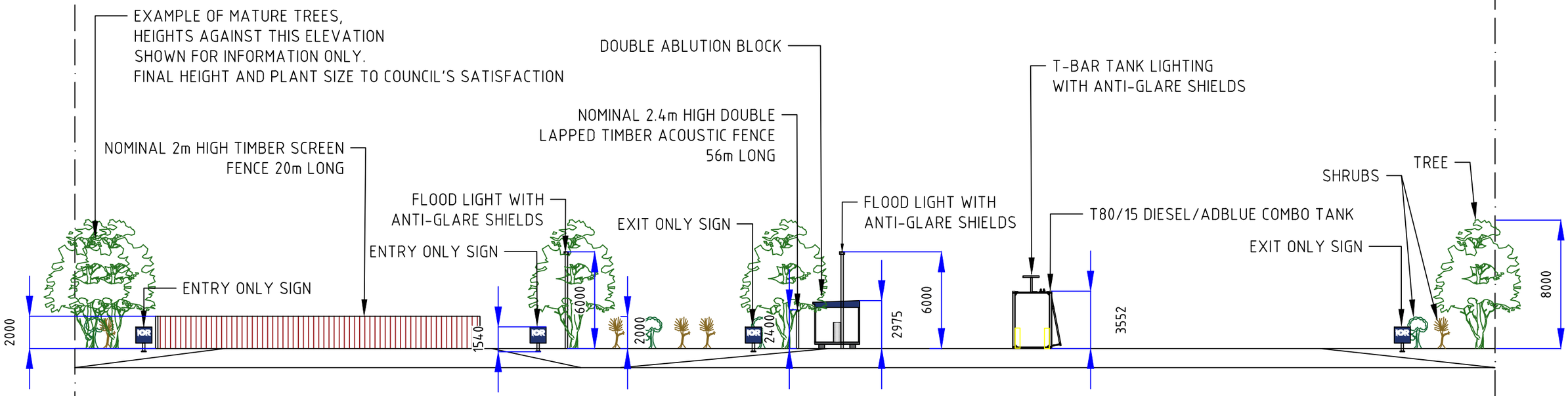
RPD
LOT 2 ON 2/1212081
AREA: 8217m^2
LGA: HAY SHIRE
LOCALITY: HAY SOUTH



A ELEVATION SOUTH TO NORTH
1:250

iOR	SCALE BAR	DESCRIPTION: IOR UNMANNED DIESEL STOP 310 MOAMA STREET HAY SOUTH NSW 2711 AUSTRALIA	DRAWING TITLE: ELEVATION SOUTH TO NORTH	STATUS: DA ISSUE		
				DRAWN: LD	DATE CREATED: 19.09.2025	DRAWING NO.: 2023HA-005 / REV: J
				A1 SCALE: 1:250	A3 SCALE: 1:500	SHEET

RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH



B ELEVATION WEST TO EAST
1:250

iOR	SCALE BAR	DESCRIPTION: IOR UNMANNED DIESEL STOP 310 MOAMA STREET HAY SOUTH NSW 2711 AUSTRALIA	DRAWING TITLE: ELEVATION WEST TO EAST	STATUS: DA ISSUE	
				DRAWN: LD DATE CREATED: 19.09.2025 DRAWING NO.: 2023HA-006 REV: J	
				A1 SCALE 1:250 A3 SCALE 1:500 SHEET	

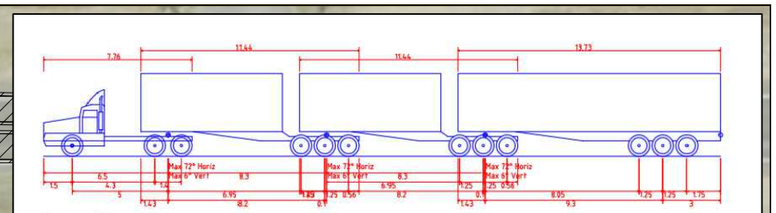
Appendix B

Swept Path Analysis

HAY SHIRE COUNCIL

STURT HWY

UNIVERSITY RD



RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

80/15kL DIES/ADBLUE

SCALE BAR
0 6 12 18 24 30m
1:600

DESCRIPTION
IOR UNMANNED DIESEL STOP

310 MOAMA STREET
HAY SOUTH NSW 2711 AUSTRALIA

DRAWING TITLE
PROPOSED SWEPT PATHS

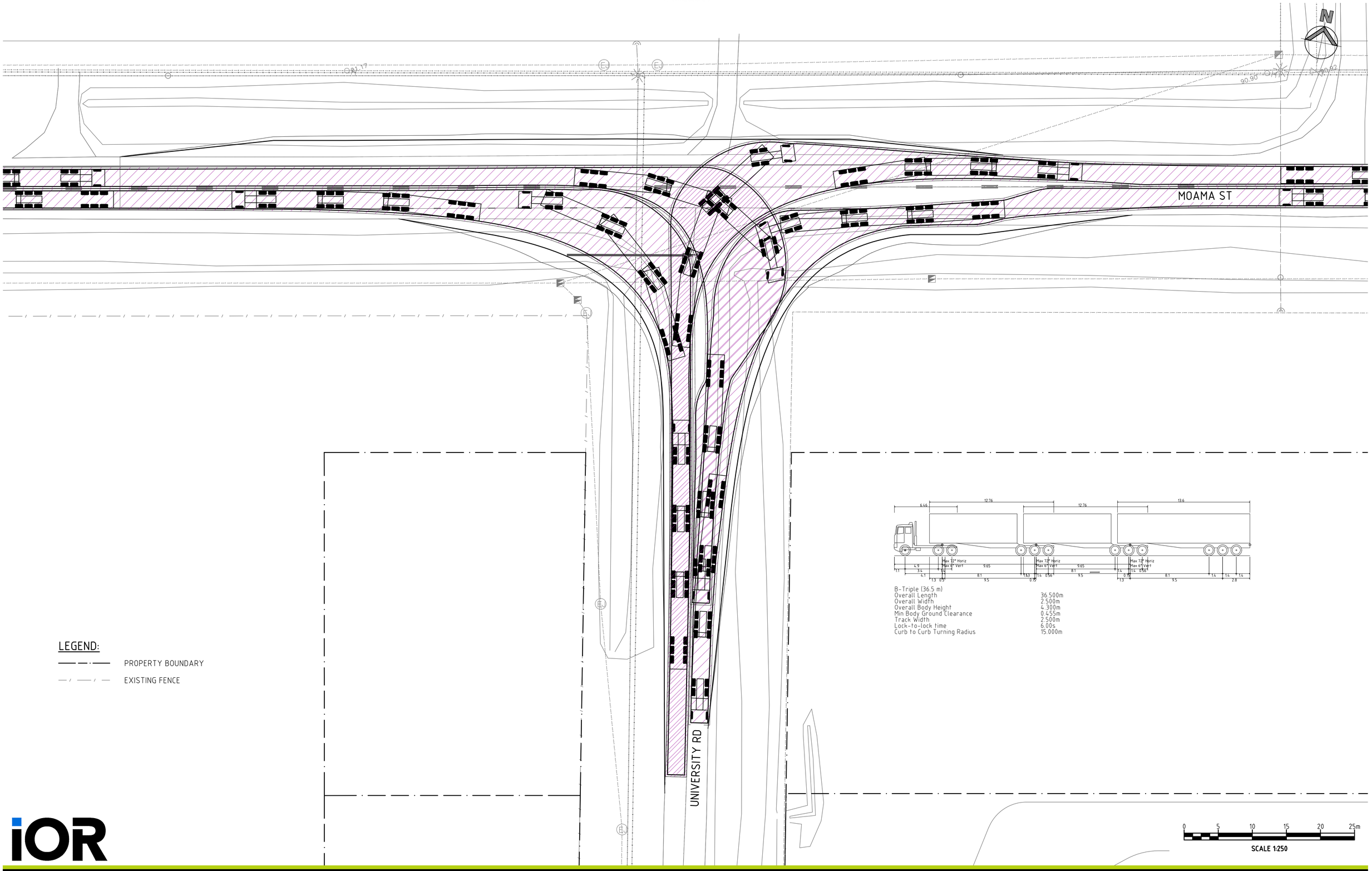
STATUS
DA ISSUE

DRAWN	DATE CREATED	DRAWING NO.	REV
LD	19.09.2025	2023HA-003	J

A1 SCALE 1:250 | A3 SCALE 1:500 | SHEET

Appendix C

Proposed Intersection Upgrade Layout



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DRAWING ISSUE APPROVAL

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PROFESSIONAL QUALIFICATION:

SIGNATURE:

REV	DATE	BY	DESCRIPTION	CHK	APP
A	26.09.24	DS	ISSUED FOR REVIEW	JA	JA

PROJECT DETAILS

IOR UNMANNED DIESEL STOP
CNR OF MOAMA ST & UNIVERSITY ROAD,
HAY, NSW

DRAWING TITLE

ROAD EXPANSION
TRUCK SWEPT PATH

STATUS

PRELIMINARY

DATE CREATED	ORIGINAL SCALE	SHEET
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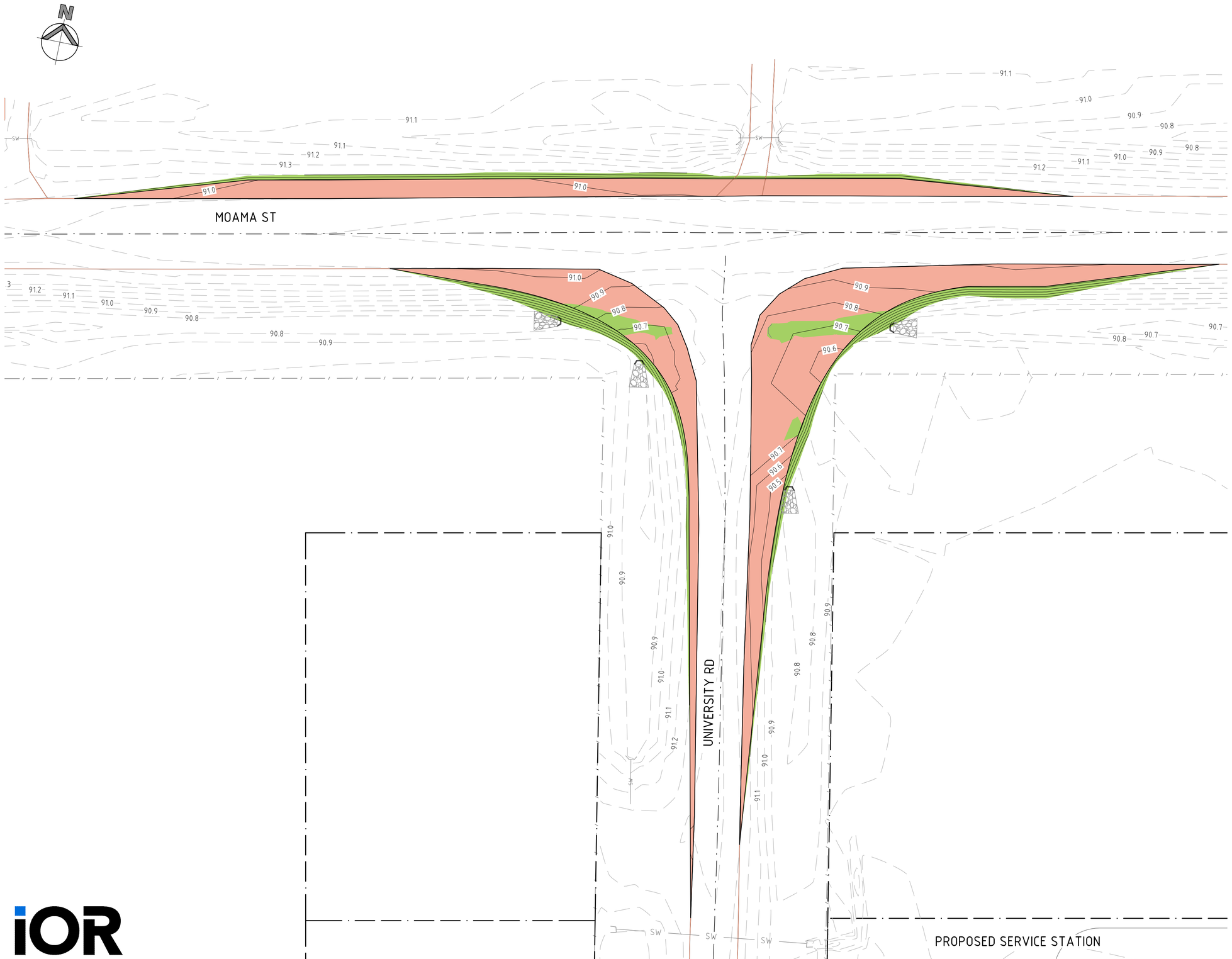
19297-HAY-SK05	A



LEGEND:

- PROPERTY BOUNDARY
- EXISTING FENCE
- 8.6 PROPOSED EARTHWORKS LEVEL CONTOUR (0.1m INTERVALS)
- 8.6 EXISTING LEVEL CONTOUR (0.1m INTERVALS)
- ESTIMATED CUT AREA
- ESTIMATED FILL AREA

BULK EARTHWORKS QUANTITIES	
BULK CUT	290m^3
BULK FILL	60m^3
NET CUT	230m^3
CLEARING	1165m^2

0 5 10 15 20 25m

SCALE 1:250

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A	08.09.23	DS	ISSUED FOR REVIEW	JA	JA
B	25.09.24	DS	INTERSECTION UPDATED	JA	JA

PROJECT DETAILS

IOR UNMANNED DIESEL STOP
CNR OF MOAMA ST & UNIVERSITY ROAD,
HAY, NSW

DRAWING TITLE

ROAD EXPANSION
BULK EATHWORKS PLAN

STATUS

PRELIMINARY

DATE CREATED	ORIGINAL SCALE	SHEET
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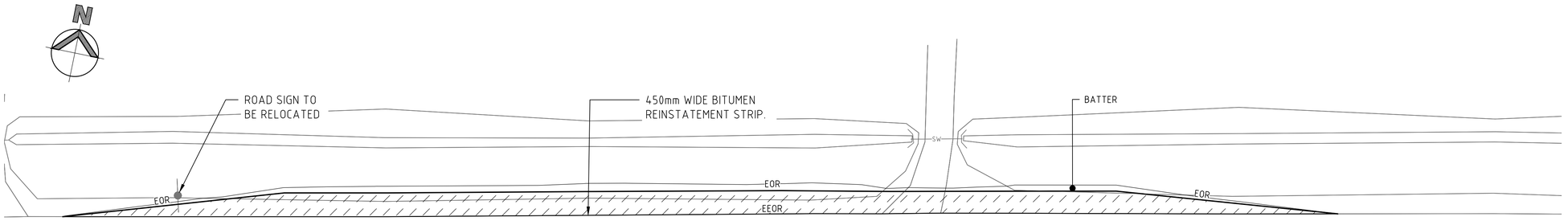
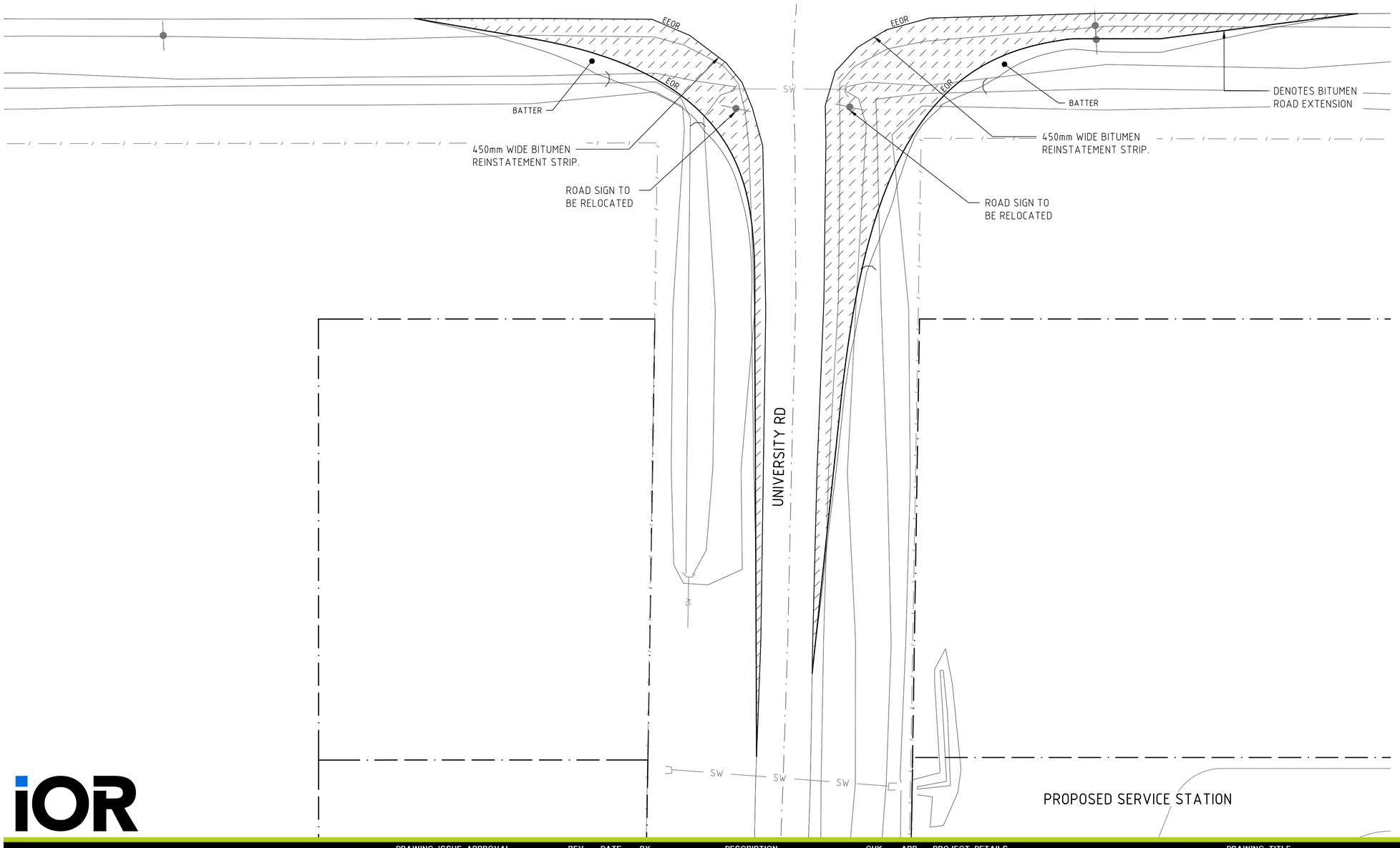


MOAMA ST

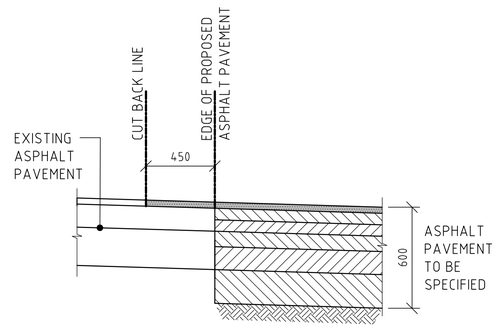


LEGEND:

- PROPERTY BOUNDARY
- EXISTING FENCE
- ROAD CENTRE LINE
- EOR — PROPOSED EDGE OF ROAD
- EEOR — EXISTING EDGE OF ROAD
- ROAD CENTRE LINE

PAVEMENT LEGEND:

ASPHALT PAVEMENT:
(APPROX.AREA 945m²)



TYPICAL PAVEMENT REINSTATEMENT DETAIL

SCALE 1 : 20

0 8 16 24 32 40m

SCALE 1:400

iOR

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B	25.09.24	DS	INTERSECTION UPDATED	JA	JA

PROJECT DETAILS

IOR UNMANNED DIESEL STOP
CNR OF MOAMA ST & UNIVERSITY ROAD,
HAY, NSW

DRAWING TITLE

ROAD EXPANSION
PAVEMENT PLAN

STATUS

PRELIMINARY

DATE CREATED	ORIGINAL SCALE	SHEET
25.08.23	1:250	A1

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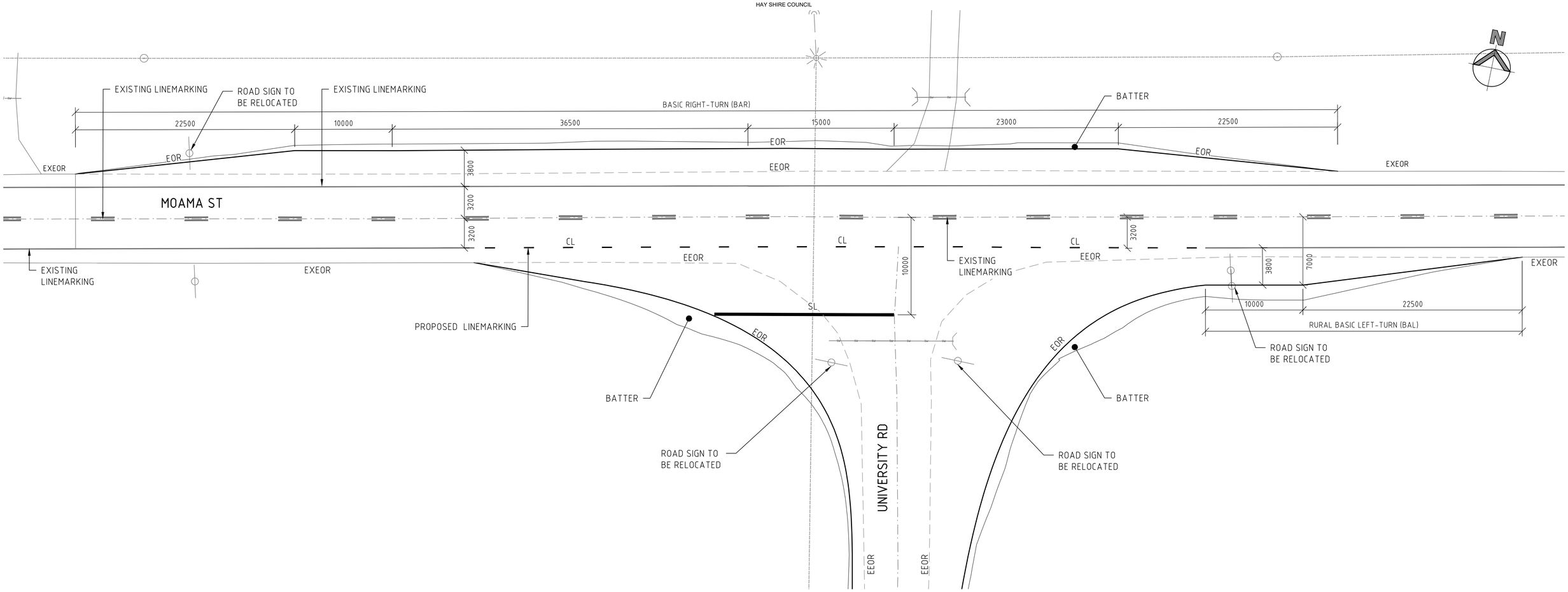

PLAN VIEW
SCALE:1:200

LONGITUDINAL LINE TYPES.

LONGITUDINAL LINES	WIDTH (mm)
DOUBLE BROKEN DIVIDING LINE (DL)	150
CONTINUITY LINE (CL)	100
OUTLINE MARKING (OM)	100
STOP LINE (SL)	300

LEGEND:

DL	DOUBLE BROKEN DIVIDING LINE
CL	CONTINUITY LINE
OM	OUTLINE MARKING
SL	STOP LINE
EOR	PROPOSED EDGE OF ROAD
EXEOR	EXISTING EDGE OF ROAD TO REMAIN
EEOR	EXISTING EDGE OF ROAD TO BE MODIFIED
	ROAD CENTRE LINE
	EXISTING ROAD SIGN

0 4 8 12 16 20m

SCALE 1:200

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A	08.09.23	DS	ISSUED FOR REVIEW	JA	JA
B	25.09.24	DS	INTERSECTION UPDATED	JA	JA

PROJECT DETAILS

IOR UNMANNED DIESEL STOP
CNR OF MOAMA ST & UNIVERSITY ROAD,
HAY, NSW

DRAWING TITLE

ROAD EXPANSION
LINE MARKING

STATUS

PRELIMINARY

DATE CREATED	ORIGINAL SCALE	SHEET
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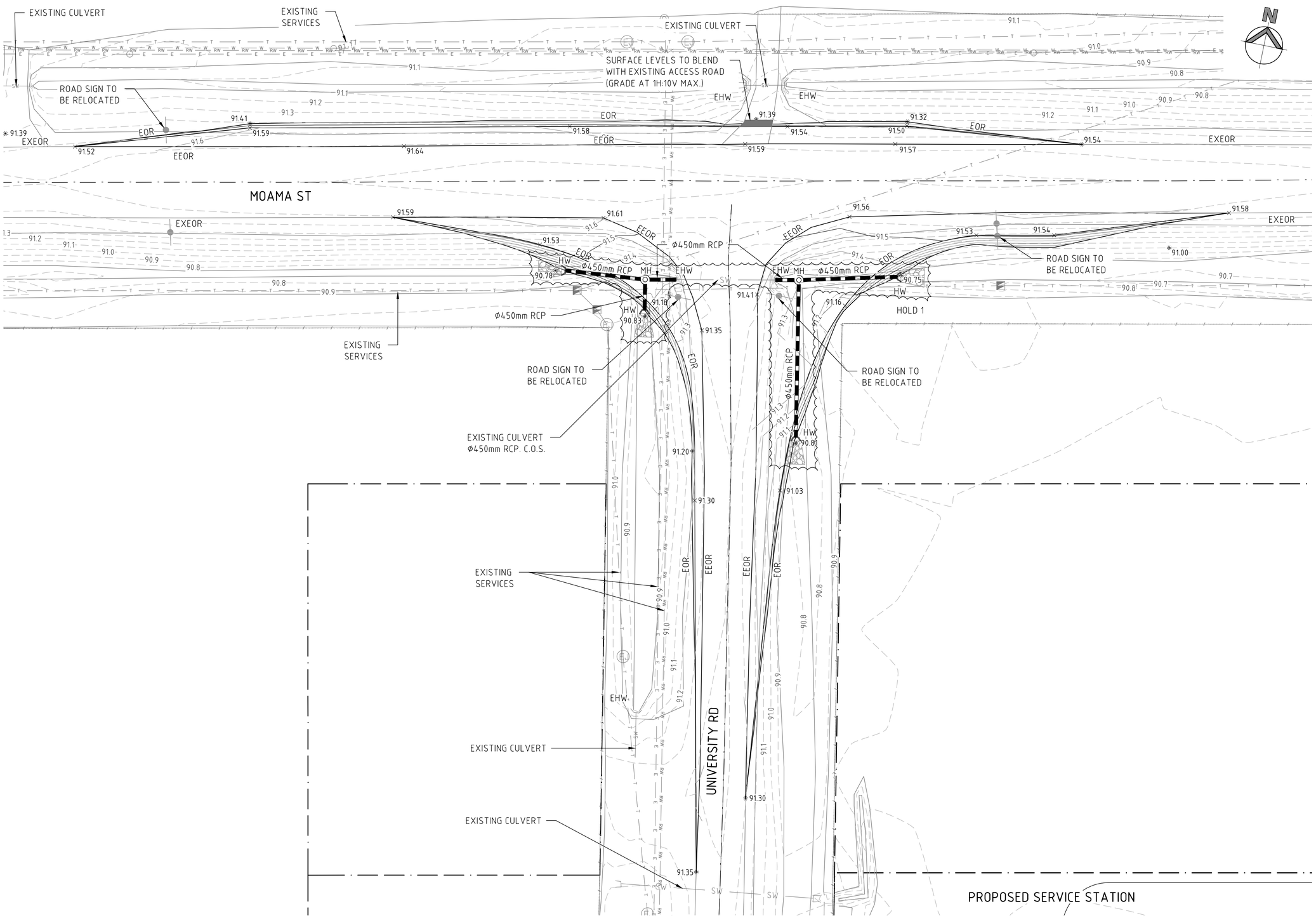

LEGEND:

- PROPERTY BOUNDARY
- EXISTING FENCE
- EXISTING CONTOURS (0.1m INTERVALS)
- EXISTING CONTOURS (0.1m INTERVALS)
- PROPOSED STORMWATER PIPE
- ROAD CENTRE LINE
- EXISTING STORMWATER LINE
- EXISTING WATER SERVICES
- EXISTING RAW WATER SERVICES
- EXISTING ELECTRICAL SERVICES
- EXISTING COMMUNICATION SERVICES
- HW PROPOSED HEAD WALL
- MH PROPOSED STORMWATER MANHOLE
- EOR PROPOSED EDGE OF ROAD
- EHW EXISTING HEAD WALL
- EEOR EXISTING EDGE OF ROAD TO BE MODIFIED
- EXEOR EXISTING EDGE OF ROAD TO REMAIN
- × 91.03 PROPOSED SURFACE LEVEL
- ✳ 91.53 EXISTING SURFACE LEVEL
- EXISTING ROAD SIGN

NOTES:

1. CONTRACTOR TO ASSESS AND CONFIRM THE CONDITION OF EXISTING CULVERT AND HEADWALL TO BE REUSED.

HOLDS:

1. INVERT LEVELS OF CULVERTS AND TABLE DRAIN TO BE CONFIRMED AT DETAILED DESIGN STAGE.

0 5 10 15 20 25m

SCALE 1:250

IOR

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A	25.08.23	DS	ISSUED FOR REVIEW	JA	JA
B	25.10.23	DS	MANHOLES ADDED	JA	JA
C	25.09.24	DS	INTERSECTION UPDATED	JA	JA

PROJECT DETAILS

IOR UNMANNED DIESEL STOP
CNR OF MOAMA ST & UNIVERSITY ROAD,
HAY, NSW

DRAWING TITLE

ROAD EXPANSION
DRAINAGE & GRADING PLAN

STATUS

PRELIMINARY

DATE CREATED	ORIGINAL SCALE	SHEET
25.08.23	1:250	A1

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DRAWING NO	REV
19297-HAY-SK01	C

The Transport Planning Partnership
Suite 402 Level 4, 22 Atchison Street
St Leonards NSW 2065

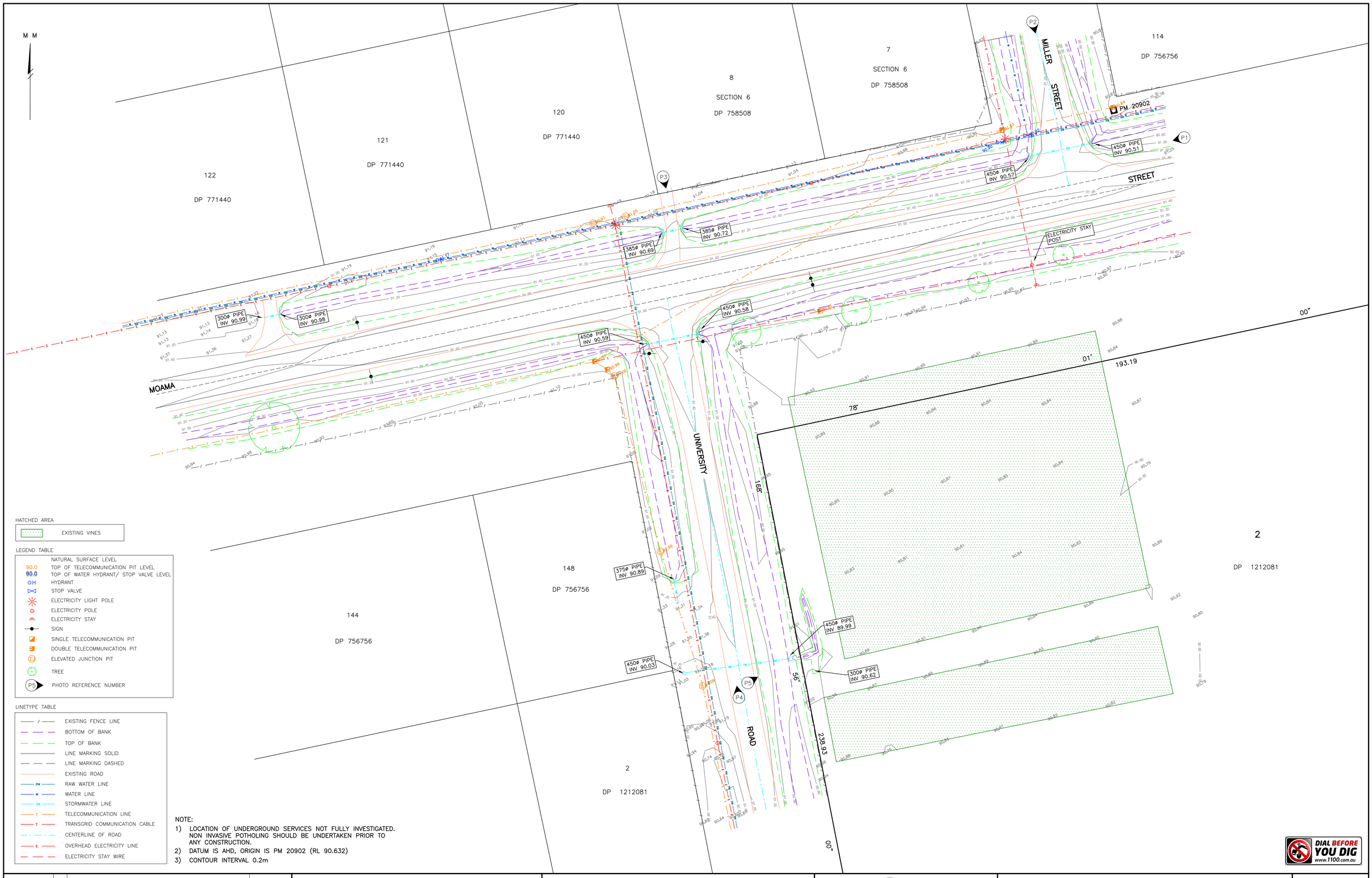
P.O. Box 237
St Leonards NSW 1590

02 8437 7800

info@ttpp.net.au

www.ttpp.net.au

ORIGINAL A1 SHEET LIABILITY LIMITED BY A SCHEME APPROVED UNDER PROFESSIONAL STANDARDS LEGISLATION



HATCHED AREA

EXISTING VINES

LEGEND TABLE

	NATURAL SURFACE LEVEL
90.0	TOP OF TELECOMMUNICATION PIT LEVEL
90.0	TOP OF WATER HYDRANT/ STOP VALVE LEVEL
OH	HYDRANT
	STOP VALVE
	ELECTRICITY LIGHT POLE
	ELECTRICITY POLE
	ELECTRICITY STAY
	SIGN
	SINGLE TELECOMMUNICATION PIT
	DOUBLE TELECOMMUNICATION PIT
E	ELEVATED JUNCTION PIT
	TREE
P5	PHOTO REFERENCE NUMBER

LINETYPE TABLE

/	EXISTING FENCE LINE
	BOTTOM OF BANK
	TOP OF BANK
	LINE MARKING SOLID
	LINE MARKING DASHED
	EXISTING ROAD
RW	RAW WATER LINE
W	WATER LINE
SW	STORMWATER LINE
T	TELECOMMUNICATION LINE
T	TRANSGRID COMMUNICATION CABLE
	CENTERLINE OF ROAD
E	OVERHEAD ELECTRICITY LINE
	ELECTRICITY STAY WIRE

NOTE:
1) LOCATION OF UNDERGROUND SERVICES NOT FULLY INVESTIGATED. NON INVASIVE POTHOLING SHOULD BE UNDERTAKEN PRIOR TO ANY CONSTRUCTION.
2) DATUM IS AHD, ORIGIN IS PM 20902 (RL 90.632)
3) CONTOUR INTERVAL 0.2m

DIAL BEFORE YOU DIG www.1100.com.au

16/05/2023	1A	ISSUE TO CLIENT	JDH
DATE	No.	ISSUE	AUTHORISED

DRAWN: RS CHECKED: JDH

COMPUTER FILES: 14096A23.dwg

COMMENTS:

phl surveyors
POLKINGHORNE HARRISON LONGHURST
115 Yambil Street, Griffith NSW 2680
13 Gibraltar Street, Bungendore NSW 2621
www.phlsurveyors.com.au

CLIENT: MORLAND PROJECTS PTY LTD

TITLE: 310 MOAMA STREET, HAY SOUTH.
LOT 2 DP 1212081
DETAIL SURVEY

DATE: 16/05/2023
FILE: PN 14096
SCALE: 1:400
A1– 525295_1A
SHEET 1 OF 1

NOTES:

1. SITE ELEMENTS AND DRAWING DETAILS PROVIDED BY IOR.
2. THE SITE CONTAINS NO SIGNIFICANT VEGETATION AREAS AROUND ENTRANCES AND EXITS TO CONSIST OF LOW SHRUBS & GROUND COVERS TO ENABLE GOOD VISIBILITY FOR SAFE MOVEMENT OF VEHICLES.
3. LANDSCAPE PLANTINGS TO BE VERIFIED WHEN DETAILED DESIGN LOCATES PROPOSED UNDERGROUND SERVICE LINES, WITH AN EMPHASIS ON DROUGHT HARDY SPECIES.
4. ALL PAVEMENT AREAS TO HAVE 150mm CONTINUOUS CONCRETE BARRIER TO LANDSCAPE AREAS.
5. THIS DRAWING IS INTENDED AS A LANDSCAPE CONCEPT DRAWING ONLY.
6. AT THE OPERATIONAL WORKS STAGE, A FULLY DETAILED LANDSCAPE PLAN WILL BE SUBMITTED, ALONG WITH ALL RELEVANT DETAILS AND PLANT SPECIES.
7. LOCAL NATIVE SPECIES WILL BE SELECTED WHERE APPROPRIATE.

SPECIES EXAMPLES:

FINAL SPECIES ARE TO BE CONFIRMED BY SUITABLY QUALIFIED LANDSCAPE DESIGNER AT DETAIL DESIGN STAGE.

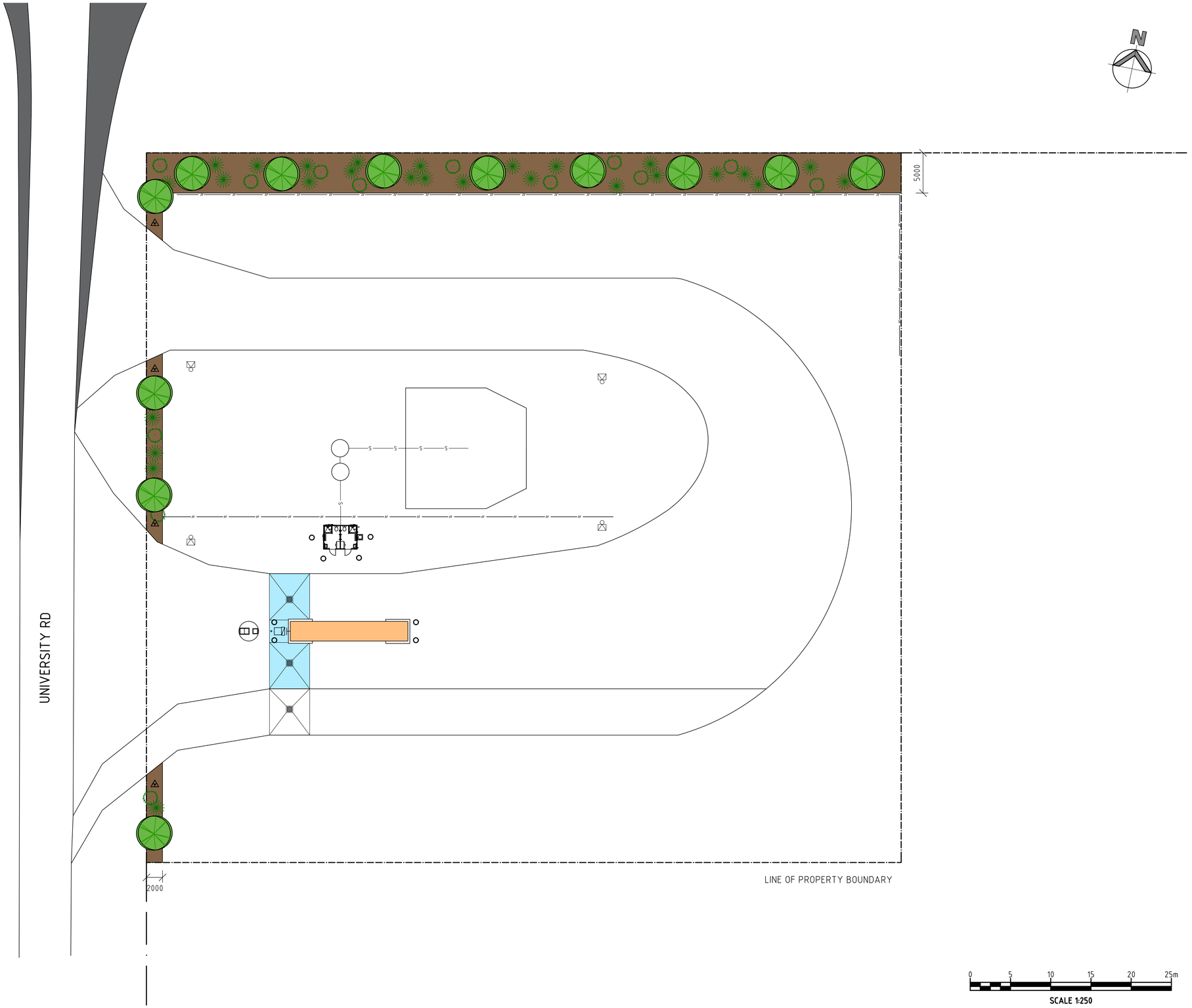
GROUNDCOVERS (SCRAMBLERS, CLIMBERS - ROCKERIES)
0-1mH COMPACT HERBACEOUS PLANTS AND SHRUBS THAT COVER THE SURFACE OF THE GROUND HELPING TO PREVENT EROSION AND WEED INVASION.
EG. ATRIPLEX, DIANELLA, PYCNOSORUS, LOMANDRA, LEIOCARPA

SHRUBS
>2mH MULTI-STEMMED WOODY PLANTS OF RELATIVELY LOW HEIGHT, VEGETATION CAN BE TO THE GROUND, ABLE TO BE PRUNED WITHOUT ADVERSELY AFFECTING PLANT HEALTH.
EG. DODONAEA, ENCHYLAENA, EREMOPHILIA, MAIREANA, RHAGODIA

TREES (SMALL)
>8mH+ COMMONLY A SINGLE TRUNKED WOODY PLANT OF SIGNIFICANT SIZE WHEN FULLY GROWN. OFTEN MAINTAINED WITH A CLEAR TRUNK TO 1.5mH FOR VISABILITY.
EG. ACACIA, BURSARIA, MELALEUCA, PITTOSPORUM, ALLOCASUARINA, BRACHYCHITON

LANDSCAPING LEGEND

	GARDEN BEDS CONSISTING OF GROUNDCOVERS, SHRUBS, & FEATURE TREES. DENSE PLANTING TO BE USED WHERE REQUIRED FOR SCREENING.
	FEATURE TREE PLANTING AMONGST GARDEN BEDS & GRASSED AREAS ARE INDICATIVE ONLY. FINAL SPECIES & SPACING TO BE DETERMINED AT DETAIL DESIGN STAGE.



0 5 10 15 20 25m

SCALE 1:250

iOR

PROJECT MANAGERS | PLANNERS | DESIGNERS | ENGINEERS

TfA Project Group

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A C N 6 1 2 1 3 2 2 3 3

DRAWING ISSUE APPROVAL

NAME: DATE:

PROFESSIONAL QUALIFICATION:

SIGNATURE:

Head office - Brisbane Ph: 61 7 3854 2900
166 Knapp Street, Fortitude Valley QLD 4006 Australia
Email: enquiry@tfa.com.au Aust Wide: 1300 794 300

REV	DATE	BY	DESCRIPTION	CHK	APP
A	27.08.25	CD	ISSUED FOR REVIEW	SM	DM
B	19.09.25	BF	ISSUED FOR REVIEW	DM	DM

PROJECT DETAILS

IOR UNMANNED DIESEL STOP
CNR OF MOAMA ST & UNIVERSITY ROAD,
HAY, NSW

DRAWING TITLE

CONCEPT LANDSCAPING PLAN

STATUS

CONCEPT

DATE CREATED	ORIGINAL SCALE	SHEET
21.08.25	1:250	A1

DO NOT SCALE THIS DRAWING. CONFIRM ALL DIMENSIONS ON SITE.

DRAWING NO	REV
19297-HAY-SK10	B

RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

iOR

SCALE BAR
0 40 80 120 160 200m
1:4000

DESCRIPTION
IOR UNMANNED DIESEL STOP

310 MOAMA STREET
HAY SOUTH NSW 2711 AUSTRALIA

DRAWING TITLE
LOCALITY

STATUS
DA ISSUE

DRAWN	DATE CREATED	DRAWING NO.	REV
LD	19.09.2025	2023HA-001	J

A1 SCALE 1:250 | A3 SCALE 1:500 | SHEET

HAY SHIRE COUNCIL

STURT HWY

N

ROAD WIDENING

LEGEND:
- TANK FOUNDATION, 70m²
- CONCETE BUNDING, 60m²
- BITUMEN SEAL, 2929m²
- ROAD WIDENING, 945m²
- LANDSCAPING, 547m²
- FUTURE CONCRETE BUNDING, 435m²
- FUTURE BITUMEN SEAL, 30m²

RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

93788

PROPOSED ONSITE SEWAGE TREATMENT SYSTEM

ENTRY

UNIVERSITY RD

29254

5000

LANDSCAPING

NOMINAL 2m HIGH TIMBER SCREEN FENCE 90m LONG

NOMINAL 2m HIGH TIMBER SCREEN FENCE 20m LONG

ENTRY ONLY SIGNAGE

NOMINAL 215m² DISPERSAL AREA FOR TREATED WATER FROM ABLUTION BLOCK. AREA TO BE DESIGNED AND SYSTEM TO BE INSTALLED TO COMPLY WITH RELEVENT CODES AND PLANNING APPROVALS

DOUBLE ABLUTION BLOCK

15000

NOMINAL 2.4m HIGH DOUBLE LAPPED TIMBER ACOUSTIC FENCE 56m LONG

88195

T-BAR TANK LIGHTING WITH ANTI-GLARE SHIELDS

80/15kL DIES/ADBLUE

53628

47718

FUTURE ADDITIONAL FUELING LANE

4 x 6m HIGH FLOOD LIGHT WITH ANTI-GLARE SHIELDS

OE30 OILY WATER TREATMENT SYSTEM

EXIT ONLY SIGNAGE

EXIT

2000

iOR

SCALE BAR
0 6 12 18 24 30m
1:600

DESCRIPTION
IOR UNMANNED DIESEL STOP

310 MOAMA STREET
HAY SOUTH NSW 2711 AUSTRALIA

DRAWING TITLE
PROPOSED SITE LAYOUT

STATUS
DA ISSUE

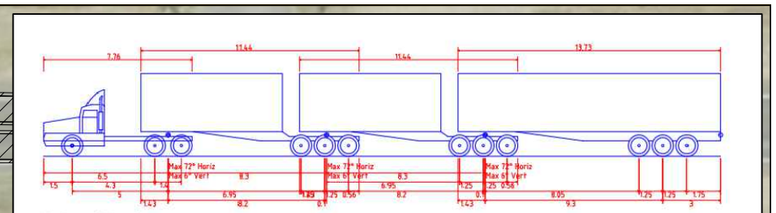
DRAWN	DATE CREATED	DRAWING NO.	REV
LD	19.09.2025	2023HA-002	J

A1 SCALE 1:250 | A3 SCALE 1:500 | SHEET

HAY SHIRE COUNCIL

STURT HWY

UNIVERSITY RD



RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

80/15kL DIES/ADBLUE

SCALE BAR 0 6 12 18 24 30m 1:600	DESCRIPTION: IOR UNMANNED DIESEL STOP 310 MOAMA STREET HAY SOUTH NSW 2711 AUSTRALIA	DRAWING TITLE: PROPOSED SWEPT PATHS	STATUS: DA ISSUE DRAWN LD · DATE CREATED 19.09.2025 · DRAWING NO. 2023HA-003 · REV J A1 SCALE 1:250 · A3 SCALE 1:500 · SHEET

HAY SHIRE COUNCIL

RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

N

CONCRETE BUNDING

T-BAR TANK LIGHTING WITH ANTI-GLARE SHIELDS

TANK PLINTH

TANK PLINTH

OE30 OILY WATER SYSTEM

W W W W W

OW

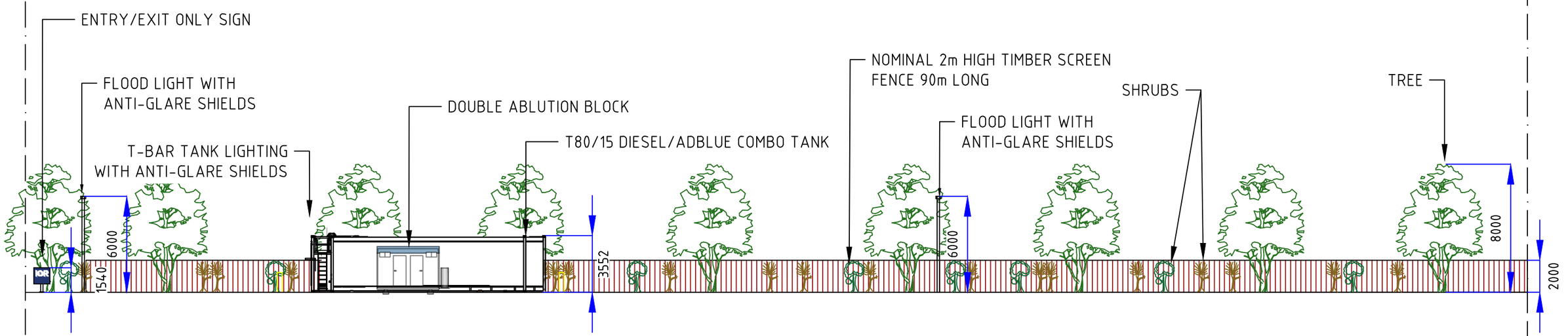
80/15kL DIES/ADBLUE

FALL

FUTURE CONCRETE BUNDING

iOR	SCALE BAR 0 1 2 3 4 5m 1:100	DESCRIPTION: IOR UNMANNED DIESEL STOP 310 MOAMA STREET HAY SOUTH NSW 2711 AUSTRALIA	DRAWING TITLE: FUEL DISPENSING AREA	STATUS: DA ISSUE	
				DRAWN LD / DATE CREATED 19.09.2025 / DRAWING NO. 2023HA-004 / REV J	
				A1 SCALE 1:250	A3 SCALE 1:500 / SHEET

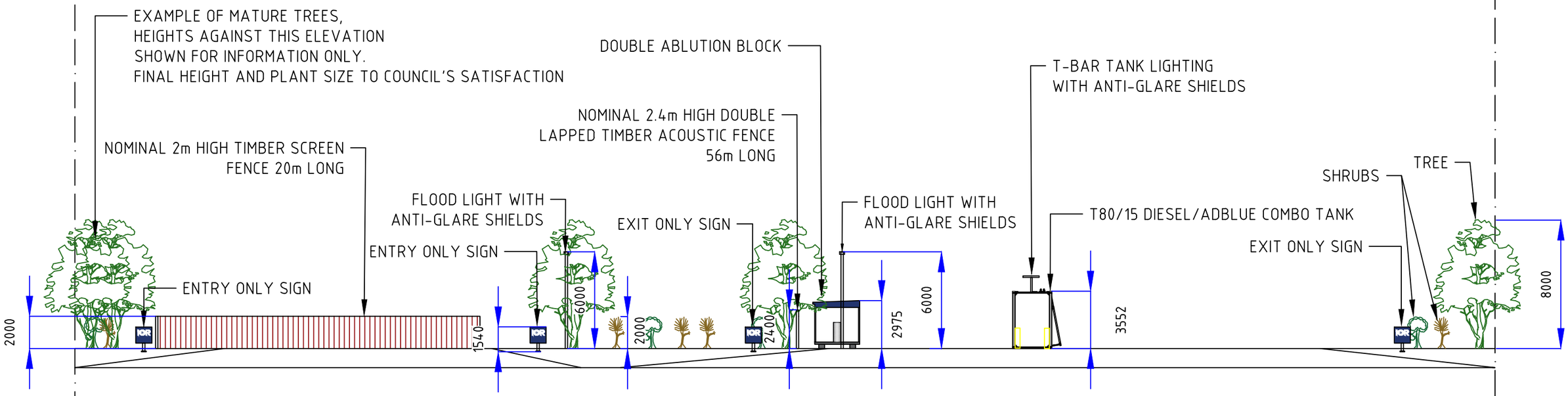
RPD
LOT 2 ON 2/1212081
AREA: 8217m^2
LGA: HAY SHIRE
LOCALITY: HAY SOUTH



A ELEVATION SOUTH TO NORTH
1:250

iOR	SCALE BAR	DESCRIPTION: IOR UNMANNED DIESEL STOP 310 MOAMA STREET HAY SOUTH NSW 2711 AUSTRALIA	DRAWING TITLE: ELEVATION SOUTH TO NORTH	STATUS: DA ISSUE		
				DRAWN: LD	DATE CREATED: 19.09.2025	DRAWING NO.: 2023HA-005 / REV: J
				A1 SCALE: 1:250	A3 SCALE: 1:500	SHEET

RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH



B ELEVATION WEST TO EAST
1:250

iOR	SCALE BAR	DESCRIPTION IOR UNMANNED DIESEL STOP 310 MOAMA STREET HAY SOUTH NSW 2711 AUSTRALIA	DRAWING TITLE ELEVATION WEST TO EAST	STATUS DA ISSUE	
				DRAWN LD / DATE CREATED 19.09.2025 / DRAWING NO. 2023HA-006 / REV J	
				A1 SCALE 1:250 / A3 SCALE 1:500 / SHEET	

HAY SHIRE COUNCIL

N

RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

LEGEND:
APZ INNER PROTECTION AREA
50m DEVELOPMENT FOOTPRINT OFFSET
50m DIESEL FUEL TANK & DISPENSER OFFSET

50m OFFSET FROM FUEL TANK & DISPENSERS

50m OFFSET FROM EDGE OF PAVEMENT

50000

80/15kL DIES/ADBLUE

50000

iOR	SCALE BAR 0 7 14 21 28 35m 1:700	DESCRIPTION IOR UNMANNED DIESEL STOP 310 MOAMA STREET HAY SOUTH NSW 2711 AUSTRALIA	DRAWING TITLE APZ - INNER PROTECTION AREA

STATUS: DA ISSUE

DRAWN	DATE CREATED	DRAWING NO.	REV
LD	19.09.2025	2023HA-007	J

A1 SCALE 1:250 | A3 SCALE 1:500 | SHEET

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View indicative only

DRAWING LIST		
SHEET NUMBER	SHEET NAME	CURRENT REVISION
A000	TITLE PAGE	B
A200	PLAN	B
A300	ELEVATIONS	B
A500	SALES SCHEDULES	B

200228D

THE TRUSTEE FOR IOR PROPERTY TRUST
MULTIPLE SITES
QLD

4.2 x 3.0m ABLUTION

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ABN: 71 083 902 309

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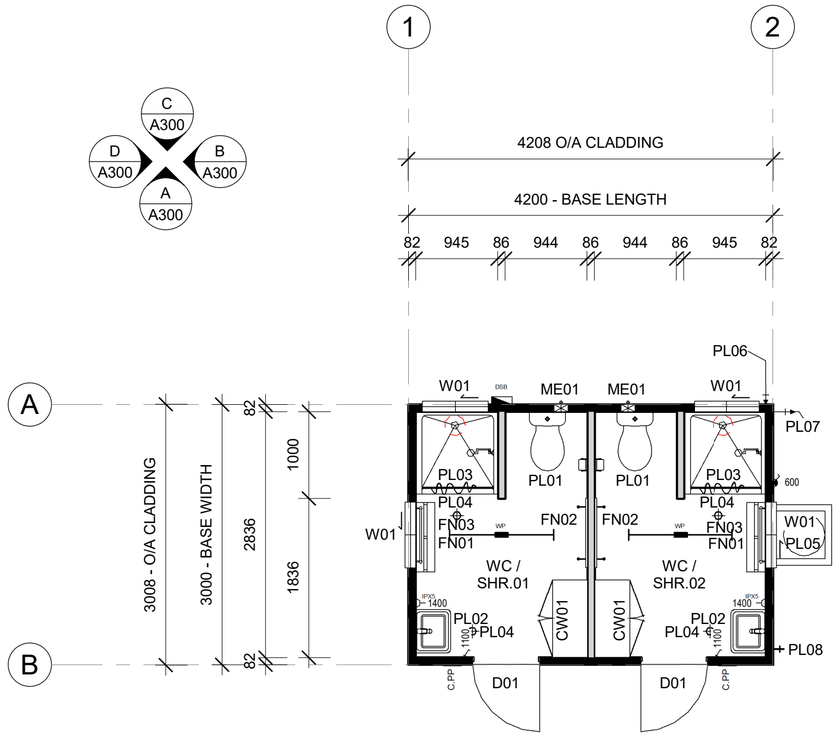
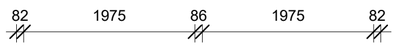


1 PLAN
1 : 50



WIND REGION:		B
TERRAIN CATEGORY:		2
IMPORTANCE LEVEL:		2
SHIELDING FACTOR:		NS
BUILDING CLASS:		10a
FLOOR LOADS	DISTRIBUTED (kPa):	2.0
	CONCENTRATED (kN):	1.8
CLIMATE ZONE:		2

NORTH

FLOOR LOADS CALCULATED FROM AS1170.1 - 2002.
WIND SPEED CALCULATED FROM AS1170.2 - 2011.
BUILDING CLASS, IMPORTANCE LEVEL, PROBABILITY OF EXCEEDANCE, WIND REGION, TERRAIN CATEGORY, TOPOGRAPHIC CLASIFICATION, SHIELDING FACTOR, CLIMATE ZONE & NORTH POINT ARE ASSUMED UNLESS OTHERWISE ADVISED BY CLIENT.

ROOM SCHEDULE

NAME	AREA
WC / SHR.01	5.52 m²
WC / SHR.02	5.52 m²

FINISHES SCHEDULE

FLOOR COVERING	2mm VINYL - SLIP RESISTANT - WC / SHR AREAS ONLY - 500mm COVED
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL
WALL LINING - INTERNAL	3.6mm POLYESTER COATED PLYWOOD
CEILING LINING - INTERNAL	3.6mm COATED PLYWOOD
ROOF SHEETING	0.42mm BMT SUPERDEK ROOFING

ITEM LIST

ITEM	QTY	DESCRIPTION
Casework		
CW01	2	CUPBOARD (LOCKABLE) w/ LEGS UNDER, 2 DOOR & 4 SHELVES - 900 x 400 x 2100H
Furniture		
FN01	2	BENCH SEAT, SLATTED TIMBER - 220mm WIDE - 800mm LONG - 450mm HIGH
FN02	2	COAT HOOKS ON TIMBER RAIL - 800L
FN03	2	TOWEL RAIL, CHROME PLATED - 600mm LONG
Plumbing Fixtures		
PL01	2	WC SUITE c/w TOILET ROLL HOLDER
PL02	2	HAND BASIN, STAINLESS STEEL (HOT & COLD FLICKMIXER) w/ 300mm SPLASHBACK & MIRROR (STAINLESS STEEL)
PL03	2	SHOWER CUBICLE, FIBREGLASS - 945 x 945
PL04	4	FLOOR WASTE
PL05	1	HOT WATER SYSTEM, MOUNTED EXTERNALLY - 125Ltr, 1x3.6kW
PL06	1	WATER INLET
PL07	1	WASTE MANIFOLD OUTLET
PL08	1	HOSE COCK w/ VACUUM BREAK (VANDAL PROOF)

GENERAL NOTES

- NO ALLOWANCE OF SECTION J ENERGY EFFICIENCY
- NO ALLOWANCE FOR COMPLIANCE WITH AS1428.1 - 2009 (DESIGN FOR ACCESS & MOBILITY)
- NO ALLOWANCE FOR FIRE SEPARATION FROM EXISTING BUILDINGS / STRUCTURES ON SITE
- NO ALLOWANCE FOR FIRE FIGHTING EQUIPMENT
- LANDING & STAIRS/RAILINGS INSTALL ON SITE BY OTHERS

SYMBOL LEGEND

- DSB — ELECTRICAL SWITCHBOARD
- LIGHT SWITCH, SINGLE
- ISOLATION SWITCH
- IPX5 — GPO, SINGLE POLE - 1x10A IPX5
- C.PP — CONDUIT - PINPAD PROVISION (PINPAD BY OTHERS) (WALL PENETRATION BY ATCO - 235H - 172W - 26D) (200 DOOR FRAME TO PAD CENTRE - BOTTOM OF PAD AT LOCKING MECHANISM HEIGHT)
- WP — LIGHT - 40W LED BATTEN - IP65
- PLUMBING WATER INLET POINT
- PLUMBING WASTE MANIFOLD OUTLET POINT

CONFIRM DETAILS OF SET OUTS, LEVELS AND CRITICAL DIMENSIONS ON SITE PRIOR TO SHOP DRAWINGS AND FABRICATION
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REV	DESCRIPTION	DATE	BY	CHK'D
A	ISSUED FOR REVIEW	06.08.20	VT	
B	LAYOUT CHANGED AS PER CLIENT, ADDED HOSE COCK, ADDED LOCK TO DSB, ADDED CUPBOARDS	31.08.20	VT	

ATCO
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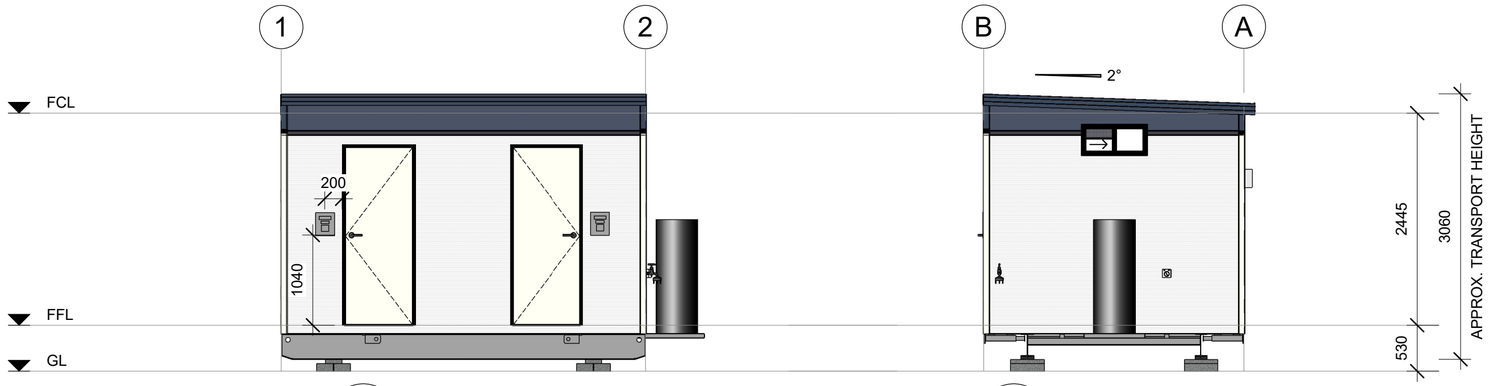
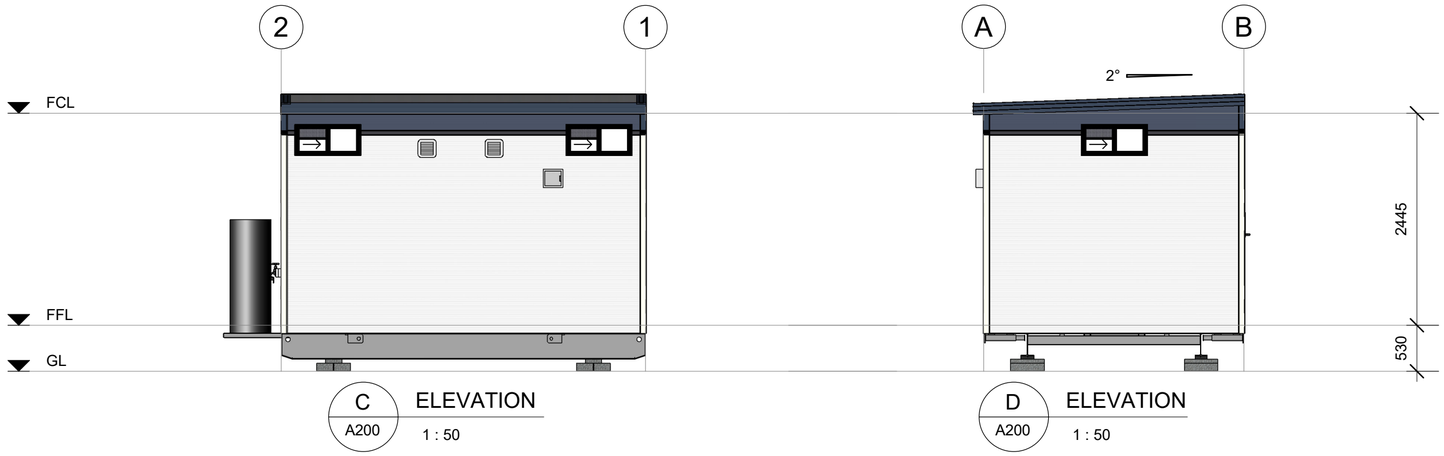
FAX: (07) 3412 8699
ABN: 71 083 902 309

CLIENT: THE TRUSTEE FOR IOR PROPERTY TRUST
DESCRIPTION: 4.2 x 3.0m ABLUTION
ADDRESS: MULTIPLE SITES QLD
TITLE: PLAN
PROJECT No.:
SCALE AT A2: 1 : 50
DRAWING NUMBER: 200228D -A200
REVISION: B
31/08/2020 3:13:54 PM

H:\02 Projects\2020\02-February\200228_IOR Petroleum_BNE\02 Drawings\200228D_ABLUTION.rvt

ISSUED FOR REVIEW





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REV	DESCRIPTION	DATE	BY	CHK'D
A	ISSUED FOR REVIEW	06.08.20	VT	
B	LAYOUT CHANGED AS PER CLIENT, ADDED HOSE COCK, ADDED LOCK TO DSB, ADDED CUPBOARDS	31.08.20	VT	

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FAX: (07) 3412 8699
ABN: 71 083 902 309

CLIENT: THE TRUSTEE FOR IOR PROPERTY TRUST
DESCRIPTION: 4.2 x 3.0m ABLUTION
ADDRESS: MULTIPLE SITES QLD

TITLE: ELEVATIONS
PROJECT No.:
SCALE AT A2: 1 : 50
DRAWING NUMBER: 200228D -A300
REVISION: B

31/08/2020 3:14:11 PM

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ISSUED FOR REVIEW

BASEFRAME SCHEDULE	
DESCRIPTION	CENTRE TO CENTRE
310 UB SKID BEAMS	2000

FLOORING SCHEDULE	
ITEM	DESCRIPTION
FLOOR - 75mm JOISTS, 18mm CFC WITH SLIP RESISTANT VINYL (COVED)	
FLOOR FRAMING	75mm STEEL JOIST (REFER STRUCTURAL SPECIFICATION)
FLOORING	18mm COMPRESSED FIBRE CEMENT (CFC)
FLOOR COVERING	2mm VINYL - SLIP RESISTANT - WC / SHR AREAS ONLY - 500mm COVED

WALL SCHEDULE	
ITEM	DESCRIPTION
WALL - EXT PLY / MRIB (TOP BAND)	
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL
WALL LINING - INTERNAL	3.6mm POLYESTER COATED PLYWOOD
SISALATION	YES
FRAMING	78mm STEEL STUD (REFER STRUCTURAL SPECIFICATION)
WALL - INT PLY / PLY	
WALL LINING - INTERNAL	3.6mm POLYESTER COATED PLYWOOD
FRAMING	78mm STEEL STUD (REFER STRUCTURAL SPECIFICATION)

CEILING & ROOF SCHEDULE	
ITEM	DESCRIPTION
CEILING (INTERNAL) - 75mm w/ PLY LINING	
CEILING LINING - INTERNAL	3.6mm COATED PLYWOOD
JOIST	75mm JOIST (REFER STRUCTURAL SPECIFICATION)
ROOF - SUPERDEK (0.42mm) FNQ w SISALATION	
INSULATION	R2.3 FOIL BACKED FIBREGLASS INSULATION
BIRD PROOFING	YES
SISALATION	YES
ROOF SHEETING	0.42mm BMT SUPERDEK ROOFING

FINISHES SCHEDULE		
ITEM	DESCRIPTION	COLOUR/ TREATMENT
FLOOR COVERING	2mm VINYL - SLIP RESISTANT - WC / SHR AREAS ONLY - 500mm COVED	SILVER
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL	BLACK BAND
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL	DEEP OCEAN
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL	SURFMIST
WALL LINING - INTERNAL	3.6mm POLYESTER COATED PLYWOOD	GREY EMBOSS
SKIRTING	PVC	GREY
WALL JOINT - PLY LINING	PVC	GREY
CORNICE	PVC	GREY
CEILING LINING - INTERNAL	3.6mm COATED PLYWOOD	SILVER CLOUD
ROOF SHEETING	0.42mm BMT SUPERDEK ROOFING	ZINCALUME
EXTERNAL DOOR LEAF	COLORBOND	SURFMIST
EXTERNAL DOOR FRAME	COLORBOND	NIGHT SKY
WINDOW FRAME	POWDERCOATED	BLACK
WINDOW ARCHITRAVE	PVC	GREY
FASCIA	COLORBOND - DEEP OCEAN	
GUTTER	HI-SQUARE, COLORBOND	DEEP OCEAN
VERTICAL CORNER ANGLE	COLORBOND - BLACK	
VERTICAL CORNER ANGLE	COLORBOND - DEEP OCEAN	
VERTICAL CORNER ANGLE	COLORBOND - SURFMIST	

GENERAL NOTES

- NO ALLOWANCE OF SECTION J ENERGY EFFICIENCY

- NO ALLOWANCE FOR COMPLIANCE WITH AS1428.1 - 2009 (DESIGN FOR ACCESS & MOBILITY)

- NO ALLOWANCE FOR FIRE SEPARATION FROM EXISTING BUILDINGS / STRUCTURES ON SITE

- NO ALLOWANCE FOR FIRE FIGHTING EQUIPMENT

- LANDING & STAIRS/RAILINGS INSTALL ON SITE BY OTHERS

FITTINGS SCHEDULE		
ITEM	DESCRIPTION	QTY
Casework		
CW01	CUPBOARD (LOCKABLE) w/ LEGS UNDER, 2 DOOR & 4 SHELVES - 900 x 400 x 2100H	2
Electrical Fixtures		
	CONDUIT - PINPAD PROVISION (PINPAD BY OTHERS) (WALL PENETRATION BY ATCO - 235H - 172W - 26D) (200 DOOR FRAME TO PAD CENTRE - BOTTOM OF PAD AT LOCKING MECHANISM HEIGHT)	2
	ELECTRICAL - SWITCHBOARD, LOCKABLE (1 PHASE)	1
	GPO, SINGLE POLE - 1x10A IPX5	2
	ISOLATION SWITCH FOR HOT WATER SYSTEM	1
Furniture		
FN01	BENCH SEAT, SLATTED TIMBER - 220mm WIDE - 800mm LONG - 450mm HIGH	2
FN02	COAT HOOKS ON TIMBER RAIL - 800L	2
FN03	TOWEL RAIL, CHROME PLATED - 600mm LONG	2
Lighting Fixtures		
	LIGHT - 40W LED BATTEN - IP65	2
	LIGHT SWITCH, SINGLE	2
Plumbing Fixtures		
PL01	WC SUITE c/w TOILET ROLL HOLDER	2
PL02	HAND BASIN, STAINLESS STEEL (HOT & COLD FLICKMIXER) w/ 300mm SPLASHBACK & MIRROR (STAINLESS STEEL)	2
PL03	SHOWER CUBICLE, FIBREGLASS - 945 x 945	2
PL04	FLOOR WASTE	4
PL05	HOT WATER SYSTEM, MOUNTED EXTERNALLY - 125Ltr, 1x3.6kW	1
PL06	WATER INLET	1
PL07	WASTE MANIFOLD OUTLET	1
PL08	HOSE COCK w/ VACUUM BREAK (VANDAL PROOF)	1

DOOR SCHEDULE

No.	DOOR LEAF	SIZE H	SIZE W	DOOR FRAME	DOOR HARDWARE: HANDLE TYPE	DOOR HARDWARE: LOCKING	DOOR HARDWARE: CLOSER	DOOR HARDWARE: SEALS	QTY	COMMENTS
D01	HOLLOW CORE MC	2040	770	COLORBOND	LEVER	CLASSROOM ELECTRIC STRIKE w/ INDICATOR BOLT	Yes		2	KEYED ALIKE

WINDOW SCHEDULE

No.	TYPE	GLAZING TYPE	SIZE H	SIZE W	SILL HEIGHT	MOULDS	SECURITY	QTY	COMMENTS
W01	SLIDING, PV	3mm OBSCURE	350	750	1960	PVC	-	4	

MECHANICAL SCHEDULE

No.	DESCRIPTION	SILL HEIGHT	QTY	COMMENTS
ME01	EXHAUST FAN, WALL MOUNTED	1960	2	

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A	ISSUED FOR REVIEW	06.08.20	VT	
B	LAYOUT CHANGED AS PER CLIENT, ADDED HOSE COCK, ADDED LOCK TO DSB, ADDED CUPBOARDS	31.08.20	VT	

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ADDRESS: MULTIPLE SITES QLD
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DRAWING NUMBER: 200228D -A500
REVISION: B

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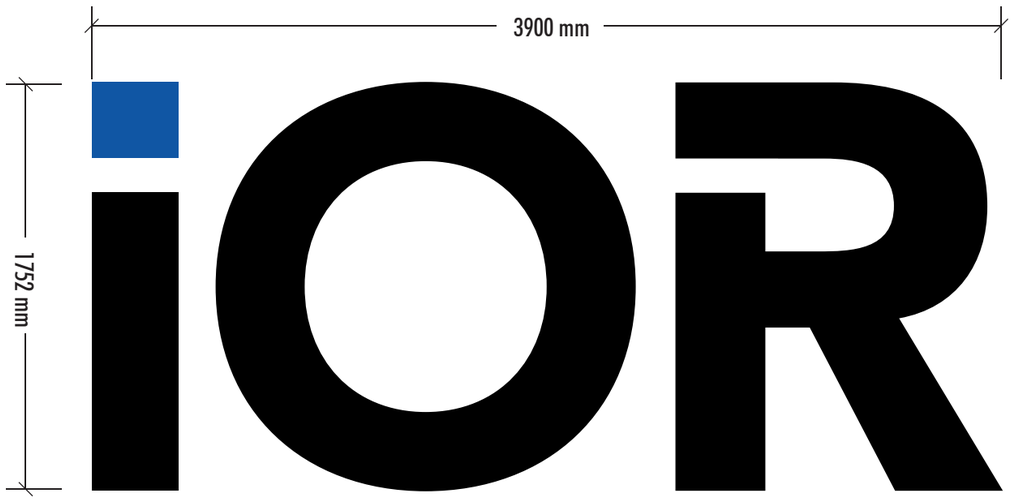
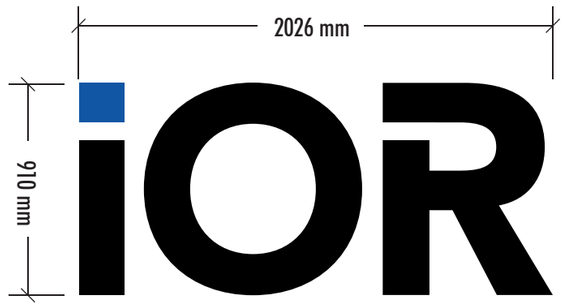
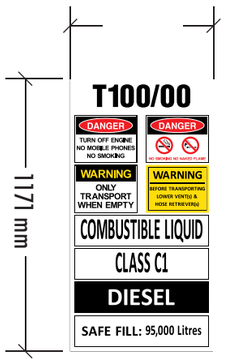
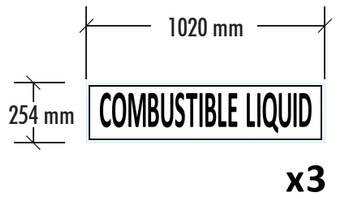
SIGN NAME: TANK CONTAINER GRAPHICS

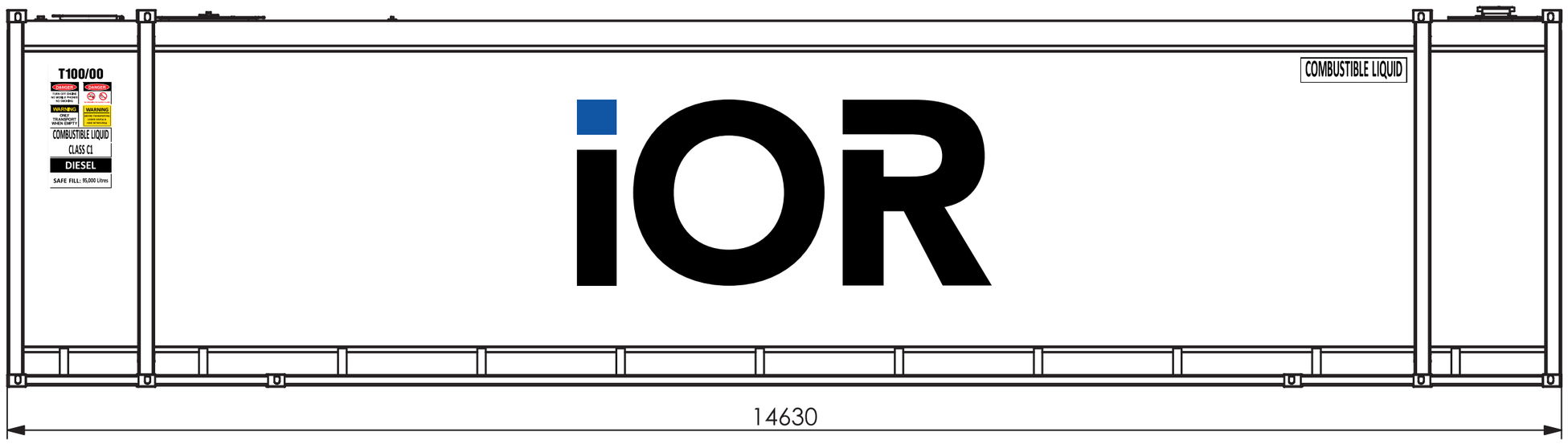
HAY SHIRE COUNCIL

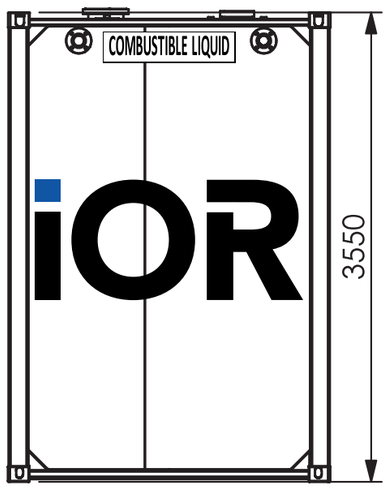












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FILE NAME: IOR Petroleum Generic Site Signage.ai	**CLIENT :** IOR Petroleum						
FILE PATH: S:\CLIENTS\IOR Petroleum\Generic\Drawings\Design			**SHEET SIZE** A3	**SHEET UNITS** MM	**SHEET SCALE** NTS	**NOT FOR CONSTRUCTION**	

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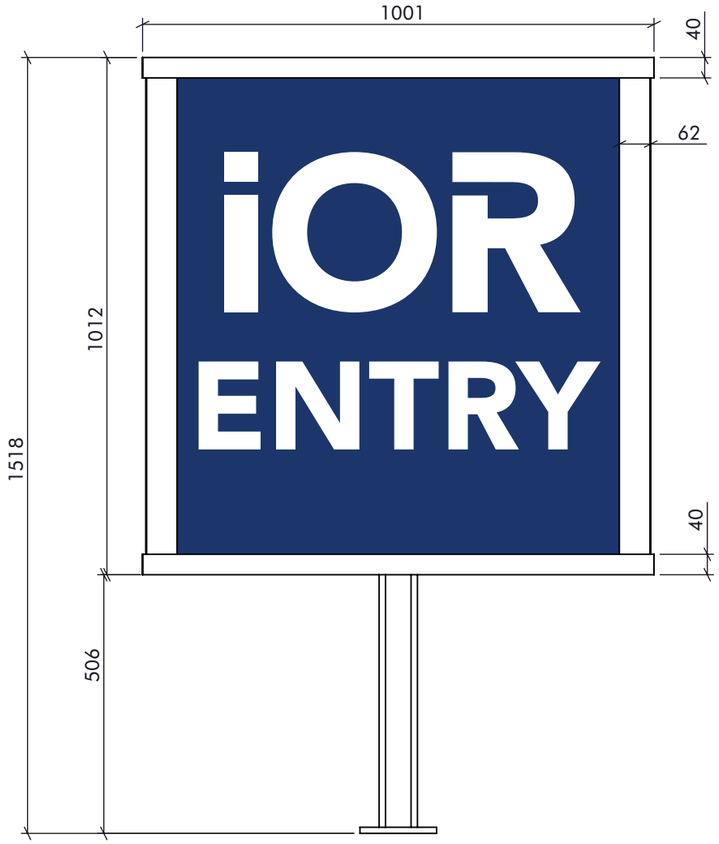

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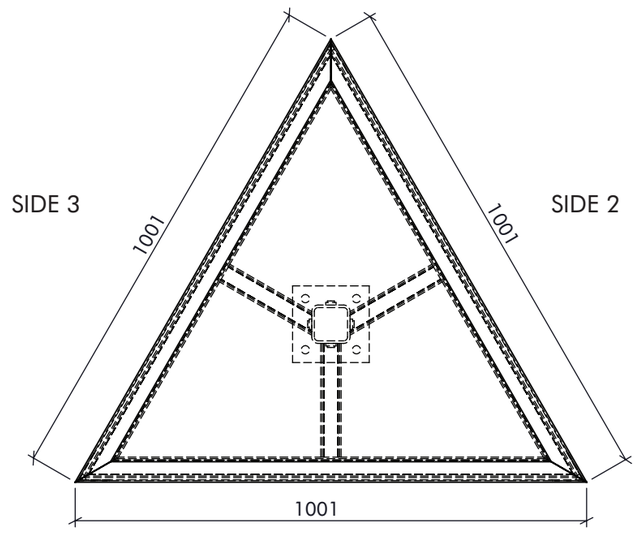
Mitre corners of angle keeper



SIDE 1

SIDE 2

SIDE 3

COLOURS:

- PMS 288C
- OPAL FACE PANEL
- PMS 485C

CONSTRUCTION DETAILS:

ENTRY/EXIT SIGNS
3 SIDED

40x40 shs frame with acm fitted to face of sign area.
Opal polycarb face panels decorated with vinyl cut text.
MAIN Leg is 75x75mm steel with baseplate

PROJECT: IOR Petroleum Generic Site Signage	**JOB NUMBER:** CONCEPTS	**PAGE NO:** 05/21	**DRAWN BY:** NO	**DATE DRAWN:** 22/07/19	**REVISION NUMBER:** 07	**CLIENT APPROVAL**	**PROJECT MANAGER**
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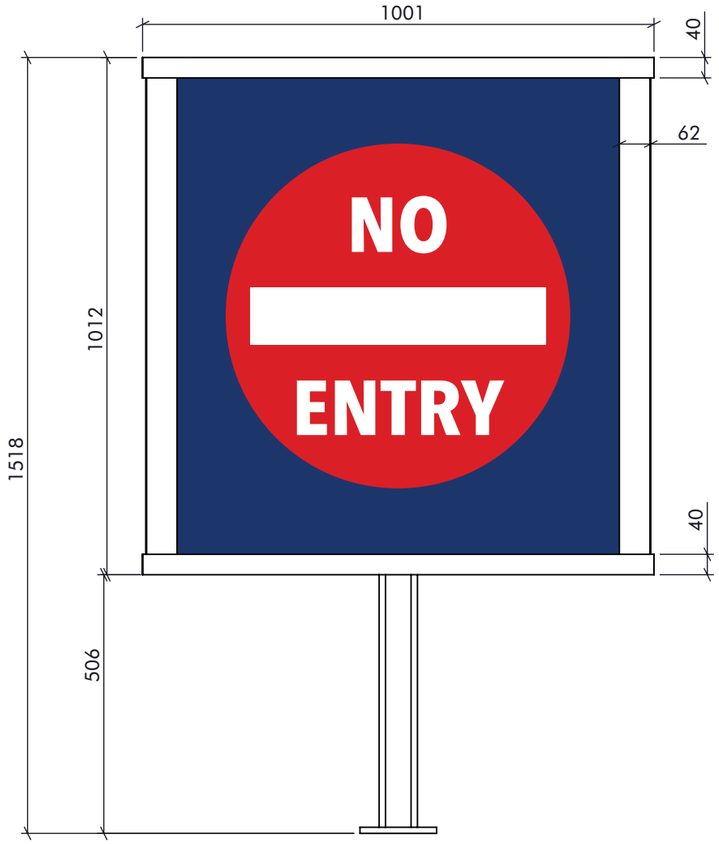

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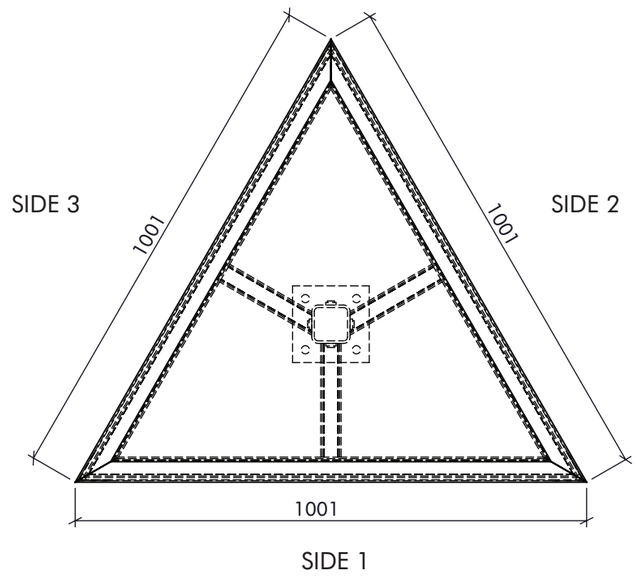

SIDE 1

SIDE 2

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40x40 shs frame with acm fitted to face of sign area.
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FILE PATH: S:\CLIENTS\IOR Petroleum\Generic\Drawings\Design			**SHEET SIZE** A3	**SHEET UNITS** MM	**SHEET SCALE** NTS	**NOT FOR CONSTRUCTION**	

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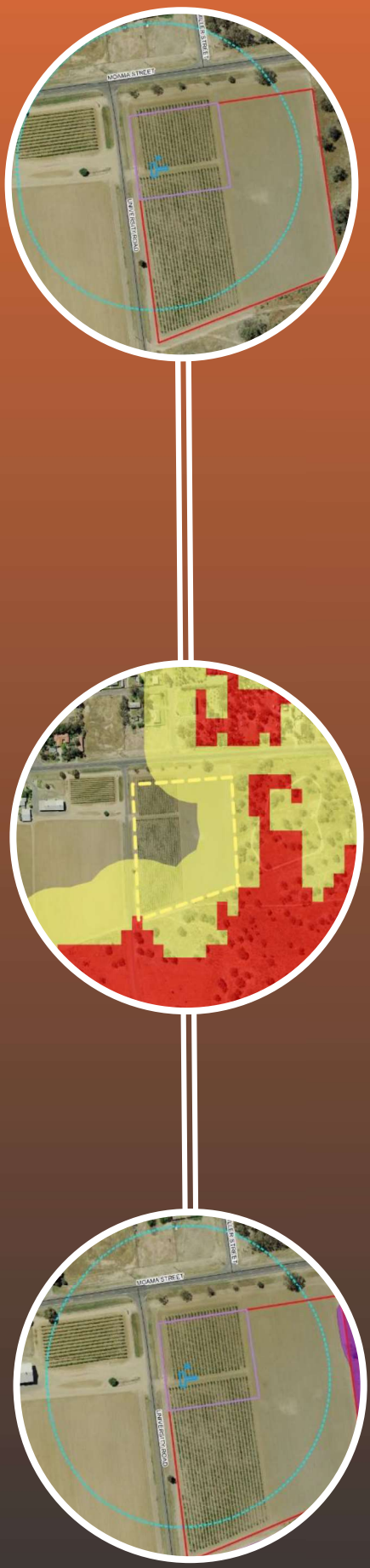
ATTACHMENT B

Bushfire Assessment Report

Proposed:
Unmanned refuelling facility

At:
310 Moama Street, Hay South NSW

Reference Number: 250636



3rd April 2025

Prepared By:
Building Code & Bushfire Hazard Solutions Pty Limited

Tel: (02) 9457 6530

PO Box 124
Berowra NSW 2081
ABN 19 057 337 774

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SILVER MEMBER
Fire Protection Association Australia

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- Attachments

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Section 4.14 applications (under the Environmental Planning and Assessment Act 1979) and all infill development applications *may be* referred by Council to the NSW Rural Fire Service for review and concurrence during the DA process. S100B applications under the Rural Fires Act 1997 (subdivisions and Special Fire Protection Purpose Developments), Flame Zone determinations and Alternate Solutions *must be* referred by Council to the NSW Rural Fire Service for review and receipt of a Bushfire Safety Authority (BSA) or other such recommended conditions from the NSW Rural Fire Service before the consent can be granted.

The onus is on the applicant to cross reference this document with any conditions of consent issued by Council or any requirements supplied by the NSW Rural Fire Service following development approval. BCBHS can review and cross reference these documents however the onus is on the applicant to provide them to us and request this review – Building Code and Bushfire Hazard Solutions Pty. Ltd. is not in a position to track every DA through Council and we rely upon the applicant to undertake this role as project co-ordinator.

Where any discrepancy between this document and the development approval or the NSW Rural Fire Service requirements is found, the conditions of consent always take precedence until such time as an application to review, amend or vary these conditions is approved.

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Version Control				
Version	Date	Author	Reviewed by	Details
1	3/04/2025	Duncan Armour	Andrew Muirhead	Final Report

List of Abbreviations:

APZ	Asset Protection Zone
AS3959	Australian Standard 3959 – 2018 as amended
BAL	Bushfire Attack Level
BCA	Building Code of Australia
BPMs	Bushfire Protection Measures
BPLM	Bushfire Prone Land Map
Council	Hay Shire Council
DA	Development Application
ELVIS	Elevation and Depth Foundation Spatial Data – Geoscience Australia
EP&A Act	*Environmental Planning and Assessment Act* - 1979
ESD	Ecologically Sustainable Development
FRNSW	Fire and Rescue NSW
IPA	Inner Protection Area
NCC	National Construction Code
NP	National Park
NSP	Neighbourhood Safer Places
OPA	Outer Protection Area
PBP	*Planning for Bush Fire Protection* – 2019
ROW	Right of Way
RF Act	*Rural Fires Act* - 1997
RFS	NSW Rural Fire Service
SEPP	State Environmental Planning Policy
SFPP	Special Fire Protection Purpose
SWS	Static Water Supply

1.0 Introduction

Building Code and Bushfire Hazard Solutions P/L has been engaged by TFA Project Group to provide an independent Bushfire Assessment Report to support a development application relating to the construction of an unmanned refuelling facility located at Moama Street, Hay South (Lot 2 DP 1212081), herein referred to as the subject site.

The development proposal seeks approval for the unmanned refuelling facility, which will include the storage of 85,000L of diesel fuel (combustible / non-flammable) and 7,000L of AdBlue product (non-combustible / non-flammable) with in-built refuelling dispensers on aboveground double-walled fuel tank, an amenities block and access drives.

The subject site is comprised of an existing allotment (zoned RU1: Primary Production) which is located within Hay Shire Council's local government area.

The subject property has a street frontage to Moama Street to the north, University Road to the west and abuts similar allotments to the south and east.

Hay Shire Council's Bushfire Prone Land Map identifies the subject property as partially containing Category 1 Vegetation and the Vegetation Buffer, therefore Planning for Bush Fire Protection (PBP) must be considered.

The proposed building works are located on bushfire prone land and therefore captured under section 4.14 of the *Environmental Planning and Assessment Act* 1979, which requires compliance with the specifications and requirements of PBP.

The application of PBP requires satisfactory demonstration of the aim and objectives and the specific objectives and bushfire protection measures relevant to the type of development.

In this instance in addition to the aim and objectives detailed in Chapter 1 'Introduction' the proposal must satisfy the specific objectives and bushfire protection measures detailed in Chapter 8 'Other Development' of PBP.

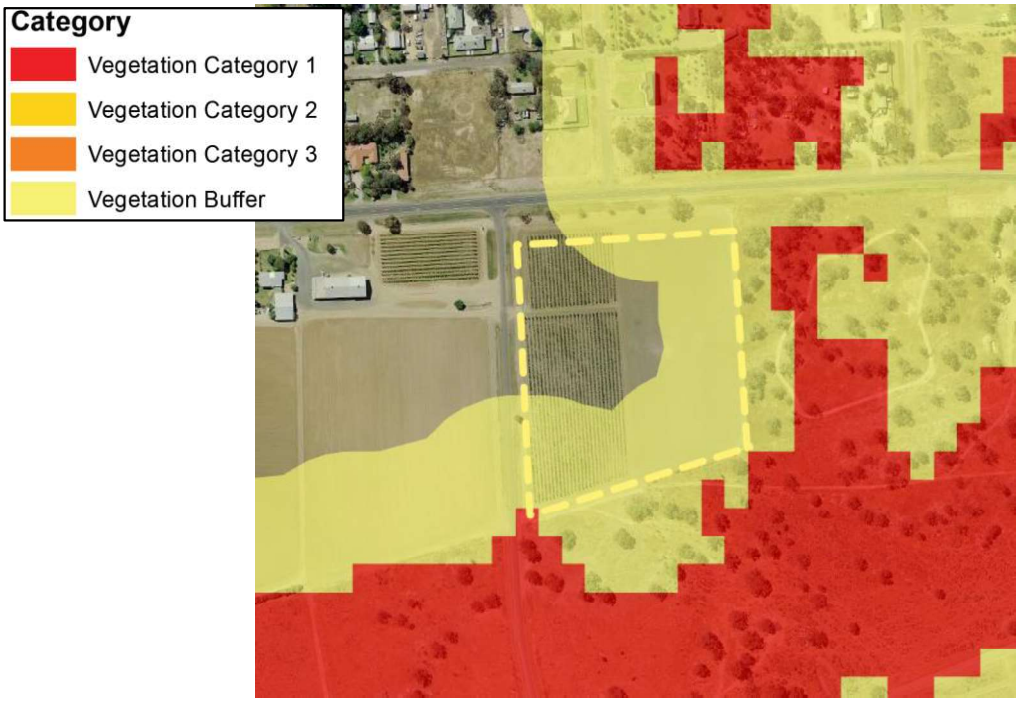


Figure 01: Extract from Hay Shire Council's Bushfire Prone Land Map

2.0 Legislative Requirements

The subject site is designated as Bushfire Prone Land (Figure 01).

In accordance with section 4.14 of the *Environmental Planning and Assessment Act* 1979 development consent cannot be granted for the carrying out of development for any purpose (other than a subdivision of land that could lawfully be used for residential or rural residential purposes or development for a special fire protection purpose) on bush fire prone land unless the consent authority:

(a) is satisfied that the development conforms to the specifications and requirements of the version (as prescribed by the regulations) of the document entitled *Planning for Bush Fire Protection*, or

(b) has been provided with a certificate by a person who is recognised by the NSW Rural Fire Service as a qualified consultant in bush fire risk assessment stating that the development conforms to the relevant specifications and requirements.

This Bushfire Assessment Report and accompanying certificate has been prepared by a person who are recognised by the NSW Rural Fire Service (RFS) as qualified in bushfire risk assessment and has been accredited by the Fire Protection Association of Australia as a Level 3 BPAD qualified practitioner.

3.0 Purpose of Report

The purpose of this Bushfire Assessment Report is to provide TFA Project Group and Council with an independent bushfire determination together with appropriate recommendations for both new building construction and bushfire mitigation measures considered necessary having regard to construction within a designated ‘bushfire prone’ area.

The recommendations contained within this report may assist in forming the basis of any specific construction conditions and/or bushfire mitigation measures that Council and/or the NSW Rural Fire Service may elect to place within any consent conditions issued for the subject Development Application.

4.0 Scope of this Report

The scope of this report is limited to providing a bushfire assessment and recommendations for the subject property. Where reference has been made to the surrounding lands, this report does not purport to directly assess those lands; rather it may discuss bushfire impact and/or progression through those lands and possible bushfire impact to the subject property.

5.0 Compliance Tables & Notes

The following table sets out the projects compliance with *Planning for Bush Fire Protection – 2019*.

	North	East	South	West
Vegetation Structure	Grassland	Grassland	Grassland	Low Threat Vegetation (A1.10)
Slope	0 degrees & across	0 degrees & across	0 degrees & across	n/a
Required Asset Protection Zone*	10 metres	10 metres	10 metres	n/a
Available Asset Protection Zone	>50 metres	>50 metres	>50 metres	n/a
Significant Landscape Features	Moama Street	Managed grounds	Managed grounds	University Road
Bushfire Attack Level	BAL Low	BAL Low	BAL Low	BAL Low

* In accordance with section 8.3.10 of PBP the measures, including Asset Protection Zones, for Infill Residential Development (Chapter 7) should be used as a base for the development of a package of measures for commercial development.

Asset Protection Zones

One of the objectives underpinning Planning for Bush Fire Protection is to provide appropriate separation between a hazard and buildings which, in combination with other measures, prevent the likely fire spread to buildings.

While there are no minimum required Asset Protection Zones for this type of development it is acknowledged that for commercial and industrial development PBP requires that the provisions within Chapter 7, inclusive of APZs, are to be used as the base for the package of measures.

Chapter 7 requires that APZs are provided in accordance with A1.12.3, which details the minimum APZs to achieve 29kW/m^2 (BAL 29), which are exceeded in this instance.

All grounds within the subject site not built upon from the proposed bowsers and tank to the northern and western boundaries and for a distance of 50 metres to the east and south will be maintained in accordance with an Inner Protection Area as detailed in Appendix 4 of Planning for Bush Fire Protection 2019 and the NSW Rural Fire Service publication 'Standards for Asset Protection Zones'.

Construction Level

The highest Bushfire Attack Level to the proposed works was determined to be 'BAL Low' from Table A1.12.6 of PBP.

The National Construction Code does not provide for any bush fire specific performance requirements for Class 5 to 8 structures and as such Australian Standard 3959 'Construction of buildings in bushfire-prone areas' 2018 does not apply as a set of 'deemed to satisfy' provisions.

Section 8.3.1 of PBP states:

> *Whilst bush fire is not captured in the NCC for Class 5-8 buildings, the following objectives will be applied in relation to access, water and services, and emergency and evacuation planning:*
>
> - *to provide safe access to/from the public road system for firefighters providing property protection during a bush fire and for occupant egress for evacuation;*
> - *to provide suitable emergency and evacuation (and relocation) arrangements for occupants of the development;*
> - *to provide adequate services of water for the protection of buildings during and after the passage of bush fire, and to locate gas and electricity so as not to contribute to the risk of fire to a building; and*
> - *provide for the storage of hazardous materials away from the hazard wherever possible.*
>
> *The general fire safety construction provisions (of the NCC) are taken as acceptable solutions however construction requirements for bush fire protection will need to be considered on a case-by-case basis.*

In consideration of the Bushfire Attack Level for the proposed works there are no bushfire construction requirements.

To comply with Section 8.3.9 Hazardous Industry of PBP the proposed fuel storage and bowsers are located in BAL Low areas.

6.0 Aerial view of the subject allotment

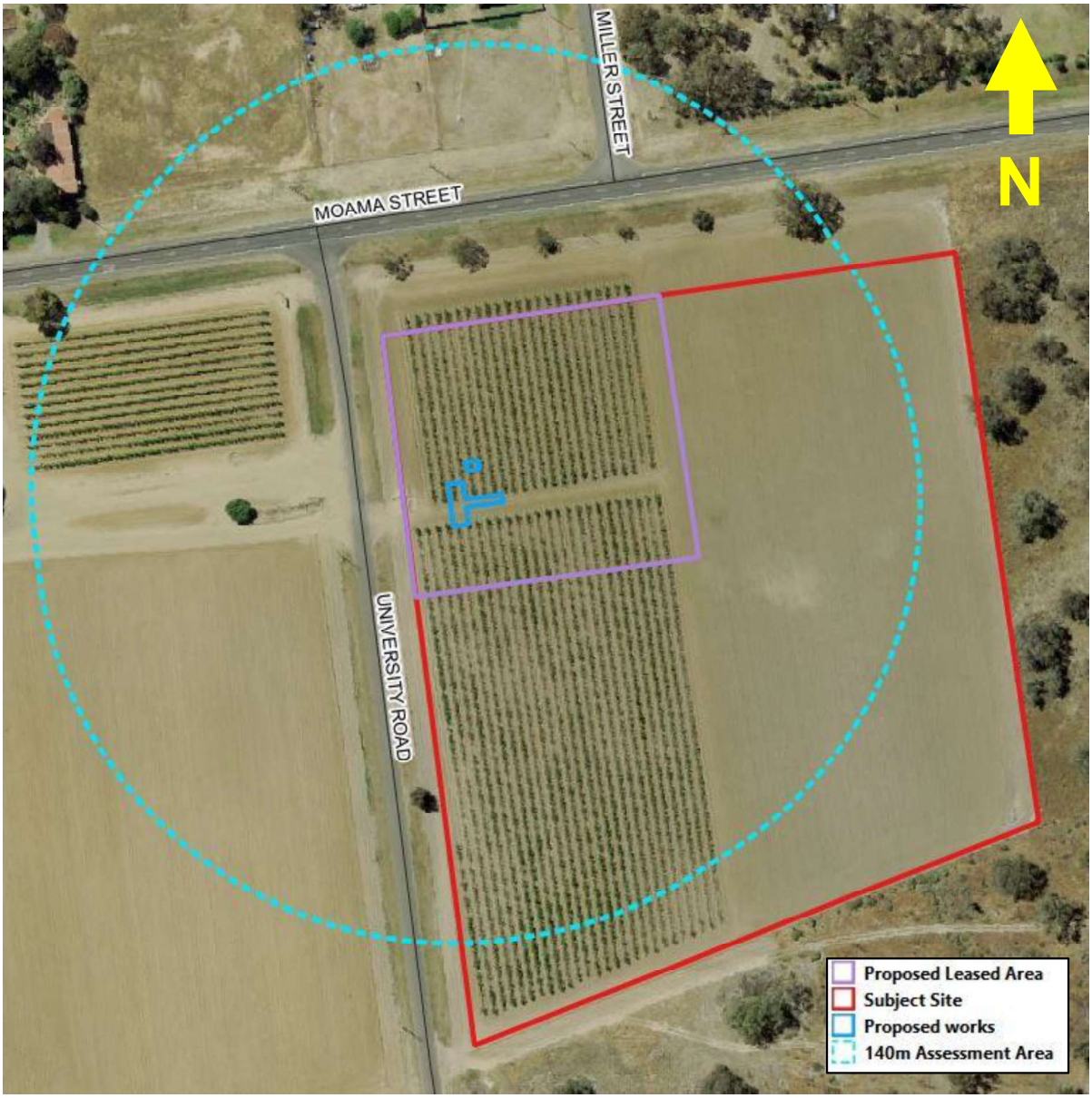


Figure 02: Aerial view of the subject area courtesy Nearmap

7.0 Site Assessment

A representative of Building Code & Bushfire Hazard Solutions has completed a site inspection of the subject site and surrounding area on 20th March 2025.

In addition, the following external data sources have been relied upon for this assessment:

- Aerial imagery of the subject area (NSW Spatial Services & Nearmap);
- 1 metre contour mapping of the subject area (Elevation and Depth Foundation Spatial Data – Geoscience Australia)
- NSW Planning Portal Spatial Viewer
- Vegetation mapping (NSW State Vegetation)
- NSW Bush Fire Prone Land (ePlanning Portal)

7.01 Location

The subject site is an existing allotment located at 310 Moama Street, Hay South (Lot 2 DP 1212081).

The subject site is zoned RU1: Primary Production and is located within Hay Shire Council's local government area.

The subject property has a street frontage to Moama Street to the north and University Road to the west and abuts similar allotments to the east and south.

The vegetation identified as posing a bushfire hazard is within the subject property and surrounding properties to the north, east and south of the proposed works.

Photograph 01: View from Moama Street toward the subject site

7.02 Vegetation

In accordance with Appendix 1 'Site Assessment Methodology' of PBP an assessment of all vegetation formations within 140 metres of the subject site for each aspect as per Keith (2004) has been undertaken.

The vegetation identified as posing a bushfire hazard is within the subject property and surrounding properties to the north, east and south of the proposed works. The subject property currently contains grape vines, which will be removed to allow for construction.

A review of vegetation mapping (Vegetation NSW) has found the vegetation further to the south and east is classified as Black Box – Lignum Woodland Wetland of the inner floodplains of the semi-arid climate zone (PCT: 13) which has a formation of Semi-arid Woodlands. The vegetation to the north, east, south and west within the 140 metre assessment area was determined to be grassland.

A small area of vegetation was found within the road reserve to the west of the site. This vegetation was not considered a hazard as it was found to be a strip of vegetation less than 20 metres in width and not within 20 metres of the proposed works or another hazard (A1.10 Low Threat Vegetation – PBP), it is also not indicated as being a hazard on Councils Bushfire Prone Land Map. The vegetation beyond this strip consisted of grazed pastures.

For the purpose of assessment under PBP, the vegetation to the north, east and south has been determined to be grassland.

Figure 04: Aerial view of the subject area overlayed with vegetation mapping (Vegetation NSW)
Subject site (thick red outline) and 140 metre assessment area (blue dotted line)

7.03 Slope and Topography

The slope of the land under the classified vegetation has a direct influence on the forward rate of spread, fire intensity and radiant heat exposure. The effective slope is considered to be the slope under the classified vegetation which will most significantly influence bushfire behaviour toward the development site.

In accordance with A1.4 'Determine slope' of PBP the slope assessment is to be derived from the most detailed contour data available.

The slope that would most significantly influence bushfire behaviour was determined from topographic imagery in conjunction with site observations to be:

- 0 degrees across slope within the hazard to the north, south and east

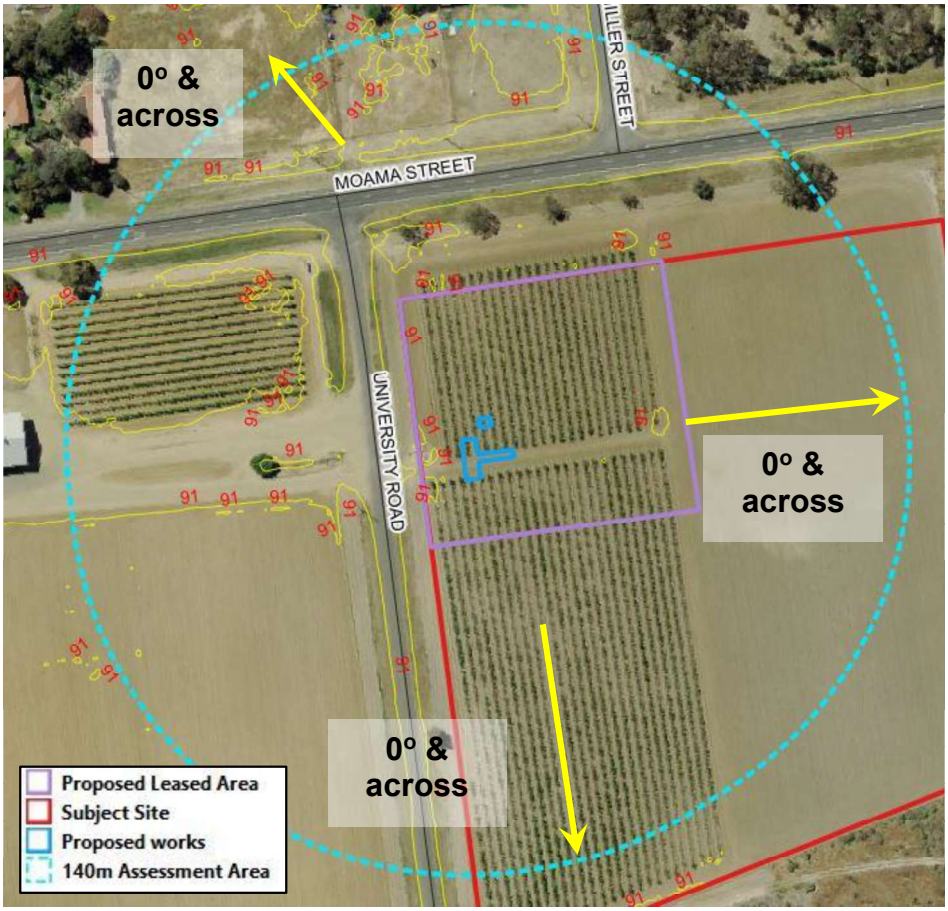


Figure 05: Extract from ELVIS – Geoscience Australia (1m contours)

7.04 Fire Weather

All development which attracts an Asset Protection Zone under PBP requires the identification of the relevant Forest Fire Danger Index (FFDI). The FFDI required to be used for development assessment purposes is based on the local government boundaries, being Hay Shire Council in this instance.

In accordance with the NSW Rural Fire Service publication 'NSW Local Government Areas FDI' (2017) Hay Shire Council forms part of the Northern Riverina Fire Weather District and attracts an FFDI of 80.

As the identified hazard is grassland, Table 5.1.4a of PBP was used to determine a Grassland Fire Danger Index (GFDI) of 110.

7.05 Fire History

Some specific locations have significant fire history and are recognised as known fire paths. While the fire history is more commonly considered as part of strategic planning (to ensure future development is not exposed to an unacceptable risk), it is useful to consider at a Development Application phase to ensure the land is suitable for development in the context of bushfire risk.

In this instance there were no fires within the subject site and immediate surrounding area (source NPWS Fire History dataset).

There are no recorded wildfires within 6km of the subject site.

The subject site is therefore not considered to be within a known fire path. Furthermore, in consideration of the previous bushfire history and significant development in this area the likelihood of a bushfire occurring within the immediate area is considered unlikely.

8.0 Bushfire Protection Measures

8.01 Planning for Bush Fire Protection - 2019

Planning for Bush Fire Protection – 2019 (PBP) is applicable to development located on land determined as being 'bushfire prone' in accordance with the local Bushfire Prone Land Map.

Bushfire prone land are defined as those areas;

- *containing or within 100m of Category 1 Vegetation; or*
- *containing or within 30m of Category 2 or 3 Vegetation.*

Hay Shire Council's Bushfire Prone Land Map identifies the subject property as partially containing Category 1 Vegetation and the Vegetation Buffer therefore PBP must apply in this instance.

The proposed building works are located on bushfire prone land and therefore captured under section 4.14 of the *Environmental Planning and Assessment Act* 1979, which requires compliance with the specifications and requirements of *Planning for Bush Fire Protection* 2019.

The application of PBP requires satisfactory demonstration of the aim and objectives and the specific objectives and bushfire protection measures relevant to the type of development.

In this instance in addition to the aim and objectives detailed in Chapter 1 'Introduction' the proposal must satisfy the specific objectives and bushfire protection measures detailed in Chapter 8 'Other Development' of PBP.

8.02 Asset Protection Zones

One of the objectives underpinning Planning for Bush Fire Protection is to provide appropriate separation between a hazard and buildings which, in combination with other measures, prevent the likely fire spread to buildings.

While there are no minimum required Asset Protection Zones for this type of development it is acknowledged that for commercial and industrial development PBP requires that the provisions within Chapter 7, inclusive of APZs, are to be used as the base for the package of measures.

Chapter 7 requires that APZs are provided in accordance with A1.12.3, which details the minimum APZs to achieve 29kW/m^2 (BAL 29).

The minimum APZs were determined from Table A1.12.3 of PBP to be 10 metres to the north, east and south. The proposed works will have APZs which exceed the minimum required APZs under table A1.12.3 PBP. Section 8.3.9 Hazardous Industry of PBP lists the proposed fuel storage and bowsers (service station) as a hazardous industry that should not be located on bushfire prone land, therefore BAL Low has been targeted.

All grounds within the subject site for a distance of 50 metres from the proposed fuel storage tank and bowsers not built upon will be maintained in accordance with an Inner Protection Area as detailed in Appendix 4 of Planning for Bush Fire Protection 2019 and the NSW Rural Fire Service publication 'Standards for Asset Protection Zones'.

8.03 Building construction, siting & design

Australian Standard 3959 – 2018 'Construction of buildings in bushfire-prone areas' (AS3959) specifies construction standards for buildings within various Bushfire Attack Levels as determined by Planning for Bush Fire Protection – 2019.

AS3959 provides for six (6) levels of building construction these being BAL - Low, BAL - 12.5, BAL - 19, BAL - 29, BAL - 40 and BAL - FZ.

Bushfire Attack Level	Maximum radiant heat impact (kW/m^2)	Level of construction under AS3959
Low		No special construction requirements
12.5	≤12.5	BAL - 12.5
19	12.6 to 19.0	BAL - 19
29	19.1 to 29.0	BAL - 29
40	29.1 to 40.0	BAL - 40
Flame Zone	>40.0	BAL FZ No deemed to satisfy provisions

Table 01: Correlation between bushfire impact and AS3959

The highest Bushfire Attack Level to the proposed works was determined to be 'BAL Low' from Table A1.12.6 of PBP.

The National Construction Code does not provide for any bush fire specific performance requirements for Class 5 to 8 structures and as such Australian Standard 3959 'Construction of buildings in bushfire-prone areas' 2018 does not apply as a set of 'deemed to satisfy' provisions.

Section 8.3.1 of PBP states:

> *Whilst bush fire is not captured in the NCC for Class 5-8 buildings, the following objectives will be applied in relation to access, water and services, and emergency and evacuation planning:*
>
> - *to provide safe access to/from the public road system for firefighters providing property protection during a bush fire and for occupant egress for evacuation;*
> - *to provide suitable emergency and evacuation (and relocation) arrangements for occupants of the development;*
> - *to provide adequate services of water for the protection of buildings during and after the passage of bush fire, and to locate gas and electricity so as not to contribute to the risk of fire to a building; and*
> - *provide for the storage of hazardous materials away from the hazard wherever possible.*
>
> *The general fire safety construction provisions (of the NCC) are taken as acceptable solutions however construction requirements for bush fire protection will need to be considered on a case-by-case basis.*

In consideration of the Bushfire Attack Level for the proposed works there are no bushfire construction requirements. The proposed fuel storage and bowsers are located in BAL Low areas.

8.04 Property Access

The subject site has street frontage to Moama Street to the north and University Road to the west.

The proposal relates to a service station and subsequently the subject site has been designed to facilitate the movement of heavy vehicles into the site.

The logical firefighting platform for property protection are the existing public roads.

Persons seeking to egress the proposed development will be able to do so via the proposed access drive and existing public road network.

It is of our opinion that the proposed access arrangements will provide safe access to/from the public road system for firefighters providing property protection during a bushfire and for occupant egress or evacuation.

8.05 Water Supply & Utilities

In ground hydrants are available along Moama Street for the replenishment of attending fire services.

The most distant point of the proposed works is less than 90 metres from an existing road which is supported by a hydrant network therefore in consideration of AS2419.1 and section 7.4 of PBP a Static Water Supply is not required.

Additionally, the building is fitted with relevant essential fire services (i.e. fire hose reels and fire extinguishers) as required by the NCC.

The existing water supply is considered adequate for the replenishment of attending fire services.

Any new gas connections must comply with Table 7.4a of PBP.

8.06 Emergency management arrangements

The intent of the Bushfire Emergency Management Plan measure is to provide suitable emergency and evacuation arrangements for occupants.

In this instance clear evacuation routes are available away from the identified bushfire hazards.

8.07 Landscaping

Any new landscaping must comply with Appendix 4 of *Planning for Bush Fire Protection* 2019.

8.08 Aim & Objectives of PBP

The National Construction Code does not provide for any bush fire specific performance requirements for Class 5 to 8 structures and as such Australian Standard 3959 'Construction of buildings in bushfire-prone areas' 2018 does not apply as a set of 'deemed to satisfy' provisions.

The application of AS 3959 should be considered when meeting the aim and objectives of PBP.

The following table details the aim and objectives of Planning for Bush Fire Protection 2019 and the proposals ability to comply.

Aim / Objective	Comment
The aim of PBP is to provide for the protection of human life and minimise impacts on property from the threat of bush fire, while having due regard to development potential, site characteristics and protection of the environment.	With the inclusion of the recommendations made herein it is of our opinion that the aim of PBP has been satisfied.
(i) afford buildings and their occupants protection from exposure to a bush fire;	The proposed works are in a BAL Low area and the APZs recommended mitigate bushfire attack to the proposed works.
(ii) provide for a defendable space to be located around buildings;	The subject works will be surrounded by mown grass, parking and internal roads which provides a defendable space for attending fire services.
(iii) provide appropriate separation between a hazard and buildings which, in combination with other measures minimise material ignition;	The proposed Asset Protection Zones to the works recommended herein provides for appropriate setbacks and minimises potential material ignition.
(iv) ensure that appropriate operational access and egress for emergency service personnel and residents is available;	The proposed access arrangements have been reviewed and are considered adequate for fire-fighter access and occupant evacuation.
(v) provide for ongoing management and maintenance of bush fire protection measures, (BPMs); and	All APZs within the subject site will be maintained in accordance with an Inner Protection Area as detailed in Appendix 4 of *Planning for Bush Fire Protection* 2019 and the NSW Rural Fire Service publication 'Standards for Asset Protection Zones'. Any future Landscaping is to comply with the provisions of Table 7.4a and Appendix 4 of PBP.
(vi) ensure that utility services are adequate to meet the needs of firefighters.	The existing hydrants within Moama Street and within the site are considered adequate for the replenishment of attending fire services.

It is therefore of our opinion that the proposal can satisfactorily comply with the aim and objectives of *Planning for Bush Fire Protection 2019*.

9.0 Recommendations

Asset Protection Zones

1. At the commencement of construction and in perpetuity all grounds within the subject site for a distance of 50 metres or to the subject boundary which ever comes first from the proposed fuel storage tank and bowsers not built upon within the subject property are to be maintained as an Asset Protection Zone (Inner Protection Area) as detailed in the NSW Rural Fire Service's document 'Standards for Asset Protection Zones' and Appendix 4 of *Planning for Bush Fire Protection* 2019.
2. Any future Landscaping is to comply with the provisions of Appendix 4 of PBP - 2019'.

Services

3. That any new electrical and gas services are to comply with Table 7.4a of Planning for Bush Fire Protection 2019 as follows:

Electricity

- where practicable, electrical transmission lines are underground; and
- where overhead, electrical transmission lines are proposed as follows:
  - lines are installed with short pole spacing (30m), unless crossing gullies, gorges or riparian areas; and
  - no part of a tree is closer to a power line than the distance set out in accordance with the specifications in ISSC3 Guideline for Managing Vegetation Near Power Lines.

Gas

- reticulated or bottled gas is installed and maintained in accordance with AS/NZS 1596:2014 and the requirements of relevant authorities, and metal piping is used;
- all fixed gas cylinders are kept clear of all flammable materials to a distance of 10m and shielded on the hazard side;
- connections to and from gas cylinders are metal;
- polymer-sheathed flexible gas supply lines are not used; and
- above-ground gas service pipes are metal, including and up to any outlets.

10.0 Conclusion

Given that the property is deemed bushfire prone under Hay Shire Council's Bushfire Prone Land Map any development would need to meet the requirements of *Planning for Bush Fire Protection*. The determination of any bushfire hazard must be made on a site-specific basis that includes an assessment of the local bushland area and its possible impact to the subject property.

In accordance with the bushfire safety measures contained in this report, and consideration of the site specific bushfire risk assessment it is our opinion that when combined, they will provide a reasonable and satisfactory level of bushfire protection to the subject development.

We are therefore in support of the development application.

Should you have any enquiries regarding this project please contact me at our office.

Prepared by
Building Code & Bushfire Hazard Solutions

Duncan Armour
Bushfire Consultant

Reviewed and endorsed by
Building Code & Bushfire Hazard Solutions

Andrew Muirhead
Senior Bushfire Consultant
Graduate Diploma in Bushfire Protection WSU
Bachelor of Engineering Technology Major in Civil UniSQ
FPA Australia BPAD Level 3 Accredited Practitioner
BPAD Accreditation No. BPAD46966

11.0 Annexure 01

List of Referenced Documents

Australian Building Codes Board (2019). *National Construction Code Volume One - Building Code of Australia*. ABCB

Australian Building Codes Board (2019). *National Construction Code Volume Two - Building Code of Australia*. ABCB

ELVIS -Elevation *-Foundation Spatial Data*. Elevation.fsdf.org.au. Available at: http://elevation.fsdf.org.au/

Keith, D. (2004). "*Ocean Shores to Desert Dunes*" Department of Environment and Conservation, Sydney

NSW Department of Planning and Environment (2019). *Planning Portal*. Accessed at: https://www.planningportal.nsw.gov.au/

NSW Rural Fire Service (2019). *Planning for Bush Fire Protection. A Guide for Councils, Planners, Fire Authorities and Developers*.

Rural Fire Service NSW (2005). *Standards for Asset Protection Zones*

Resources and Energy NSW (2016). *ISSC3 Guideline for Managing Vegetation Near Power Lines*

Site plans prepared by IOR, Drawing No. 2023HA-001, Revision D, Dated 19.12.2024

Standards Australia (2018). *AS3959, Construction of buildings in bushfire-prone areas.*

Standards Australia (2014). *AS/NZS 1596 The storage and handling of LP Gas*

Standards Australia (2005). *AS 2419.1 Fire hydrant installations – System design, installation and commissioning*

Acknowledgements to:

Geoscience Australia
Nearmap.com
NPWS Fire History dataset
Street-directory.com.au

Attachments

Attachment 01: S4.14 Certificate

Bush Fire Certificate

Certificate issued unders4.14(1)(b) of the *Environmental Planning & Assessment Act, 1979* and *Planning for Bush Fire Protection 2019*

This Certificate has been issued by a person accredited by Fire Protection Association Australia (FPA Australia) under the Bush Fire Planning and Design (BPAD) Accreditation Scheme and who is recognised by the NSW Rural Fire Service as a qualified consultant in bushfire risk assessment within the meaning of section 4.14(1)(b) of the *Environmental Planning and Assessment Act 1979* (NSW).

Property Details and Description of Works

Address Details	**Unit no**	**Street no** 310	**Street name** Moama Street	**Lot/Sec/DP** 2/-/1212081
	Suburb Hay South		**State** NSW	**Postcode** 2711
Local Government Area	Hay Shire			
BCA class of the building	6			
Description of the proposal	Unmanned refuelling facility			
Development Application Reference				

Bush Fire Assessment Report

A detailed Bush Fire Assessment Report is attached, which includes the relevant submission requirements set out in *Appendix* 2 of *Planning for Bush Fire Protection 2019* together with recommendations as to how the relevant specifications and requirements are to be achieved.	☑ **YES** ☐ **NO**
Report Reference and date	
Bushfire Assessment Report 250636	3rd April 2025

BPAD Certification

Name Andrew Muirhead	I hereby certify, in accordance with Section 4.14(1)(b) of the *Environmental Planning and Assessment Act 1979* that: • I am a person recognised by the NSW Rural Fire Service as a qualified consultant in bush fire risk assessment; and • the development conforms to the relevant specifications and requirements of Planning for Bush Fire Protection 2019 in accordance with section 4.14(1)(b) of the *Environmental Planning and Assessment Act 1979* (NSW).	
Company Details & ABN Bushfire Hazard Solutions 19 057 337 774		
BPAD Accreditation Number 46966 BPAD Bushfire Planning & Design Accredited Practitioner Level 3	**Signature**	**Date** 3rd April 2025

RFS

NSW GOVERNMENT

Hay Shire Council
PO Box 141
HAY NSW 2711

Your reference: (CNR-79240)
Our reference: DA20250502001663-Original-1

ATTENTION: Jasmine Gregory

Date: Wednesday 14 May 2025

Dear Sir/Madam,

Development Application
s4.14 – Other – Service Station
310 MOAMA ST HAY SOUTH NSW 2711, 2//DP1212081

I refer to your correspondence dated 01/05/2025 seeking advice regarding bush fire protection for the above Development Application in accordance with section 4.14 of the *Environmental Planning and Assessment Act 1979*.

The New South Wales Rural Fire Service (NSW RFS) has considered the information submitted and provides the following recommended conditions:

General Conditions
1. The development proposal is to generally comply with the following plans/documents except where amended by recommendations below.
- The plan titled Proposed Site Layout prepared by IOR, dated 19th December 2024.
- The bush fire assessment prepared by Building Code & Bushfire Hazard Solutions dated 3rd April 2025.

Council is advised that where a minor amendment to the above-noted documents is proposed, Council may use its discretion to determine whether the minor amendment warrants further assessment by the NSW RFS.

Asset Protection Zones
The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

2. From the commencement of building works and in perpetuity, the site surrounding the proposed development must be maintained as an inner protection area for a distance of 50 metres, or the property boundary, whichever comes first. The land must be managed in accordance with the requirements of Appendix 4 of *Planning for Bush Fire Protection 2019*.

When establishing and maintaining an inner protection area, the following requirements apply:
- tree canopy cover should be less than 15% at maturity;
- trees at maturity should not touch or overhang the building;

Postal address
NSW Rural Fire Service
Locked Bag 17
GRANVILLE NSW 2142

Street address
NSW Rural Fire Service
4 Murray Rose Ave
SYDNEY OLYMPIC PARK NSW 2127

T (02) 8741 5555
F (02) 8741 5550
www.rfs.nsw.gov.au

- lower limbs should be removed up to a height of 2 m above the ground;
- tree canopies should be separated by 2 to 5 m;
- preference should be given to smooth-barked and evergreen trees;
- large discontinuities or gaps in the shrubs layer should be provided to slow down or break the progress of fire towards buildings;
- shrubs should not be located under trees;
- shrubs should not form more than 10% ground cover;
- clumps of shrubs should be separated from exposed windows and doors by a distance of at least twice the height of the vegetation;
- grass should be kept mown (as a guide, grass should be kept to no more than 100mm in height); and
- leaves and vegetation debris should be removed regularly.

Water and Utility Services
The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

3. The provision of water, electricity and gas must comply with the following in accordance with Table 7.4a of *Planning for Bush Fire Protection 2019:*

- reticulated water is to be provided to the development,
- all above-ground water service pipes external to the building are metal, including and up to any taps,
- where practicable, electrical transmission lines are underground,
- where overhead, electrical transmission lines are proposed as follows:
  - lines are installed with short pole spacing (30m), unless crossing gullies, gorges or riparian areas, and
  - no part of a tree is closer to a power line than the distance set out in accordance with the specifications in ISSC3 Guideline for Managing Vegetation Near Power Lines.
- reticulated or bottled gas is installed and maintained in accordance with AS/NZS 1596:2014 and the requirements of relevant authorities, and metal piping is used,
- all fixed gas cylinders are kept clear of all flammable materials to a distance of 10m and shielded on the hazard side,
- connections to and from gas cylinders are metal,
- polymer-sheathed flexible gas supply lines are not used, and
- above-ground gas service pipes are metal, including and up to any outlets.

Emergency and Evacuation Planning Assessment
The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

4. A Bush Fire Emergency Management and Evacuation Plan shall be prepared consistent with 'Development Planning- A Guide to Developing a Bush Fire Emergency Management and Evacuation Plan December 2014'.

For any queries regarding this correspondence, please contact Peter Dowse on 1300 NSW RFS.

Yours sincerely,

David Webster
Supervisor Development Assessment & Plan
Built & Natural Environment

Transport for NSW

24 March 2025

TfNSW reference: STH24/00344
Your reference: DA2024-67 (CNR-79240)

Executive Assistant - Planning and Compliance
Hay Shire Council
By Email: jgregory@hay.nsw.gov.au
CC: mail@hay.nsw.gov.au

Attention: Jasmine Gregory

DA2024-67 (CNR-79240) – Proposed Unmanned Refuelling Facility – LOT 2 DP1212081 – Moama Street, SOUTH HAY

Dear Jasmine,

Transport for NSW (TfNSW) is responding to DA2024-67 referred on 3 March 2025.

TfNSW has reviewed the information and has no objections to the proposed development provided the conditions in Attachment 1 are included in the development consent.

TfNSW notes that in determining the application under Part 4 of the *Environmental Planning & Assessment Act 1979* it is the consent authority's responsibility to consider the environmental impacts of any road works that are ancillary to the development (such as removal of trees, relocation of utilities, stormwater management, etc). Depending on the nature of the works, the Council may require the developer to submit a further environmental assessment for any ancillary road works.

On determination of this matter, please forward a copy of the Notice of Determination to TfNSW. If you have any questions, please contact case officer Cam O'Kane on 0417 508 107 or email development.south@transport.nsw.gov.au.

Yours faithfully

Maurice Morgan
Team Leader, Development Services South

Transport for NSW

Attachment 1

DA2024-67 (CNR-79240) – Proposed Unmanned Refuelling Facility – LOT 2 DP1212081 – Moama Street, SOUTH HAY

Context

TfNSW notes for this DA:

- The key road is the Sturt Highway (Moama Street) which is a classified "state" road and approved road train route. The site along with frontage and access to University Road which is classed as a local road and is currently not an approved road train route. The frontage to Moama Street is within a 60 kmh speed zone and the University Road frontage is within both 60kh/h and 80km/h speed zones;
- Council is seeking advice from TfNSW to assist in its assessment under clause 2.122 of *State Environmental Planning Policy (Transport and Infrastructure) 2021*;
- The development proposes an unmanned truck refuelling facility including a standalone double ablutions block providing toilet and shower facilities as shown in the site layout plan found in **Attachment 2**;
- The proposal is supported by a Statement of Environmental Effects (SEE) prepared by TfA Group Pty Ltd and a Traffic Impact Assessment prepared by The Transport Planning Partnership both dated December 2024;
- The submitted plan indicates that access to the facility via two distinct access driveways from University Road which will allow for one-way circulation through the subject site. Direct access to the Sturt Highway is not proposed as part of this application. The largest vehicle anticipated to use the site is a 36.5m B-Triple (road train) heavy vehicle;
- The TIA states that "the proposed development is expected to generate an average of 4 vehicles (8 one-way vehicle trips) per hour". The TIA also states that based on the anticipated traffic generation, the intersection of Moama Street and University Road should provide for a basic left-turn (BAL) and a basic right-turn (BAR) turn treatment in accordance with Austroads requirements;
- TfNSW supports this proposed intersection upgrade and notes the strategic design within the TIA as per **Attachment 3**. However, TfNSW's design team has noted that the proposed design will need to be amended during the Works Authorisation Deed (WAD) phase in order to accommodate a design speed of 80km/h as the design vehicle is greater than a 19m semi trailer (Ref: AGRD Part 4A, Figure 7.1);
- To ensure the safety and efficiency of the classified road network, TfNSW will condition that direct vehicular and pedestrian access to the Sturt Highway is denied. In addition, TfNSW will condition that "No Stopping" signs be erected along the subject sites full northern (Sturt Highway) frontage.

General Conditions

1. Direct vehicular and pedestrian access to the subject site from Sturt Highway (Moama Street) is denied.

2. Prior to issue of any occupation certificate, "No Stopping" signs shall be installed and maintained along the subject site's full frontage to the Sturt Highway.

3. Works within the Sturt Highway shall be located, designed and constructed generally in accordance with the submitted Plan (**attachment 3)** and Austroads Guide to Road Design to the satisfaction of Transport for NSW as amended by the following:

   a) As a minimum the intersection of University Road with the Sturt Highway shall be constructed as a sealed Basic Right Turn (BAR)/Basic Left Turn (BAL) intersection treatment in accordance with the Austroads Guide to Road Design and shall be designed for an approved Road Train route.

   b) The design speed for the proposed road works shall be 80km/h (as per Austroads Guide to Road Design Part 4A, Table 7.1 – *A Value*)

   c) The design vehicle for the works on Sturt Highway shall be a 36.5m B-Triple heavy vehicle.

   d) The road works within the road reserve of the Sturt Highway shall be designed and constructed to prevent water from proceeding onto, or ponding within, the carriageway.

   e) As a minimum the pavement design of the carriageway of the Sturt Highway shall be in accordance with Austroads standards and to the satisfaction of Transport for NSW for a twenty-year design life.

Prior to the issuing of a Subdivision Works Certificate, the developer must:

1. Enter into a Works Authorisation Deed (WAD) with the TfNSW, or other suitable arrangement as agreed to by TfNSW, for all works on the Sturt Highway.

   Notes:

   - *A WAD is a legally binding contract between TfNSW and the developer, authorising the developer to undertake works on a State road.*
   - *To progress the WAD, the developer needs to email a copy of the conditions of development consent to development.south@transport.nsw.gov.au.*
   - *All roadworks and traffic control facilities must be undertaken by a pre-qualified contractor. A copy of pre-qualified contractors can be found on the RMS website at: https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/partners-and-suppliers/tenders-and-11*
   - *Any new services or modifications to existing services associated with this development application that involve works on, over or under the Sturt Highway (as defined the area from kerb to kerb) must be incorporated into, and managed under, the Works Authorisation Deed for the project. Note: It is the developer's responsibility to identify these works to TfNSW project manager.*
   - *More information on WADs can be found at: https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/partners-and-suppliers/private-development-1-2*

Prior to the commencing works within the road reserve, the developer must:

1. Obtain Section 138 consent under the Roads Act, 1993 for the works associated with the WAD.

Notes:

- *TfNSW will be exercising its powers under Section 64 of the Roads Act, 1993 to become the roads authority for works associated with the WAD and therefore responsible for issuing the Section 138 consent for those specific works.*

2. Apply for, and obtain a Road Occupancy Licence (ROL) from the TfNSW prior to commencing roadworks on a State road or any other works that impact a travel lane of a State road or impact the operation of traffic signals on any road.

   Notes:

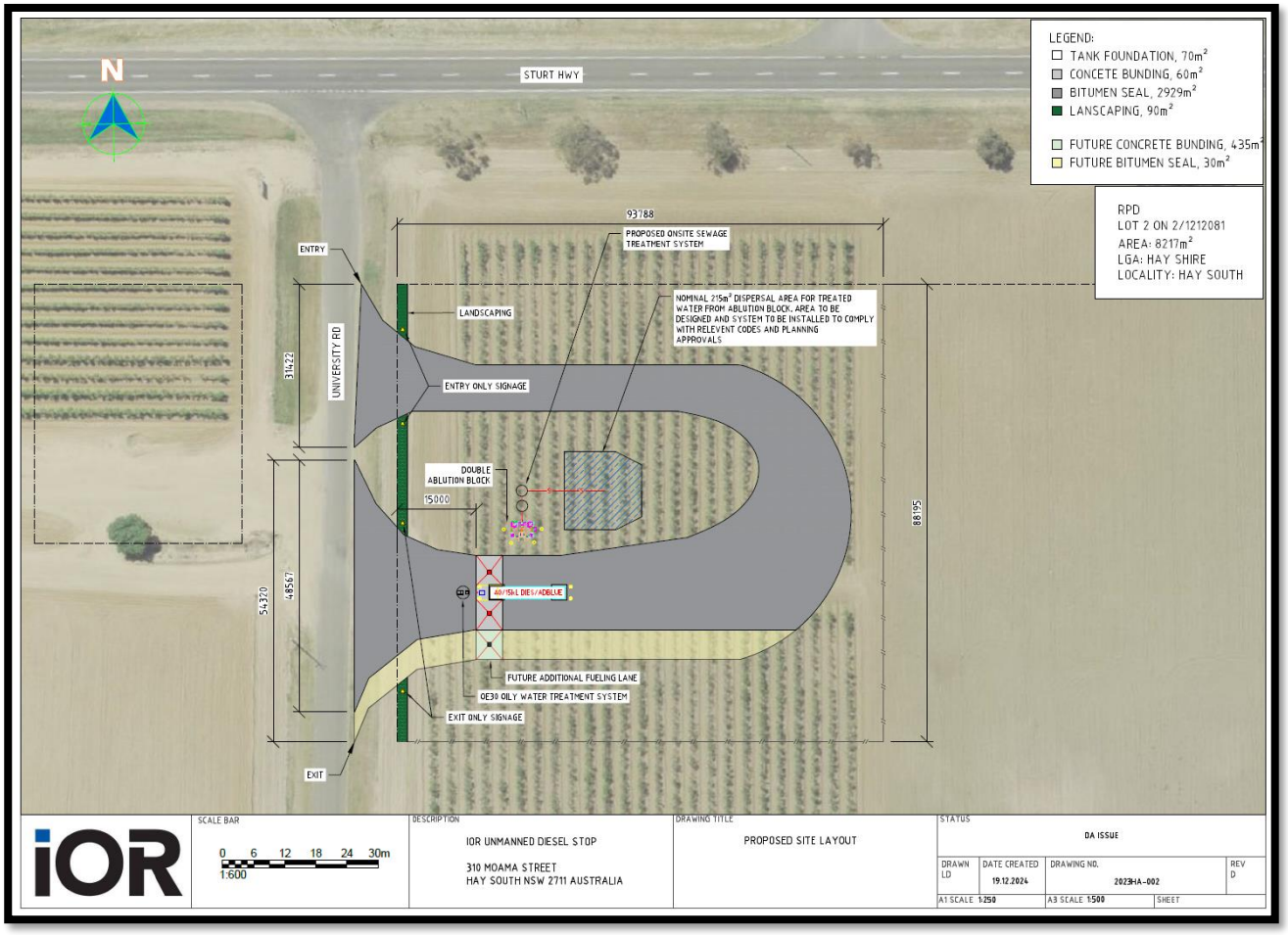
   - *For information on the ROL process and to lodge an ROL application, please visit: https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/road-occupancy-licences*
   - *The applicant will need to create an account (this may take a few days to register), prior to submitting the ROL application. The applicant must submit the ROL application 10 business days prior to commencing work. It should be noted that receiving an approval for the ROL within this 10 business day period is dependent upon TfNSW receiving an accurate and compliant Traffic Guidance Scheme (TGS).*
   - *The application will require a TGS to be prepared by a person who is certified to prepare TGS. Should the TGS require a reduction of the speed limit, a Speed Zone Authorisation from TfNSW will also be required.*
   - *The ROL application must include a copy of the Section 138 consent for the works, or other approval letter.*

Prior to the issuing of the Occupation Certificate, the developer must:

1. Provide evidence to Transport for NSW to demonstrate that all works within the road reserve have been completed in line with the development consent.

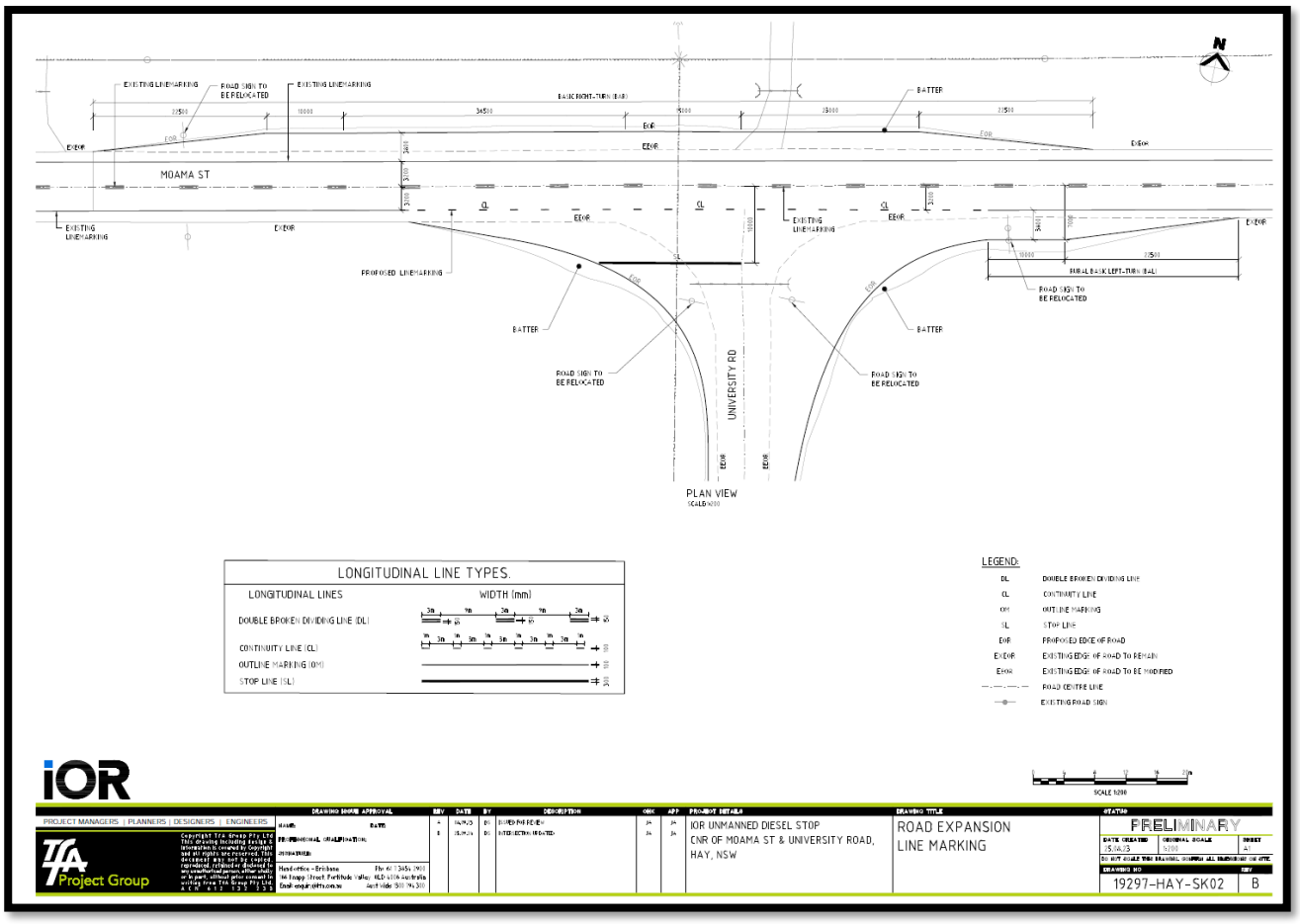
Transport for NSW

Attachment 2



Transport for NSW

Attachment 3



Department of Climate Change, Energy, the Environment and Water

Your ref: DA2024-67
Our ref: DOC25/168967

Jasmine Gregory
Planning and Compliance
Hay Shire Council

Via NSW Planning Portal CNR-79240

Dear Jasmine

Subject: **Referral DA2024-67 - Service station, 310 Moama St, Hay**

Thank you for your referral via the NSW Planning Portal dated 27 February 2025, seeking advice from the Regional Diversity Division (RD) of the NSW Department of Climate Change, Energy, the Environment and Water on this matter.

RD has statutory responsibilities relating to biodiversity and flood risk management.

We have reviewed the documents supplied and provide the following advice, as detailed in **Attachment A.**

Flood Risk Management

The Flood Section (section 4.2.6) of the Statement of Environmental Effects (SoEE) is not consistent with the Hay and Maude Flood Study completed by Hay Shire Council in 2023. RD recommends that this section the SoEE be revised to correct this inconsistency.

However, RD considers that the flood risks are low and the site is suitable for this type of development, provided appropriate flood controls applied to critical facilities.

Biodiversity

We have no comment to make on biodiversity for this matter.

If you have any questions about this advice, please contact me via planning.southwest@environment.nsw.gov.au or 02 6022 0623.

Yours sincerely

Andrew Fisher
7 March 2025

Senior Team Leader - Planning, South West
Regional Delivery Division
Conservation Programs, Heritage and Regulation Group
NSW Department of Climate Change, Energy, the Environment and Water

ATTACHMENT A – Detailed advice on DA2024-67 - Service station, 310 Moama St, Hay

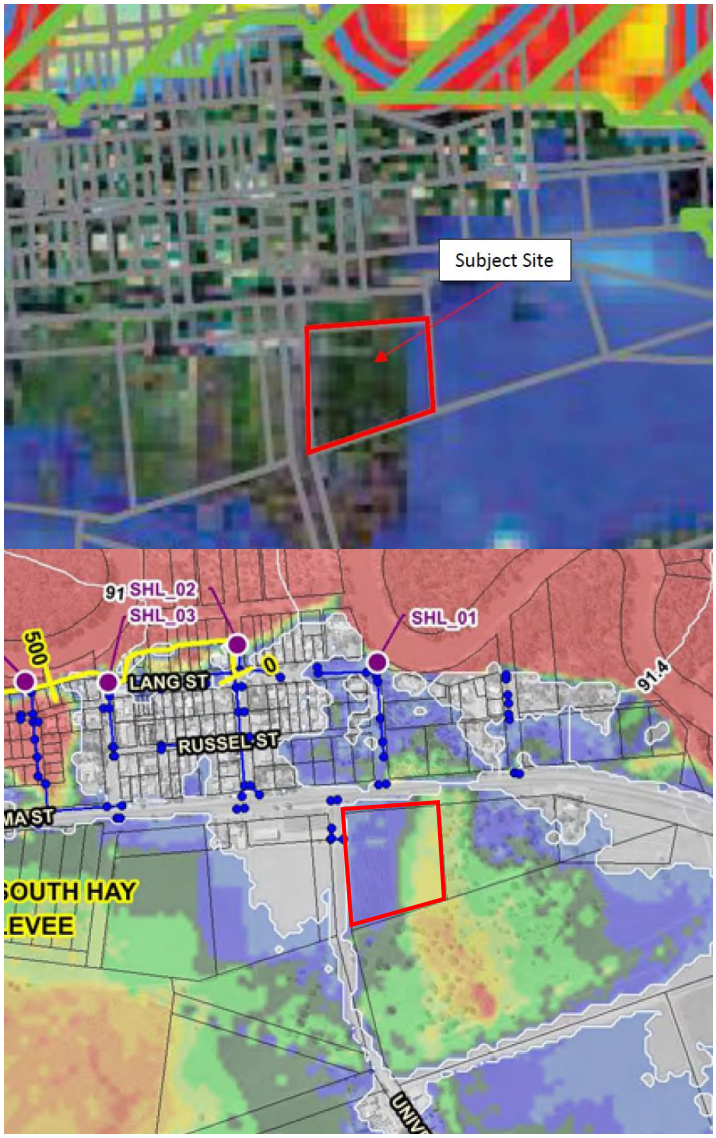
ATTACHMENT A Detailed advice on DA2024-67 - Service station, 310 Moama St, Hay

In preparing this advice RD have reviewed the following documents:

- Statement of Environmental Effects – IOR - Hay - DA for Service Station (Unmanned Truck Refuelling Facility) - December 2014
- APPB DA Drawings PAN-500162
- Hay and Maude Flood Study (2023)

Flood Risk Management

RD has reviewed the Statement of Environmental Effects – Section 4.2.6 – Flood. We are concerned that flood risks are under-represented for this site. Figure 8 (in section 4.2.6) includes a "flood line" extent (reproduced below) that is not consistent with the defined 1% annual exceedance probability (AEP) flood extent from the Hay and Maude Flood Study 2023 (see second image below).



The 1% AEP design flood mapping from the flood study report shows that the entire site (bounded in red) is inundated with flood depths ranging from 0.1m in the north-western extent of the site (light blue shading) to 0.7m in the far south-eastern extent (yellow shading). As such, Figure 8 severely understates the 1% AEP flood extent and the statement that the *"proposed tanks will be considered outside of the mapped flood line and will not create risk to human life or the environment"* is incorrect.

Since the footprint of the proposed service station is located in the far north-west corner of the site, in the lowest flood risk area, RD considers that the flood risks are low. As long as the critical facilities are elevated above the 1% AEP (plus freeboard) level then the flood risks to the development would be considered acceptable by RD. However RD recommends that Section 4.2.6. of the SoEE be revised to be consistent with the Hay to Maude Flood Study (2023) for completeness.

ATTACHMENT F

Our ref: DOC25/165070-5

11 March 2025

Jasmine Gregory
Assessing Officer
Hay Shire Council

Via: CNR portal

No Comment on Planning Advice Request
Truck Refuelling Facility – CNR-79240

Dear Jasmine,

I am writing in response to your request for the NSW Environment Protection Authority (EPA) to comment on the Statement of Environmental Effects for the proposed Truck Refuelling Facility at 310 Moama Street, Hay South.

The EPA understands the proposal is for a truck refuelling facility with storage capacity of 80,000L diesel and 15,000L AdBlue.

Based on the information provided, the EPA has no comment on this proposal and no further consultation is required. This is because:

- the proposal does not constitute a Scheduled Activity under Schedule 1 of the *Protection of the Environment Operations Act 1997* and so, will not require an Environment Protection Licence under this Act.
- the proposal is not being undertaken by or on behalf of a NSW Public Authority, nor are there activities for which the EPA is the appropriate regulatory authority.
- the site is not being regulated by the EPA under the *Contaminated Land Management Act 1997*.

The EPA does not require any follow-up consultation. However, the EPA asks that it be consulted if any changes are made to the proposal that the EPA would be the appropriate regulatory authority for under the *Protection of the Environment Operations Act 1997*.

If you have any further questions about this matter, please contact Carlos Ferguson at environmentprotection.planning@epa.nsw.gov.au.

Yours sincerely,

CHRISTIE JACKSON
Unit Head – Environment Protection Planning
NSW Environment Protection Authority

NSW Environment Protection Authority

As the environmental steward and regulator of our State we are committed to a sustainable future. Join us on our mission to protect tomorrow together.

Phone:
131 555

Email:
info@epa.nsw.gov.au

Website:
epa.nsw.gov.au

Visit:
6 Parramatta Square
10 Darcy Street
Parramatta NSW 2150

Mail:
Locked Bag 5022
Parramatta NSW 2124

HAY SHIRE COUNCIL

Hay Shire Council
03 NOV 2025

[redacted]

Hay Shire Council

134 Lachlan Street

Hay, NSW, 2711

The Executive Manager – Planning and Compliance

Jack Terblanche

Re: DA NO 2024-67

310 Moama Street, (Sturt Highway), Hay

IOR Unmanned Truck Refuelling Stop

I am writing to you as we still strongly object to the unmanned truck fuelling stop to be located on Moama Street, Hay. Even though this reviewed proposal has made efforts to beautify this facility, it does not change some of the major impacts it will continue to have for this town and residents in the vicinity of this complex.

This unmanned truck fuelling stop will still have a negative effect in the following ways.

1. There will still be diesel fumes that will impact our health.
2. The noise will continue from trucks entering and exiting the facility at all hours, in particular the refrigerated trucks and Cattle trucks, despite the screening proposed.
3. The lighting will be a major concern reflecting into our property all night.
4. Once established, will the property be used as a huge truck parking bay for long periods of time.
5. Safety issue with multiple trucks turning when entering and leaving the depot. These dangers have been noticed by us as we have had many close calls driving into and out of Miller Street. In particular, the narrowness of University Road will be hazardous.
6. Great concerns with devaluing our property due to this development.
7. This will also have a negative impact on our existing service stations as they provide many jobs to our local people. This is also a major concern as an existing service centre is being rebuilt, and two new business are being established.

In conclusion, we are not against an unmanned fuel site, just the location needs to be reconsidered, away from residential housing. All the other sites for an unmanned fuelling truck stop in NSW are located in an industrial area and not near residential dwellings.

Yours Sincerely

[redacted]

From: [redacted]
To:
Subject: objection
Date: Monday, 3 November 2025 1:21:22 PM

03/11/2025
The General Manager
Hay Shire Council
134 Lachlan St
Hay NSW
2711
Subject: objection to development application no DA 2024-67 at 310 Moama st Hay
We are writing to formally object to the above development application
Our name are [redacted]
The reason we object is that we own and operate a small service station on the other side of the bridge You have already refused this application on 19th June 2025. We feel that this application is going to have a large impact on our business As you have already approved several other service stations. Hay is a small town and this is only going to start a fuel price war and business will close. We request that the council refuse the application
Thankyou
[redacted]

This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

HAY SHIRE COUNCIL

[redacted]

Hay South.

NSW 2711

04-11-2025

To General Manager,

Hay Shire Council,

PO Box 141,

HAY NSW 2711.

OBJECTION TO DEVELOPMENT PROPOSAL DA No. 2024-67

We wish to formally object to the proposed development of an unmanned refuelling facility at 310 Moama Street, Hay South. This proposal has previously been rejected by Hay Shire Council and continues to be strongly opposed by local residents and business owners for the following reasons:

A) **Safety and Traffic Concerns**
The proposed entry point of this facility from the Stuart Highway into University Road is unsafe. Trucks are travelling at high speeds (up to 100km/h) and need to decrease their speeds rapidly to enter the site, creating a serious hazard. The glare from the sun from rising and setting will limit the visibility of drivers travelling East and West, increases incidents of accidents. The intersection is already heavily used by caravans and local traffic accessing the nearby park, making this a very inappropriate location for a high-volume truck stop.

B) **Costly and Unjustified Road Alterations**
There will have to be significant road alterations required to make this facility compliant with safety standards, this includes widening of lanes, new turning bays, drainage improvements, and additional signage. these alterations would come at a substantial cost and does remain unclear as to who would be paying for them, the developer, or the ratepayers. It is highly unreasonable for Hay ratepayers to bear this burden for infrastructure as it is only required solely by a private commercial operator. Additionally, the continued maintenance and accelerated road wear from the more frequent and heavy vehicles will further strain the council resources. Especially considering RMS already cannot keep up maintaining road and damage caused.

C) **Economic and Community Impact**
Hay already has multiple operating and approved fuel stations within very short distance, which already service both local and traffic. An additional unmanned facility will not create local employment opportunities or reinvest profit back into the community. Instead, this facility will take business away from existing operators who do employ local residents and contribute to council revenue through rates and services. This will undermine local businesses and reduce overall community prosperity.

D) **Environmental Concerns**
The development of this site is located remarkably close to residential housing and the caravan park, posing risks of noise, air pollution, and dust. Truck movements like idling engines and nighttime lighting will disrupt the residents and visitors. The developers plan for tree planting will not adequately screen the site or mitigate any noise given the size and height of trucks. There are no clear provisions for waste management, spill contaminant, or dust suppression, which are all particularly important in a dry and windy climate like Hay.

E) **Planning and Governance Issues**
This proposal has already been rejected by the Council based on sound reasoning and overwhelming community opposition. Reintroducing it undermines the Council's creditability and the trust of local residents. There has been inadequate community consultation during this latest submission, and many affected residents and business owners were not notified. The land's current zoning does not support high-traffic industrial development and approving it would contradict the Council's own stated values of community welfare and responsible planning.

Overall, this proposal presents clear safety hazards, financial burdens, environmental degradation, and economic disadvantages for the Hay community. It offers no measurable benefits to residents and risks setting a precedent for poor planning decisions in the future, we do urge Hay Council to uphold its previous decision and permanently reject Development Application No. 2024-67.

Yours Faithfully,

[redacted]

HAY SHIRE COUNCIL

Hay Shire Council

0 5 NOV 2025

3rd November 2025

[redacted]

HAY NSW 2711

To Whom It May Concern,

I strongly object to the Development Proposal for an unmanned truck refuelling facility at 310 Moama Street HAY.

At the Council meeting on the 19th June '25, the gallery was packed with objectors to IOR's unmanned fuel station request. It was fairly obvious there was a united voice against it.

Under Council Corporate values, it states Council will consult with the community and be guided by their wishes and they will deliver on their promises.
Council was guided by the community wishes and voted against the proposal.
The Councils Mission Statement was achieved by caring for the welfare of their community.
The people had support from their council and faith was restored.

However, if Council goes back on their word and is in breach of Caring for the Welfare of the Community and delivering on its promise, this could potentially lead the objectors to take their complaint to the NSW Ombudsman and further.
So once again, the residents of Hay who will be affected by this proposal will not back down and are prepared to do whatever it takes to insure this proposal is rejected again.

This is the 3rd attempt , the first application was rejected in 2016, the 2nd rejection was in June this year and now a letter received from Jack Terblanche, Executive Manager for Planning and Compliance dated 21/10/25 for another review of determination with only 2 weeks to reply and stating the objectors have no right to appeal Councils decision.
Why does IOR have a right to appeal the 2 previous rejections of this proposal and the objectors don't?
The majority of councillors voted against this proposal on June 19th 2025 and that should have been final.

Is the Executive Manager for Planning and Compliance forgetting that he has a duty of care to residents under the NSW Local Councils responsibility?
It is stated that:-" Under planning and development councils must manage local planning to ensure the development of **the area is safe and meets the community's needs."**

The proposed area is not safe. The speed limit on the Sturt Highway into Hay just near the proposed site changes from 110Kms to 60kms. I owned the Hay Caravan Park for 4 years which is situated about halfway between the 60 km zone sign and the proposed IOR site. I personally witnessed and can 100% guarantee that on that stretch of the road trucks are going well over the speed limit and more likely travel at about 80kms past the proposed site. They don't slow down!
Due to the narrow access entrance into University Rd, trucks will have to veer out onto the wrong side of the road into the oncoming traffic to be able to turn into the site road. How will that be possible when the oncoming traffic is another truck?
To add to the safety issue, the blinding sun is a problem when travelling due east and west on that Sturt Highway at certain times of the day. This will be very dangerous with a couple of trucks veering wide and turning in and out at the narrow University Rd entrance then add a couple of caravans with elderly drivers entering/exiting the caravan park to the mix and it could be deadly.

Hairy Panic or more commonly known as blow grass is a massive issue over the summer months blowing in from the agricultural land around South Hay. It is nearly impossible but a constant job for businesses and residents along the Sturt Highway to deal with. This blow grass would easily build up as high as the proposed wooden fencing and swirl around the buildings and in the ablution block. It would be an unfathomable problem and no one to deal with it.
It is extremely flammable and would only take one careless cigarette spark, truck exhaust or a DPF burner for the whole show to ignite. Unless this has been witnessed it is hard to describe how bad blow grass is.
It will be a disaster waiting to happen.

The Community does not need it or want it and Hay does not need another service station; there is already a Shell and a Caltex 1km away, another fuel station currently being built even closer at the roundabout, another in the main street with yet another old existing fuel station to be up and running again. That's 5, that's enough!
All three current existing Service Stations were not notified by the council of this proposal which will directly affect them. Why not?

From an objective point of view the only benefit an unmanned fuel station will bring to Hay is possibly the price of fuel will be slightly cheaper due to the fact there are no employees. However this income will go to IOR and there will be zero economic benefit to Hay. The current rate paying Service Station businesses will be affected and may not be able to remain viable, as it is, with 2 new service stations coming, it will make it harder for them and they don't need another one to contend with.

The layout changes for the proposed site show 2 additional large native trees. They will take roughly 10 years to grow and hardly be effective that's if they survive. Considering this site is unmanned, who is going to water and maintain them in this dry climate? There are currently 6 mature native trees along the fence facing the highway which are spindly and do nothing at all to block noise or unsightliness. The 8 or so allotted trees would be of little use and take years to grow. The proposed wooden fence is only 2 m & 2.4m high, trucks are about 5 metre high.
It won't stop noise. An ablution block at an unmanned fuel station will be disgusting.
There is a proposed extension on the site with no details or description. Does Council have an explanation for this proposal?
Has any provision been made for dust suppression? Road trains will drop a heap of dust from their many wheels when they stop, without hosing it away the dust will build up and the predominant, prevailing south west winds will undoubtedly blow dust over the houses across the road on the northern and north eastern side, including The Hay Caravan Park. Do the proponents intend to adhere to EPA guidelines for dust suppression in a residential area?

In the review letter, IOR has deleted and failed to show in the picture the residences close to the road on the right hand side of the digital photographs. Nowhere else in QLD or NSW has an unmanned fuel station been built in a residential zone.
This area of Hay is zoned residential and agricultural. A further investigation is needed as to why this land was rezoned for an exceptional condition to allow IOR to proceed in the first place. Was there a discussion, as there is very little about changing the zone in Council minutes from meetings in 2023 and 2024?
At the 12th August '24 Council meeting only Tony Domaille was notified initially about an unmanned fuel station.
Why wasn't everyone affected notified? Was there a 30 day public exhibition; was it in the local paper?
This gives the impression the proposal was rushed through before anyone knew what was going on.

If Council is found to have caused emotional distress to a resident who can provide proof of medical records , psychological evaluations, journal entries and witness observations there is grounds for them to Sue Council for up to $500,000. Some residents are very distressed about this whole ordeal.

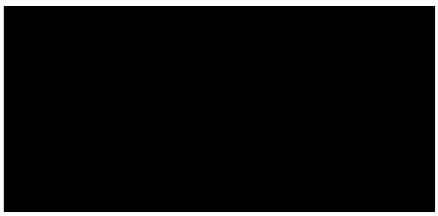
I gather this has been a long standing process by IOR who leased the block of land in 2016 and purchased it in 2019, the same year David Webb became General Manager. I acknowledge it is unfortunate for IOR who have spent a lot of time and money to get to this point but please understand and respect that their business will not have one single benefit for Hay but instead will only take from our community. It is not welcome here.

I spoke to Stewart Morland IOR after the Council meeting in June when the proposal was defeated; he said if I could find an alternative site he would be open to suggestions. I proposed an ideal site would be the corner of the Sturt Hwy and the Carrathool turn off. I approached Geraldine and Jeff Blair who own the block of land on this corner and they were very agreeable to selling land to IOR for a fuel stn. Their house is approx. 1km away and would not be affected and there are no other houses nearby. The township of Carrathool and the Cotton gin would both benefit. Stewart Morland looked at the site on a computer and decided against it due to it not being in a 60km zone area and that it would be too expensive to build the access road to the site. Does this indicate that IOR are not prepared to widen the access road into University Rd or will they expect the Council to improve the access?

All in all an unmanned fuel station is a dirty, noisy, dusty, dangerous eyesore that should not be built near residences. I'm sure no one would want this built 75 metres from their front door!

Collectively, the affected residents and businesses would like Council to vote once and for all against the IOR proposal for an unmanned fuel station at 310 Moama Street.

Yours Sincerely



[redacted]

04th November 2025

Hay Shire Council

134 Lachlan Street,

Hay, NSW 2711

The General Manager of The Hay Shire Counsil,

Re: DA No 2024-67-2

310 Moama Street, (Sturt Highway), Hay

IOR Unmanned Truck Refuelling Stop

I have lived and worked on University Road most of my life. My family home is on University Road and my farming business also is on University Road. I now grow cotton and grain crops but previously grew vegetable crops with my family until I went out on my own leasing my parents block's to join onto my own block's. I have my own truck which I cart my own produce and also my neighbours cotton. I use my truck to cart my excavator to and from University Road to my other farm on the Sturt Highway. All our supplies for the farm use University Road as do all the my neighbours. University Road is the life blood of all who live and work on the farms along it, rely on it completely.

I am against this proposal for the following reasons.

My major concern is safety to all who use University Road, it is a narrow road that when two trucks pass they both need to drive off the sides of the road to pass safely and when two cars pass at least one car needs to drive off the side of the road. University Road is not B-Triple rated and would not handle the proposed truck use on it (that being in their words four B-Triples per hour, one every 15mins). I see that this has now been changed conveniently, so how do we know what the truth is, it was 4 trucks per hour now saying 1 truck per hour that's a big difference. Has this been changed so it looks better on the proposal?? There will be trucks definitely passing on and off University Road at the same time at a constant rate which doesn't allow much time for us road users safe access. These B-Triple trucks weigh approx. 82.5 Tonnes. Can you imagine sharing a narrow road with these trucks in a car or even my truck. If there is an accident between a car and one of these trucks can you imagine what is going to be left of the car and its occupants. The intersection between Moama Street and University Road is a dangerous one now, I can not tell you how many times a truck has come up behind me, while waiting to turn into University Road, they come up so quick and so close that they can not stop so I have to pull off onto the dirt on the other side of the road to let them pass. Many people have had the same experience. They say there is very little impact on road users

again reads better on their proposal but as a road user on these roads every day we all know that this not true.

The Traffic Impact Assessment supplied by the proposal is difficult to understand and misleading.

: They say the proposed development is unlikely to cause any impact on the surrounding Road Network.

The intersection of Moama Street and University Road is not equipped for B-Triples to enter and exit. Even with the proposed road upgrade it will be a very dangerous intersection for road users. These trucks are very heavy vehicles and when turning puts an unbelievable amount of pressure on the surface of the road. The road that we rely on everyday several times a day. Any interruptions to these roads affect our access to our homes / farms.

: Their assessment of the traffic on the 8th August 2023 again misleading. AM and PM peak hour traffic report.

We are farmers we don't work AM and PM peak hours. We work all hours sometimes 24 hrs when watering crops etc. We know who uses this Road and how many times we use it , everyday 7 days a week for over 40 plus Years. The families along this road have been here for a long time passed down to their children and grandchildren.

: They say that 4 B-Triples per hour will use this site. That's 1 every 15mins, that's 96 trucks a day down our narrow road. Turning on and off the Highway. Again what is the truth its been changed to 20 to 30 trucks a day?? How can we trust anything they say when it keeps changing. Saying whatever they think will sway the decision. This is our town and our lives put at risk. The truth matters.

What happens when 3 or more trucks come in at once, where do they park, is the facility going to handle that sort of traffic safely. Where do the trucks park when the driver has a shower and uses the toilet.

: They say that informal parking is possible along Moama Street and informal parking is possible along University Road.

Again misleading no parking possible along either road. University is a no through Road if a B-Triple comes passed the refuelling station there is nowhere for it to turn around. They will not have access to private properties so what do they do, block our road, stop our access. If there has been a rain event the table drains fill up with water they cant drive off the side of the road and with proposed run off of water from the site also running into the table drains they are going to be very full and take a long time to dry up, if ever. If they park along University Road, this will make access for us dangerous and congested making it very hard for us existing road uses. We use our truck for our livelihood and need access to our road. My neighbour needs trucks to cart his produce away everyday that's his livelihood for his family. University Road can't be blocked or cause anyone safety issues. He has 5 to 10 workers each day that need to get work as well.

:They say the intersection of Moama Street and University Road has no safety issues.

Again misleading, as a truck driver the view coming from University Road onto Moama Street is at present very dangerous as there is not a clear view of on coming traffic. The trees to the left obscures the view which means you need to move forward onto Moama Street to get a clearer view which puts you in a dangerous position. This could be prevented if the trees are cut or removed. The view is clear in a car but not a truck.

: They say no crashes in history.

That's because all who uses University Road knows the road, respects one another, gives way where needed. People who use the road like exercises (walkers, runners and push bike riders), people who walk their dogs, we know who uses the road and we look out for these things, respect everyone. We have a lot of elderly people who use this road every day. Do you think these truck drivers will show the same respect. Safety is a big issue.

B-Triples will destroy our road in no time, who will maintain this? Looking at other sites this company has throughout Australia on their website, the roads outside these stations you can see the stress on the roads and we will be no different. Most of the sites are in big industrial areas with a lot of room to move around with round abouts and island roads.

The Intersection of University Road and Moama Street road surface will not handle this sort of heavy traffic turning on and off it. (again their words 4 B-Triples per hour, 96 trucks a day). Again changed to 1 truck per hour, do they really know or just lies to get this passed?? That's a lot of stress on the already patched up roads existing. This will destroy these 2 roads as we know it. Who pays for the repairs?

At the exit on this site there is a power pole and telecommunication line close to the road, if a truck takes a wide turn there is a real possibility of hitting this or damaging this, again things we rely on.

The raw water pipe runs along the west side of the road very close to the road and that is a 2 inch poly pipe, how is that going to handle heavy vehicles at the rate the proposal predicts.

This IOR Company who has put this proposal forward purchased this land in 2019 knowing that the same proposal was rejected in 2016.Then another put forward in early 2025 which was rejected overwhelmingly by the elected councillors and Hay community What's changed ?

Another major issue is that an Unmanned Truck Stop does not support our town or its people. No jobs for locals or no support for local businesses. It's a Queensland Company, that means no revenue for our town and no revenue for our NSW State so why are we even thinking about this. They can promise to donate to charities or individuals but the fact is still the same they take Millions out of the Hay community and destroy our infrastructure and roads for what, who's gaining???

Our town already has 2 service stations, 1 being built and 1 already approved by council to be built. That's 4 in total in South Hay. This unmanned truck stop will financially affect existing businesses in a big way. These local businesses employ local people and are locally owned. They support other local businesses and donate to sports clubs etc in the town. They already have the facilities to cater for these trucks and more. There is safe parking for these trucks, food for the drivers and clean amenities for the drivers. If you speak to these drivers they are very happy with the facilities offered here and it is a welcomed break in there trip. They get face to face contact whether it be staff or other drivers and they are very pleased with clean amenities. If this stop is taken away from them they will be forced to fill up with fuel and keep driving as big companies only care about deadlines not so much the safety of there drivers. Lets help protect this industry and keep them safe, remember we all share our roads with them.

Another issue is the amenities at this unmanned truck stop, who keeps this clean, as we all know in the industry if the amenities are not clean the driver will not use them they will just go outside (you see this on social media all the time). What is the response time if these amenities blocks up, where does that waste go.

The waste water the proposal talks about that flows into the existing table drains on University Road and Moama Street, how clean will it really be and will it have a smell. If this water sits in the table drains for any period of time will this then be a problem with mosquitos and the diseases they carry. The table drains in a rain event fill up now how full are they going to be then with the run off from the site and flow from waste water, this can potentially be a problem. As was discussed at the meeting of the last proposal the waste water can potentially run into the Murrumbidgee river which is NOT acceptable.

What happens to the Rubbish there no mention of this in the proposal.

What happens if the equipment breaks down, what's the response time to fix it and where do they come from. Where do the trucks wait, what if there is a build up of trucks.

What water source do they use for their amenities. Is it the raw water pipe that runs down the west side of University Road. This is a 2 inch poly pipe that services the existing farms and homes on University Road. The pressure is minimal for us now. They had to replace it about 4 years ago as the Farm University at the end of University Road was not getting any water. When it was originally put in the pipe only catered for 2 properties that wanted it at the time and others now have joined it the pressure is really low. If another business connects at the top of the line there will be no pressure for us or anyone. If this line needs to be replaced with a bigger pipe, 2 problems the Hay Shire will have to pay for this and where the proposed road upgrade is will cover the pipeline. Something that will need to be looked at.

CONCLUSION

I am not against progress in our town if fact I am all for it as long as it benefits the town and its people like employment opportunities, supporting local business, tourism and keeping our town and its people safe, important things. I don't see this happening at all with this proposal in fact the opposite. Taking jobs, taking revenue from existing business and safety issues to our roads.

We have a great town with great people who take care of each other, we take pride in what our town represents, we want new projects to works with the town and we want to make our town attractive for tourism and to hopefully attract new people to live here, all things to support our town and make it greater.

We have a local council that represents local people and what is best for our town. I understand it is hard to keep everyone happy but all I ask is that you take into consideration what my concerns are and why I have raised them.

My final questions I have to people making this decision.

Would you like to live in the vicinity of this Unmanned Truck Refuelling Station that operates 24/7 and share a small farm road with these B-Triple Trucks.

Would you like your family business income taken away from you to a big corporate company from another State.

Would you like to lose your Job because your employer can afford to keep you due to lack of business.

Would you like your home devalued because of an Unmanned Truck Refuelling Station was nearby or the fear of an accident by car or truck was to happen at your doorstep and pray that no one is hurt.

I don't understand how this proposal has been considered again when the councillors voted against it last time, the community voted against it last time both overwhelmingly. The Hay community was so happy the Hay Councillors stood up for the people of Hay against this big company and here we are again. There is a large part of the community that is considering to take this further should this proposal be approved, discussions have taken place. We have seen how this proposal has destroyed our friend's health with the stress of this being built on there door step, maybe compensation for ongoing health issues is something to consider.

The proposal says by planting a few trees and putting up a wooden fence that all the problems will go away, oh please, what do they think the people of Hay are uneducated that a bandage will fix the real problems with this proposal.

This proposal is Not going to help anyone in Hay only a big company that is based in Queensland.

Thank you for taking the time to read my concerns.

Yours Faithfully,

[redacted]

PAN-575301 Planning Portal Exhibition Submissions:

1.
Case Type: PublicSubmission
Submission: I am making a personal submission
First name:
Last name:
Email:
Address 1:
Suburb/Town: Hay South
Postcode: 2711
State: New South Wales
Please provide your view on the application: I support it
Submission: As a resident of South Hay I support the development proposal based on the following 'personal' requirements;
- Illuminated signage to develop less than 1 lux on any residential buildings.
- The site to be open to regular vehicles (not just high flow trucks).
- Future acceptance of vending machine(s) located on site.
- Future, if not current, proposal of petroleum fuels such as 91. 95, 98 Octane.
- Local based only cleaners for ablution block/site maintenance.
- Animal proof, anti tamper/mass dumping garbage bins/skips.
- Undercover area for payment station.

I have read and understood the above: Case SUB-14063 is created successfully.

Created: 22/10/2025 22:16

PAN-575301 Planning Portal Exhibition Submissions:

2.
Case Type: PublicSubmission
Submission: I am making a personal submission
First name:
Last name:
Email:
Address 1:
Suburb/Town: Hay
Postcode: 2711
State: New South Wales
Please provide your view on the application: I object to it
Submission: The timeline of the re-zoning of this land right through to when DAâ€™s were submitted right through to now are questionable. Was the initial re-zoning advertised? Locals seem to have been completely unaware of the re- zoning at the time. Minutes from the council meet in at that time can not be found by those of us who question the integrity of this decision to begin with.

The safety aspects of the re-fueling station are highly questionable as well. A main highway with trucks entering and departing not far from the speed change coming into Hay.
The impact on residents in the area is clear. This has already been made clear I objections to the past 3 x applications for the development.

What benefits are there to our community? No full time employment, take away business from already existing service stations that do employee locals.

How can a development that was â€˜Ickes back by our council only in the middle of this year, be back on the table?

Further investigation should be conducting into the handling of the DA application from the council, showing proof of the initial re- zoning and any conflicts of interest that may have occurred.

There are far more important issues the council could be concentrating on to increase industrial industries in our town that support and employ our people, with no disruption to residential living or increasing the risks of accidents.

There are businesses already existing in Hay that need room to expand or to bring more productivity to Hay. Industrial Parks exist in many other small country towns and Hay could benefit greatly from this. Push for more such spaces for example opposite the Hay Showgrounds and stop giving such developments as this the time and efforts, that clearly are disruptive to our residents living, safety and not giving back to the community.

I have read and understood the above: Case SUB-14091 is created successfully.
Created: 27/10/2025 16:03

PAN-575301 Planning Portal Exhibition Submissions:

3.
Case Type: PublicSubmission
Submission: I am making a personal submission
First name:
Last name:
Email:
Address 1:
Suburb/Town: Hay South
Postcode: 2711
State: New South Wales
Please provide your view on the application: my objections are the same as the last two times- noise, dust, smell, damage to the road and also, we will be taking this up with our local member of parliament as to why this company has been pursuing this site for nearly 10 years, as we do not object to IOR having an unmanned fuel station in hay just not on this site e.g. too close to houses and tourist caravan park.

Because who would buy a block of land that was at first not even zoned for this type of business unless something was promised.

I have read and understood the above: Case SUB-14096 is created successfully.

Created: 27/10/2025 17:52

PAN-575301 Planning Portal Exhibition Submissions:

4.
Case Type: PublicSubmission
Submission: I am submitting on behalf of my organisation
First name:
Last name:
Email:
Address 1:
Suburb/Town:
Postcode: 5075
State: South Australia
Please provide your view on the application: Hay already has two truck stops that currently provide including the Shell roadhouse that we currently operate under Tasco. Council already knows that their is acute worker shortage in hay, there are already two more fuel business approvals granted by council that will impact the current businesses. With an unmanned site it will be hard for the existing businesses to operate profitability and support the employment of current employees.
An unmanned business does not bring any new workers or employment to town but seriously impacts the current businesses that provide employment and growth to town.
With manned sites they act as an information centre for tourists as well directing tourists to other businesses in town.
Council has a responsibility towards the existing businesses in town as well.

Regards

I have read and understood the above: Case SUB-14103 is created successfully.
Created: 28/10/2025 15:53

PAN-575301 Planning Portal Exhibition Submissions:

5.

Case Type: PublicSubmission
Submission: I am submitting on behalf of my organisation
First name:
Last name:
Email:
Address 1:
Suburb/Town: Hay
Postcode: 2711
State: New South Wales
Please provide your view on the application: I strongly object to the submission. I have reviewed the new documentation by IOR and do not feel they have addressed any of my concerns. My concerns stand by my previous objection submission. I also question the below items:

1. Noise 24hrs a day from the breaking and acceleration of trucks while they enter University Road from the Sturt highway and while they enter the Sturt Highway from University Road - less than 100m from my home.

2. Lighting from trucks leaving the site and heading east on the Sturt Highway - these lights will directly light up my home throughout the night.

3. Dust & fumes flooding our home directly from the site by the predominately WSW & S winds.

4. The noise from idling trucks (refrigeration or livestock), while the truck drivers use the ablution block.

One final question, would you like to live less than 100 m from a 24hr Unmanned Truck refueling facility?

I have read and understood the above: Case SUB-14112 is created successfully.

Created: 29/10/2025 22:30

PAN-575301 Planning Portal Exhibition Submissions:

PAN-575301 Planning Portal Exhibition Submissions:

6.

Case Type: PublicSubmission
Submission: I am submitting on behalf of my organisation
First name:
Last name:
Email:
Address 1:
Suburb/Town: Hay
Postcode: 2711
State: New South Wales
Please provide your view on the application: I am a managing partner of Shell Hay Roadhouse, I oppose to this as I don't see any need of an unmanned fuel station in the town. The town will not benefit whatsoever from an unmanned fuel station. We at Shell, where we employed 18 local staff, will be affected if this unmanned fuel station pushed through. With Ampol, another new service station next to South Hay Pub, 1 in the main street, plus another one coming in the main street, it will be just more difficult for us to sustain employing the locals as this will means less customer for Shell. We are already struggling, sales wise, if it's not school holiday or long weekend. Having an unmanned fuel station will just push our business into brink of making our staff redundant and probably shut down the service station in the near future. Hopefully the council will listen and protect the existing business that are beneficial to the town. Thank you.

I have read and understood the above: Case SUB-14157 is created successfully.

Created: 3/11/2025 9:40

PAN-575301 Planning Portal Exhibition Submissions:

7.

Case Type: PublicSubmission Submission: I am submitting on behalf of my organisation
First name:
Last name:
Email:
Address 1:
Suburb/Town: Hay
Postcode: 2711
State: New South Wales
Please provide your view on the application: The subject land is located in the Hay Shire Council local government area (LGA) and zoned RU1 Primary Production. Hay LSPS has identified the subject land and wider South Hay area for future industrial zoning, and the land may be noted in the Hay Structure Plan for future development, however there is no update of this in the public record or in the application or the Critical Risk Assessment stating that it has been rezoned. As such I object to the approval of an industrial application in a Primary development zone. Identifying and protecting important agricultural land in the Hay Shire is fundamental to the future of agricultural production within the LGA and Region. (Hay Structure Plan.)

The objectives of the RU1 (Primary Production) zone are:
â€¢ To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
â€¢ To encourage diversity in primary industry enterprises and systems appropriate for the area.
â€¢ To minimise the fragmentation and alienation of resource lands.

â€¢ To minimise conflict between land uses within this zone and land uses within adjoining zones.
The use of the site for the purposes of an unmanned refueling facility (service station) is VERY INCONSISTENT with the objectives of the zone. There will be CONSIDERABLE adverse impact on nearby land uses and the nearby residents with NOISE, LIGHTING, INCREASED FIRE RISK, INCREASED TRAFFIC EXITING & ENTERING STURT HIGHWAY located on an identified section of risk road & traffic incidents. The unmanned truck refueling facility will not provide any benefits to the community or the industrial sector in Hay as there is already an adequate number of service stations & further development approved for existing service stations in the area that are more than capable of servicing the public, passing traffic including trucks and other local & regional workers in the area to refuel for 24 hours 7 days a week and the other established fuel businesses provide important food & beverages/rest facilities as well.

I have read and understood the above: Case SUB-14166 is created successfully.

Created: 4/11/2025 13:57

PAN-575301 Planning Portal Exhibition Submissions:

8.

Case Type: PublicSubmission
Submission: I am making a personal submission
First name:
Last name:
Email:
Address 1:
Suburb/Town: Hay South
Postcode: 2711
State: New South Wales
Please provide your view on the application: This could be located further out of town away from residential areas.

There is already two 24hr service stations and a third being built already on this highway.

I would prefer the land be used for building family homes.

It brings no money into the town as no staff will be hired.

The exit road is directly across from my property which will result in my house being lit up from headlights at all hours of the night.

I have read and understood the above: Case SUB-14171 is created successfully.

Created: 4/11/2025 19:51

TfA Ref: 19297
Council Ref: DA No. 2024-67

19 November 2025

The Chief Executive Officer
Hay Shire Council
Via NSW Planning Portal

Attention: Jack Terblanche (Executive Manager, Planning and Compliance)

Dear Jack,

RE: RESPONSE TO PUBLIC SUBMISSIONS
DEVELOPMENT APPLICATION (DA NO. 2024-67) – PERMITTED WITH CONSENT (SCHEDULE 1: ADDITIONAL PERMITTED USE) FOR A SERVICE STATION (UNMANNED TRUCK REFUELLING FACILITY) AT LOT 2 DP1212081 OF 310 MOAMA STREET, HAY SOUTH NSW 2711
SECTION 8.2 REVIEW OF DETERMINATION UNDER THE E&PA ACT

On behalf of IOR Pty Ltd (the applicant), we hereby provide the council with a response to the public submissions received as part of the Public Exhibition period carried out by the Hay Shire Council (the council) for the above Section 8.2 Review of Determination.

The period of Public Exhibition for this application commenced from 22 October 2025 to 5 November 2025. During this time, we understand twelve (12) submissions were received against the proposed development and one in support.

Key Mitigation Measures

From the outset, we note that a number of submissions do not acknowledge any of the design changes made as part of this Review of Determination application. It is our strong view, that concerns around noise, visual impact and light pollution are now categorically addressed with the mitigation measures proposed.

These measures include the following:

- Installation of a 2.4m high double-lapped acoustic timber fence attenuating noise from the truck refuelling lanes.
- Installation of a 2m high screening timber fence to the Moama Street / highway frontage.
- A dedicated 5m wide landscaping buffer with mature tree screening to Moama Street.
- Installation of best-practice lighting management controls and anti-glare lighting shields (subject to a specialist light spill analysis conducted by a qualified lighting consultant).

These measures provide appropriate screening to the nearest residential premises and are in direct response to the comments raised during the previous public consultation exercise.

Acknowledgement of the Approved Planning Proposal (Rezoning)

This Review of Determination is the subject of a refusal of a Development Application at the Council Meeting on 19 June 2025. In this instance, the Councillors sought to vote against the recommendation of approval by the council's planning team. Key to the council planning team's justification for the approval, is the following:

1. The establishment of the Planning Proposal, approved via Council Meeting on 16 August 2024, allowed the proposed unmanned truck facility to be listed as an "Additional Permitted Use" under Schedule 1 of the Hay Local Environmental Plan (LEP).
2. All relevant State agencies endorsed the development application, including Transport for NSW (TfNSW) approving the proposed intersection works at Moama Street / University Road.
3. The applicant demonstrated compliance with all relevant provisions of the Hay LEP and State Planning Policies (SPPs).

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The Planning Proposal involved its own public exhibition process which was done for 30 days in line with council's policies and the Gateway Determination. The Planning Proposal was advertised in the Riverine Grazier and online via council's website. Notification letters were sent out by council to all properties within a 500-metre radius, 67 properties in all. The developer-led IOR Planning Proposal was duly ratified by the Hay Shire Councillors with majority vote at the Council Meeting on 16 August 2024 (PP-2023-2746).

For the benefit of the Councillors and members of public reviewing this letter, this Planning Proposal now makes the proposed use "permitted with consent" under the relevant provisions of the Hay LEP. It is at the Planning Proposal stage, where considerations around whether or not the use should, in-principle, be located over the subject site are assessed. A determination has been made by the council in this regard, as supported by the Parliamentary Counsel's Office (PCO), and an approval has been granted to finalise the Hay LEP.

The onus on the applicant to demonstrate first principles and land use acceptability over the subject site, has therefore been discharged.

We are now focussed on the development application process which considers the more, finer-grained details as to whether appropriate measures are in place to provide a safe, well-designed facility that appropriately mitigates any potential for off-site negative impact.

Through the mitigation measures summarised above, and the key points summarised below, this application fully addresses all relevant provisions under the Hay LEP and supporting SPPs and is therefore appropriate to be approved by council.

Response to Public Submissions

The table below focusses on the main issues that have been raised by the 12 submissions against the development. For the benefit of avoiding repetition, it does not respond to any "first principle" land use issues addressed above.

SUBMISSION ITEM	APPLICANT RESPONSE

Traffic Concerns	A number of submissions raised concern with traffic safety of trucks entering and existing via the Moama Street / University Road intersection, including for b-triple heavy vehicles. Many concerns are hypothetical in nature in terms of "what if" a potential worst-case scenario was to occur.
	
	Traffic access and safety has been reviewed at length with respect to the proposed development.
	
	We would summarise our response to traffic matters as follows:
	• A qualified traffic engineer has reviewed the acceptability of this site in supporting the anticipated volume and type of vehicle proposed.
	• An estimated one (1) vehicle per hour is expected to access the site, noting:
	  ○ This volume is minimal in comparison to the existing traffic movements along this section of the highway.
	  ○ More than 50 percent of site users are expected to come from existing highway traffic, either entering or exiting the Hay region.
	• TfNSW has reviewed and endorsed the proposed intersection upgrade.
	• Anecdotal and unsubstantiated claims from submitters should not override the assessment which has been undertaken by both the qualified traffic engineer and TfNSW in this regard.

Noise Concerns	The key generator of noise with respect to the proposed facility will be any idling when trucks are busy refuelling. This will be a longer duration than the vehicle entry / exit process and therefore is the focus of our proposed mitigation measure.

SUBMISSION ITEM	APPLICANT RESPONSE
Noise Concerns – Cont'd	As part of the Review of Determination, the applicant now proposes a 56 metre long, 2.4 metre high double-lapped timber acoustic fence running parallel to the truck refuelling lanes behind the ablutions block. This acoustic fence, coupled with the distance of over approximately 150 metres from the refuelling area to the nearest residence, will provide substantial mitigation of the main noise source generated from the facility.
Lighting Concerns	Submissions raise concerns around lighting from the facility itself and the lighting from trucks entering / exiting the site at night. These matters have been addressed as follows: <u>Lighting from the Facility</u> • A light spill analysis has been undertaken by a qualified lighting consultant. • Findings from the analysis recommended that controlled lighting levels could be deployed over the site using a dimming strategy with activation or specific set light levels at certain times (i.e. council curfew hours between 11pm – 6am). • In addition, light spill will be further mitigated by using anti-glare shields to control the amount of light spillover and reduce upwards glare while focusing light downwards within the facility. • Both this analysis and the consultant's recommendations form part of our Review of Determination material. • The recommended dimming strategy and supporting light spill management plan can be conditioned accordingly by council. • The proposed lighting for the development can also be conditioned to operate in accordance with *AS4282 Control of Obstructive Effects of Outdoor Lighting*. <u>Lighting from Vehicles</u> Key to note with respect to concerns around truck lighting at night is the following important context: • Between the facility and the nearest residences, is a major highway that carries heavy vehicles at all hours of the day. • The facility itself is not expected to generate high volumes of traffic during the late-night hours and, in the context of one (1) vehicle per hour on average, would be minimal in any event. • Significant timber fence screening is now provided to reduce any glare for trucks entering the site, 90m long parallel to the highway (behind the trees and landscaping strip) and 20m following the external curve of the internal driveway in the corner. On balance, all concerns pertaining to lighting are considered to have been satisfactorily addressed and mitigation measures can be conditioned by council accordingly, as recommended above.
Visual Amenity Concerns	One of the substantial changes made as part of this Review of Determination application is the amount of additional screening and landscaping now proposed to near fully screen the proposed facility from the main public vantage points from Moama Street / the highway. This is evident from the rendered 3D perspectives provided with this application. These perspectives are based on the dimensions as stipulated within the 2D application drawings. They will provide extensive screening to the proposed development from the highway.

SUBMISSION ITEM	APPLICANT RESPONSE
Visual Amenity Concerns – Cont'd	Our recommendation is that council conditions both the extent of timber screening and landscaping as proposed on the drawings and that which is outlined in section 3.1 of our SEE Report dated 19 September 2025.
Economic and Community Concerns	A number of submissions draw attention to the impact on some of the local service station outlets within the Hay township. One of the submissions acknowledges that a fair portion of these outlets service the light vehicle, passing tourism trade. These are different demographics than the patrons with which the proposed facility is intended to serve. The proposed facility is focussed on providing diesel fuel to heavy vehicles, including the applicant's own regional truck fleet and those local agricultural and national fleet customers that have customer accounts with the applicant. We note that the applicant has over 130 unmanned refuelling facilities servicing regional Australia. These facilities provide a different offer to the local service stations which predominantly service the local light vehicle, passing tourism trade, and long-haul drivers seeking food and drink amenities. Both services can co-exist and do so in many regional townships of a similar size to Hay.

Summary

The proposed facility has been through both a rigorous Planning Proposal and Development Application process and, through this, has provided meaningful mitigation measures which will ensure the facility can exist in the present site context without unduly impacting the amenity of surrounding residents of Hay South.

In time, this area is earmarked to transition to more of an industrial setting, as evidenced in the Hay Structure Plan 2022 – extract of the Proposed Land Zoning Map below, with the subject site in the IN1 (E4) General Industrial Zone.

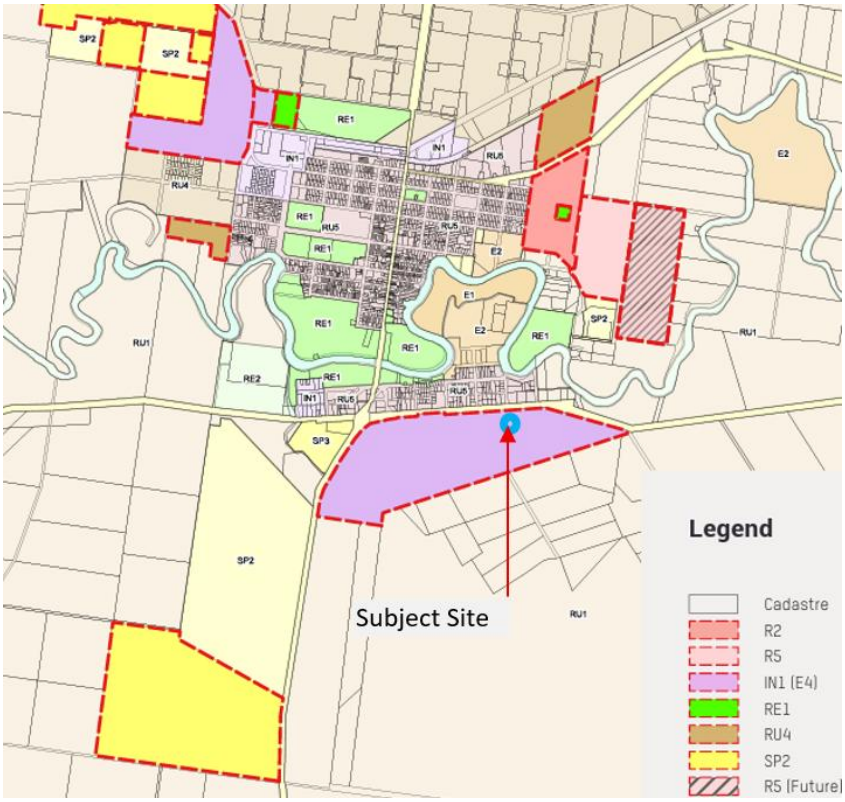

Figure 1: Hay Structure Plan Proposed Zones (Source: Hay Shire Council)

The proposed facility is both protecting the amenity of the current setting and responding appropriately to the future zoning direction. We strongly contend that all core matters raised in previous submissions, that the Councillors previously sought to refuse the Development Application on, have now been addressed and we thank council for considering our response to the public submissions.

Please contact Damien Mackay on (07) 3854 2910 or via email on damien.mackay@tfa.com.au should you have any queries in relation to the responses provided.

Yours faithfully,

Damien Mackay
Senior Town Planner
B.UrbanEnvPlan
For and on behalf of TFA Project Group

Reviewed by,

John Rowell
Director / Principal Town Planner
BA, MURP, RP+(EIA)
For and on behalf of TFA Project Group

Attachment I

LAND USE CONFLICT RISK ASSESSMENT (LUCRA)

IOR – HAY

PROPOSED LAND USE FOR UNMANNED TRUCK REFUELLING FACILITY (SERVICE STATION)

Project Group

CREATE · PLAN · DELIVER

PROJECT MANAGERS | PLANNERS | DESIGNERS | ENGINEERS

LAND USE CONFLICT RISK ASSESSMENT (LUCRA)

IOR – Hay

Proposed Land Use for Unmanned Truck Refuelling Facility (Service Station)

CLIENT: IOR Pty Ltd (IOR)

ADDRESS: 310 Moama Street, Hay South NSW 2711

TFA REFERENCE: 19297

TFA CONTACT: Damien Mackay (Senior Town Planner)

Document Control

REVISION	DATE	PREPARED BY	REVIEWED BY	COMMENTS
A	26 May 2025	D. Mackay	J. Rowell	Issue for Client Review
B	6 June 2025	D. Mackay	J. Rowell	Final
C	11 June 2025	D. Mackay	J. Rowell	Amended
D	3 Sept 2025	D. Mackay	J. Rowell	S8.2 Review
E	19 Sept 2025	D. Mackay	J. Rowell	S8.2 Review – Updated

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1.0 INTRODUCTION

1.1 Overview

This Land Use Conflict Risk Assessment (LUCRA) has been prepared by TFA Project Group on behalf of IOR Pty Ltd (the Applicant) in support of a Development Application (DA) for an unmanned truck refuelling facility (service station) type land use over land located at 310 Moama Street, Hay South NSW 2711, formally described as Lot 2 DP1212081.

The LUCRA has been prepared in response to a request from the NSW Department of Primary Industries – Agriculture to consider environmental constraints to the site, agricultural implications, and potential land use conflicts with agricultural operations in the vicinity (for example dust, noise, odour, traffic) as a result of the development application.

This assessment has been prepared to understand and mitigate potential issues for agriculture in the vicinity. This assessment has also been prepared in accordance with the NSW Department of Primary Industries *Land Use Conflict Risk Assessment Guide* dated October 2011.

The assessment aims to:

- Accurately identify and address the risk of conflict between the proposed land uses and adjoining land uses before the new land use proceeds or before dispute arises.
- Objectively assess the effect and level of the proposed land use on neighbouring land uses.
- Increase the understanding of potential land use conflict to inform and complement development control.
- Highlight or recommend strategies to help minimise conflict and contribute to the development of mitigation strategies.

The assessment comprises four-stages, including:

1. **Information gathering** – site characteristics, the nature of development proposed and surrounding land uses.
2. **Risk level evaluation** – identification of activities and conflict analysis.
3. **Identification of risk mitigation strategies** – assess strategies to manage risk of potential conflict.
4. **Review and recommendations** – key issues, risk level and recommended management measures are summarised.

In addition, a review of the following supporting documentation for the proposed development has been undertaken:

- Endorsed Hay Local Strategic Planning Statement (LSPS) dated January 2020
- Endorsed Hay Structure Plan dated July 2022
- Preliminary Site Assessment, prepared by McMahon Earth Science dated July 2023 (PSI, McMahon, 2023)
- Bushfire Assessment Report, prepared by BCBHS dated July 2025 (Bushfire Report, BCBHS, 2025)
- Stormwater and Oily Water Management Statement, prepared by TFA Project Group dated December 2024 (OWMS, TFA, 2024)
- Topographic Survey, prepared by Polkinghorne Harrison Longhurst dated May 2023 (Site Survey, PHL, 2023)
- Light Spill Analysis, prepared by Light Harmony dated September 2025 (LSA, LH, 2025)
- Concept Landscape Plan, prepared by TFA dated August 2025 (Concept Landscape, TFA, 2025)
- Traffic Impact Assessment, prepared by TTPP dated September 2025 (TIA, TTPP, 2025)
- Development Application Drawings, prepared by IOR Pty Ltd dated September 2025 (DA Drawings, IOR, 2025)
- Statement of Environmental Effects for Development Application Rev C, prepared by TFA Project Group dated September 2025 (SEE, TFA, 2025)

1.2 Scope of Works

This LUCRA has been prepared in support of a Development Application to establish a service station (unmanned truck refuelling facility) type land use development at the subject land.

The proposed unmanned truck refuelling facility development will generally include the following:

- One (1) aboveground, doubled-walled, self-bunded, combination tank for the storage of 80kL diesel (combustible and non-flammable) and 15kL diesel exhaust fluid (non-combustible / non-flammable).
- Two (2) concrete fuel dispensing areas, plus (1) possible future concrete dispensing area.
- Stormwater runoff and dispensing of fuel spillage will be captured and directed to a best practice class 1 oily water separator for hydrocarbon removal.
- Standalone double ablutions block providing 2x toilets and 2x shower facilities for truck drivers.
- Dispersal area for treated water from the double ablutions block via compliant on-site wastewater treatment system.
- 36.5m B-triples being the largest anticipated heavy vehicle accessing the site.
- 20–30 vehicles accessing the site during a 24-hour period.
- All truck manoeuvring areas and crossovers to be of a bitumen seal surface.
- Nominal 2.4m high double-lapped timber acoustic fence, 56m long parallel to the truck refuelling lanes (behind the ablutions block);
- Nominal 2m high timber screening fence, 90m long parallel to the highway (behind the trees and landscaping strip) and 20m following the external curve of the internal driveway in the corner;
- Proposed 5m wide landscaping strip with dedicated mature tree screening buffer along the development footprint frontage to Moama Street. Proposed 2m wide landscaping strip with mature trees along the development footprint frontage to University Road.
- Proposed upgrade and widening to University Road and Moama Street intersection.
- 24 hours, 7 days a week – proposed hours of operation.

Refer to Figure 1 below which depicts the development footprint over the subject land.

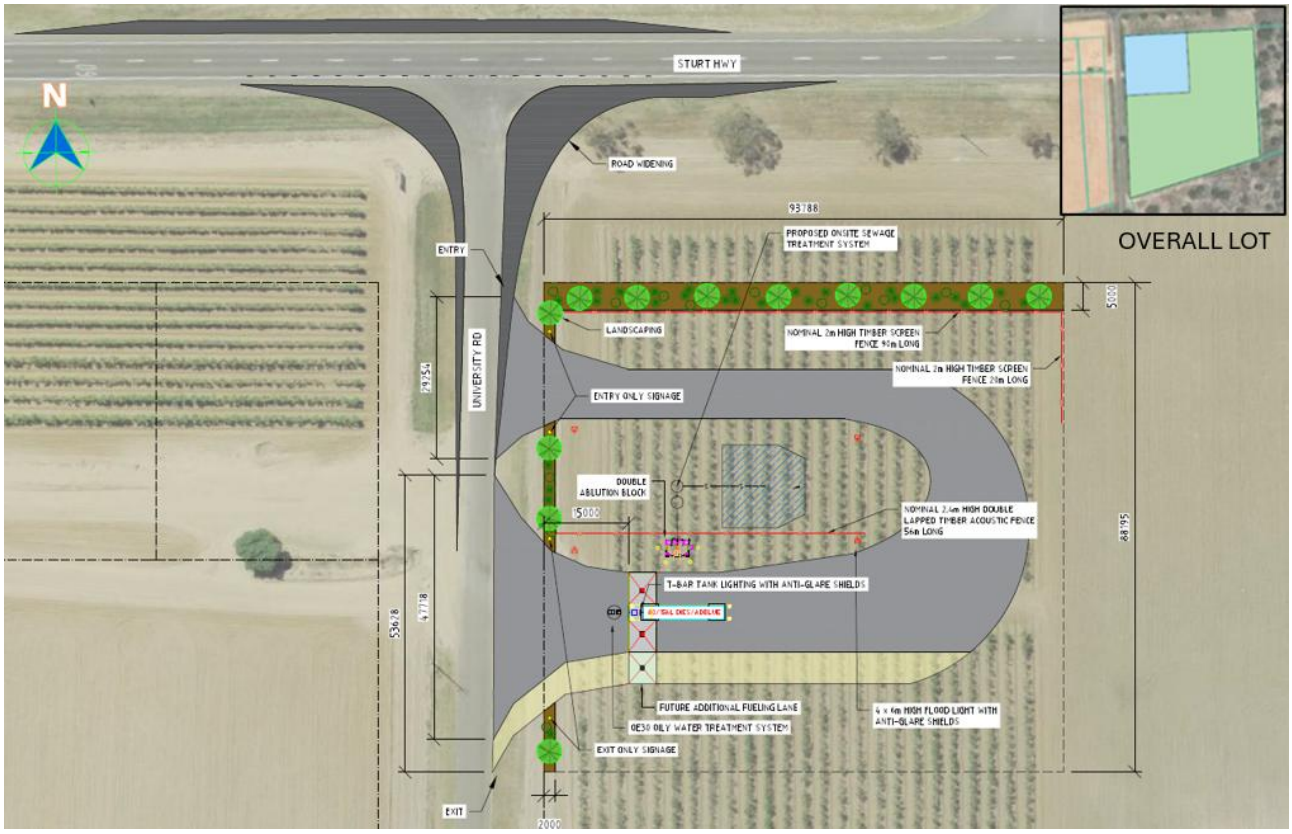


Figure 1: Development Scope of Works – Proposed Unmanned Refuelling Facility (Source: IOR)

2.0 SITE DESCRIPTION

2.1 Site Location and Context

The overall allotment is located at 310 Moama Street, Hay South NSW 2711 and is formally described as Lot 2 DP1212081. The overall lot hereon referred as the 'subject land' is approximately 42,055m^2 in area and is relatively flat in nature. The subject land currently supports remnants of previous agricultural production activities (dilapidated vineyard with dead branches/trellises supports). The subject land is located in the Hay Shire Council local government area (LGA) and zoned RU1 Primary Production.

The area of the subject land which will accommodate the proposed unmanned refuelling facility, hereon referred as 'the development area' has a proposed area size of approximately 8,271 m^2. The development footprint will be located at the northeastern end of the overall allotment. The development footprint fronts Moama Street (the Sturt Highway) and the University Road. The property access is via University Road and Moama Street (which forms part of the Sturt Highway) has a speed limit of 60kmph, and University Road has a speed limit of 80kmph.

Figure 2 below provides a context aerial view of the subject land and Figure 3 overleaf provide a site aerial view of the development footprint area.

Figure 2: Context aerial view of subject land location – subject land highlighted in red (Source: Nearmap)

Figure 3: Site aerial view indicating development area – subject land highlighted in red (Source: Nearmap)

2.2 Surrounding Development

The subject land is located on the northern edge of South Hay and is an area characterised by mostly agricultural production and rural land south of the Sturt Highway.

The Sturt Highway (Moama Street) adjoins the subject land to the north and forms the northern boundary of this site. Land located on the opposite side of this highway from the northeast to the northwest fringe has been developed for the purposes of RU5 – Village zoned uses including rural village lifestyle residential dwellings for the majority as well as a caravan park and various Bed-and-Breakfast / Motor-Inn accommodations adjoining the highway.

University Road adjoins the land to the west and forms the western boundary of the subject land. Land located on the opposite side of this road reserve is zoned RU1 Primary Production and is used for broadacre agricultural land purposes (cropping), agricultural supplies, and a rural residential dwelling. This adjacent agricultural land used for cropping comprises approximately 25ha and extends further through to the west.

To the south of the subject land is mostly non-native vegetation grassland in the immediate vicinity and beyond this approximately 260m is the beginning of the main operational broadacre agriculture (crops), which extends approximately 1km down University Street further south.

To the east of the subject land is mostly non-native vegetation grassland in the immediate vicinity, zoned RU1 Primary Production agricultural land.

Figure 4 below depicts the surrounding context and land uses, identifying closest agricultural farm uses.

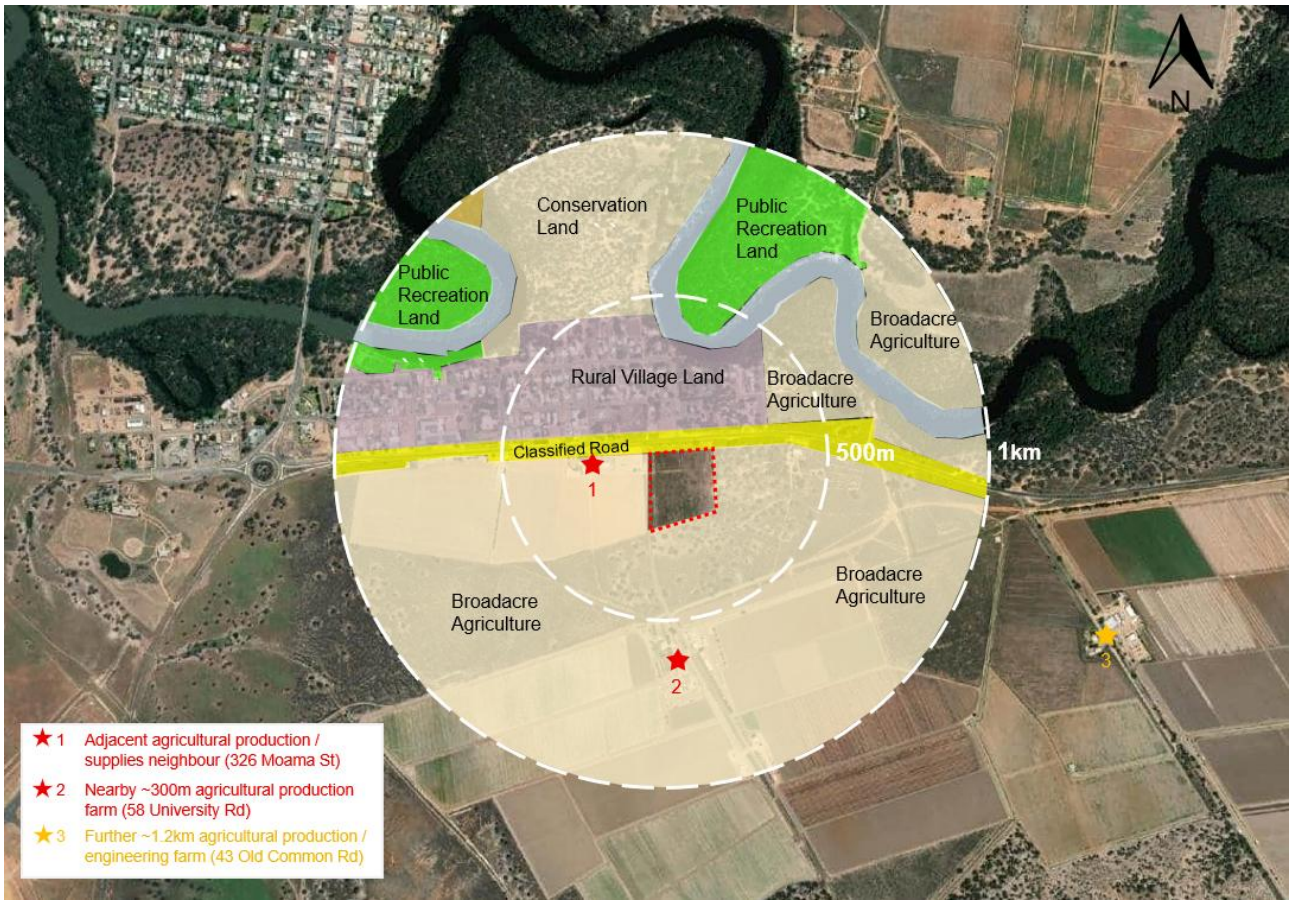


Figure 4: Surrounding Land Uses (Source: Nearmap, Google)

2.3 Surrounding Strategic Growth

The Hay region has undergone extensive strategic growth planning and investigation over the past several years. These statements and plans by the council are described further below.

2.3.1 Hay Local Strategic Planning Statement (LSPS)

The Hay Local Strategic Planning Statement (LSPS) sets out the 20-year vision for land use in the local government area as well as the special character and values that are to be preserved and how change will be managed into the future.

The previously endorsed Hay LSPS has identified the subject land and wider South Hay area for future industrial zoning. Under the Hay LSPS, the following suitable uses are notable:

As such suitable zonings can be proposed for the Highway interfaces, which can include:

- *IN1 General Industrial, which includes the following potential uses as permitted with consent: Community facilities; Freight transport facilities; Garden centres; General industries; Hardware and building supplies; Highway service centres; Industries; Industrial retail outlets; Light industries; Neighbourhood shops; Research stations; Rural industries; Rural supplies; Service stations; Take away food and drink premises; Transport depots; Truck depots; Warehouse or distribution centres; Wholesale supplies – and;*

  Expanding the Industrial Zones around the Highway interfaces provide opportunities for industrial as well as commercial uses. Industrial Zones will also help provide opportunities in the agricultural supply chain for the region, i.e. packing, agricultural supplies, and agricultural services, as well as encourage agribusiness diversification.

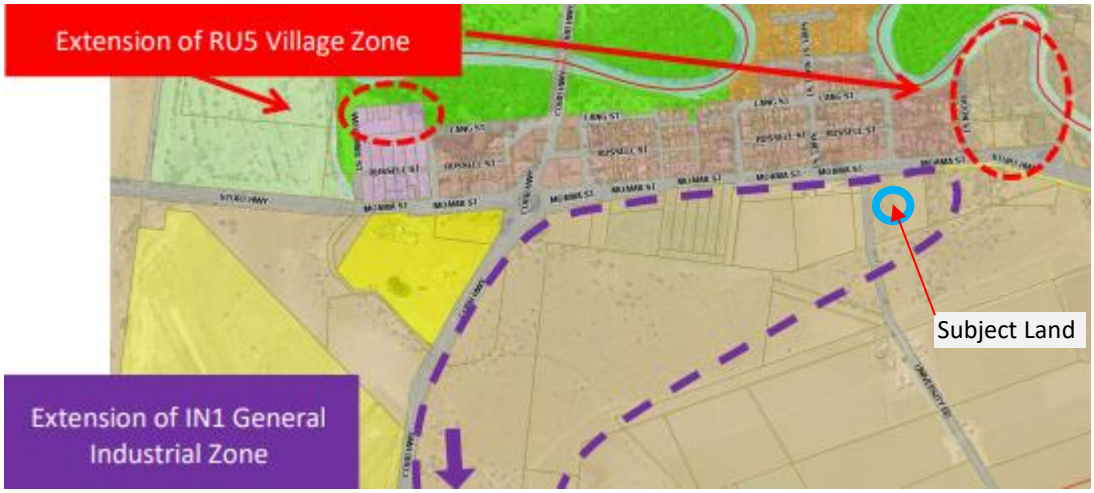


Figure 5: Extract from Hay LSPS – Site highlighted in blue (Source: HSC)

2.3.2 Hay Structure Plan

The Hay Structure Plan (the Structure Plan) provides further detail on the manner in which the areas identified in the previously endorsed LSPS could be rezoned. The subject land is located within the area of the Structure Plan referred to as South Hay (South Hay Industrial Precinct). The Structure Plan identifies insufficient supply of industrial-zoned land in South Hay and has been previously endorsed by the council for certain areas to be rezoned for industrial purposes.

The Proposed Land Zoning Map (Figure 44 of the Hay Structure Plan, 2022) depicts the subject land within the proposed IN1 (E4) general industrial zone as outlined in Figure 6 below.

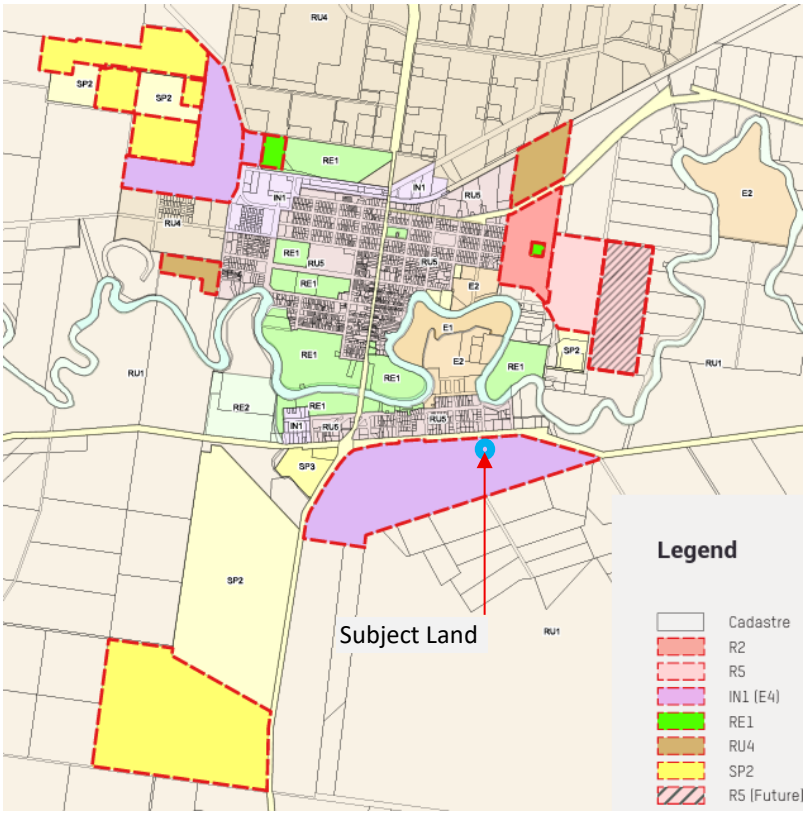


Figure 6: Hay Structure Plan Proposed Zones (Source: Habitat, HSC 2022)

3.0 INFORMATION GATHERING

3.1 Nature of the Proposed Land Use

As outlined in Section 1.2 above, the proposed land use will include an unmanned refuelling facility (defined as service station). The proposed development for an unmanned truck refuelling facility will provide a direct diesel fuelling service to the local and regional freight and transport networks traversing through the Hay Shire. The proposed development will support industrial employment and rural industrial land within the region by providing a refuelling service to heavy vehicles.

3.2 Nature of Zoning and Strategic Growth

3.2.1 Hay Shire Council Local Environmental Plan

The subject land is zoned RU1 Primary Production with a minimum lot size of 90ha under the Hay Shire LEP.

This would change the previous dormant use of the site from primary production land (dilapidated vineyard remnants) to an unmanned diesel refuelling facility (defined service station) development.

As outlined in Section 2.2 of this LUCRA, the subject land is located on the northern edge of South Hay. The land is characterised by previous horticulture cultivation remnants (dilapidated vineyards, overgrown non-native shrubs). The wider existing area is characterised by broadacre agriculture (south of the highway) as well as village rural residential lifestyle and highway accommodation (north of the highway).

It is acknowledged the strategic intent of the subject land is earmarked for future industrial zoning as outlined in the previously endorsed Hay Structure Plan 2022 by the Hay Shire Council. This South Hay area has undergone various strategic planning assessments investigations to determine the best placed future industrial precincts by the council.

3.2.2 South Hay Industrial Precinct Future Rezoning

As outlined in Sections 2.3.1 & 2.3.2 of this LUCRA, the wider South Hay has been strategically identified as future IN1 (E4) General Industrial land referred to as the South Hay Industrial Precinct under the previously endorsed Hay Structure Plan. The South Hay Industrial Precinct is located to the south of Moama Street (the Sturt Highway) and east of the Cobb Highway within proximity to the Hay aerodrome. The recommended rezoning of this land for industrial purposes is consistent with the environmental constraints of the land and surrounding land uses.

Refer to Figure 7 overleaf which depicts the Hay Structure Plan Proposed Industrial zoning and staging intent.

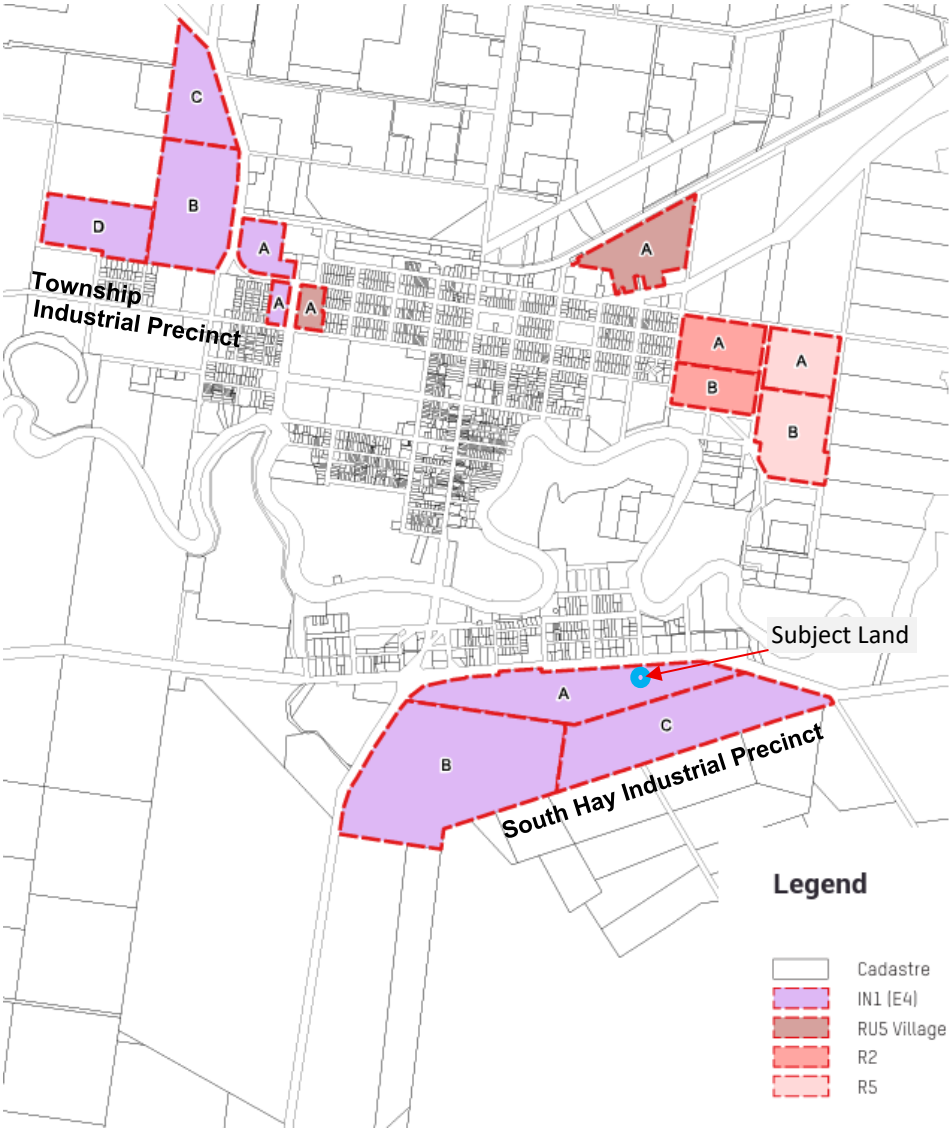


Figure 7: Hay Structure Plan Proposed Industrial Zoning and Staging (Source: HSC 2022)

Under the Hay Structure Plan, the envisaged staging of strategic growth precincts is outlined below.

- **Stage A** = 0-10 years
- **Stage B** = 10-20 years
- **Stage C** = 20-30 years
- **Stage D** = 30+ years

3.2.3 Ad Hoc Development

The subject land is located within the identified Stage A segment of the South Hay Industrial Precinct with an intended timeframe within 0-10 years. It is noted the proposed land use for the unmanned truck refuelling facility would be anticipated to occur before the completion of the rezoning of the first stage A of the South Hay Industrial Precinct as depicted in Figure 7 above. With consideration to potential for 'leap-frogging' as described in the Hay Structure Plan July 2022, it is evident that the subject land will provide sufficient infrastructure by way of widening and upgrading the highway intersection (with a preliminary design already endorsed by Transport for NSW) as well as including sufficient water services and adequately treatment of on-site sewer through a NSW compliant on-site sewer management treatment device. Power services are readily available to the subject land.

3.3 Topography, Climate and Natural Features

3.3.1 Topography

The subject land is located on the broad level Riverine Plains at an elevation of approximately 90m AHD. There is a zero degree fall across the subject property, with South Hay generally flat in nature (BCBHS, 2025).

3.3.2 Climate

Hay has a semi-arid climate with warm to hot summers and cool winters (BoM, 2015). The development site is approximately 150m northeast of the previous weather station at Miller Street in Hay which has since closed. The average rainfall for Hay is around 360mm per annum, with the rainfall spread fairly evenly throughout the year (DM McMahon Pty Ltd, PSI, July 2023).

Historical climate statistics for Hay between 1877 and 2015 are detailed in Table 1 below.

Table 1: Climate statistics between 1877 and 2015 (Miller St Hay Weather Station, since closed)

Statistics	J	F	M	A	M	J	J	A	S	O	N	D	Annual
Mean Max temperature (degrees C)	33.1	32.9	29.2	24.1	19.3	15.8	15.1	17.3	20.7	24.6	28.4	31.2	24.3
Mean Minimum temperature (degrees C)	16.7	16.5	13.8	9.9	6.8	4.5	3.5	4.6	6.7	9.5	12.5	14.9	10
Mean rainfall (mm)	27.3	29.7	30.1	27.7	34.6	35.8	31.1	31.9	31.2	34.6	25.8	26.8	367.4
Mean number of days of rain	3.6	3.4	3.9	4.5	6.3	8	8.6	8.4	6.7	6.2	4.6	4.2	68.4

Source: Bureau of Meteorology (BoM), 2015

In addition to the data above, recent climate statistics for Hay captured by BoM at the nearby Domestic Airport between 2007 and 2025 are detailed in Table 2 below.

Table 2: Climate statistics between 2007 and 2025 (Hay Airport AWS)

Statistics	J	F	M	A	M	J	J	A	S	O	N	D	Annual
Mean Max temperature (degrees C)	34.8	33.4	30.0	24.7	19.6	15.9	15.9	17.8	21.9	26.0	29.5	32.3	25.2
Mean Minimum temperature (degrees C)	18.1	17.2	14.7	10.0	6.3	4.0	3.3	4.2	6.2	9.7	13.5	15.6	10.2
Mean rainfall (mm)	31.4	29.6	30.5	28.0	31.9	25.5	21.5	24.0	24.9	30.7	47.7	33.1	358.7
Mean number of days of rain	3.4	2.4	3.2	3.3	3.6	4.7	4.7	4.4	3.2	4.1	4.7	4.0	45.7

Source: BoM, 2025

3.3.3 Wind

The average annual wind speed in Hay is 15.6 km/h, based on data supplied by the Bureau of Meteorology (BoM). The strongest wind recorded in Hay was 107.3 km/h in November 2020. Statistics obtained from BoM online data has been outlined in Table 3 below, with prevailing wind directions in degrees outlined in Table 4 further below.

Table 3: Wind Speed (Knots) statistics between 2021 and 2025: Hays Airport AWS

Year	J	F	M	A	M	J	J	A	S	O	N	D	Annual
Average	11.9	12.4	11.6	10.9	10.9	10.9	12.8	13.1	13.4	12.5	12.4	12.8	12.2
2025	13	14	12	-	-	-	-	-	-	-	-	-	12.7
2024	12	13	12	11	8	10	11	14	14	13	12	13	12
2023	12	13	12	12	12	13	13	12	14	14	13	13	12.5
2022	12	12	11	11	9	13	12	13	12	12	13	14	11.9
2021	12	12	10	11	11	12	14	12	13	12	14	13	12.2

Source: BoM, 2025

Table 4: Prevailing Wind Direction (Degrees)

Year	J	F	M	A	M	J	J	A	S	O	N	D
2025	184	169	166	-	-	-	-	-	-	-	-	-
2024	199	189	178	211	229	269	309	354	292	210	201	204
2023	186	203	224	349	286	354	333	317	321	252	174	190
2022	165	182	173	138	312	320	300	333	317	269	266	208
2021	192	188	200	242	322	001	352	323	306	264	183	185

Source: BoM, 2025

3.3.4 Soil

The soil type has been identified as cracking brown highly plastic clay topsoils and overlying cracking reddish brown highly plastic clay subsoil over the subject land (McMahon, 2023).

3.3.5 Geology

The geology of the subject land is the broad level Riverine Plains of Cainozoic / Quaternary alluvium. The alluvium overlies Palaeozoic and Mesozoic rocks that form the bedrock at around 300m deep (McMahon, 2023).

3.3.6 Natural Features

The land is unimproved pasture with part of the site containing remnants of the previously established vineyard (dead branches, trusses support). The dilapidated vineyard has been disused since at least 2019, following change of ownership. The topography of the land is generally flat, and vegetation onsite consists of dry, brittle vineyard with remnants of dead branch remaining and non-native grasslands over the western side of the property. The remainder of the land on the eastern side consists of overgrown shrubs and non-native grasslands.

The subject land is identified as having a 'moderate' inherent soil fertility under the Department of Production Industry and Agricultural (DPIE) mapping from 2013.

Under the DPIE desktop information available, the subject land is mapped as having a land and soil capability class of five (5). Moderate–low capability land is described as land which has high limitations for high-impact land uses. This

moderate-low capability land is understood to be largely restricted for uses to grazing, some horticulture (orchards), forestry and nature conservation.

Figure 8: Land and Soil Capability Class (Source: DPIE NSW)

The subject land is included in the draft State Significant Agricultural Land map under the DPIE 2023. The data summary statement for the map depicts the property as it is irrigated land. Refer to Figure 9 overleaf. The criteria models for draft SSL Map have been reproduced in Figure 5 overleaf.

Figure 9: Draft State Significant Agricultural Land Map (Source: DPIE NSW)

Table 5: Reproduced criteria models for draft SSL Map

Criteria Models			
Input Parameters	**Model 1**	**Model 2**	**Model 3**
Rainfall	>500mm	>500mm	>950mm
Soil fertility	High – moderate	High – moderately high	High – moderately low
Land and soil capability	1 – 3	1 – 4	1 – 4
Soil pH*	>5, <8	Not used	>5, <8
Slope	Less than or equal to 18 degrees (32%)		
BSAL	Included in all models		
Land zones	RU1, RU2, RU4, RU6, E3, E4 zones included in all models		
Irrigation area	Included in all models		
North Coast farmland mapping	Included in all models		

**Soil pH (CaC12) at 0-5 and 5-15 depths used.*

Source: SSAL Mapping Data Summary Statement, DPIE 2023

3.3.7 Site Historical Owners and Occupiers

A Preliminary Site Investigation (PSI) was carried out by DM McMahon Pty Ltd in July 2023 on behalf of IOR Pty Ltd (the landowner). The following observations by McMahon from a review of the available desktop information at the time of the PSI are notable.

- **1885** South Hay Common administered by the Hay Pastoral Protection Board.
- **1962** Special lease 62/15 to Frank Danelutti.
- **1970** part of the land resumed for road.
- **1970** owned by Francesco (Frank) Ruberto.
- **2004** owned Erminia Ruberto.
- **2004** owned by Mark Sam Ruberto.
- **2019** to present owned by IOR Property Group No. 2 Pty Ltd (t/a IOR Pty Ltd).

Based off historical records observed above, the subject land is understood to have been owned and operated generationally by the Ruberto family over half a century for agricultural purposes in some capacity from 1970 to 2019. Following the sale of the portion of this Ruberto family-owned agricultural land parcel, the current landowner IOR Pty Ltd has owned the land with the intention to develop for unmanned diesel refuelling services to service the wider agricultural businesses and supporting agricultural truck fleets as an outback diesel fuel supplier.

It is understood the Ruberto family continue to own and operate broadacre agricultural land (crops) and horticultural land (vegetables farms) to date as well as general welding and metal fabrication rural business operations off Old Common Road some 1.2kms directly southeast from the subject land.

3.3.8 Site Aerials Photographs and Satellite Images

The following observations from a review of the PSI research completed by McMahon in July 2023 are notable.

- **1962** – The subject land forms part of a larger paddock. Trees are scattered across the site. A faint path from all directions crosses in the approximate centre of the site. The surrounding land is agricultural with some rural residential development existing to the north of Moama Street.
- **1973** – The subject land has been divided into its current allotment (Lot 2 DP1212081). The site has been cleared of trees.
- **1989** – The eastern half of the site has been established with what appears to be a vineyard.
- **1993** – The subject land has been divided into three paddocks with access via University Road to the west.
- **2002** – The subject land has been established as a vineyard.
- **2007** – No change from 2002.
- **2010** – The vineyard has been removed from the eastern half of the subject land.
- **2011** – No change from 2010.
- **2013** to **2020** – No change from 2011.

Based off the preliminary site investigation and site visit photographs completed by McMahon on behalf of IOR Pty Ltd, the vineyard over the subject land is observed to have been disused since late 2019, following change of ownership.

Figure 10: Site photographs 1 & 2 taken in July 2023 (Source: McMahon, July 2023)

Figure 11: Site photographs 3 & 4 taken in July 2023 (Source: McMahon, July 2023)

Figure 12: Streetview image of site (right) & neighbour (left) taken Dec 2017 (Source: Google)

Figure 13: Streetview image of site (right) & neighbour (left) taken Oct 2019 (Source: Google)

Figure 14: Streetview image of site (right) & neighbour (left) taken Oct 2022 (Source: Google)

3.3.9 Adjoining Development Proposals

At the time of this LUCRA, there are no development proposals known to be adjoining the land based off the available desktop information and publicly available records.

4.0 LAND USE CONFLICT RISK ASSESSMENT

4.1 Risk Evaluation Rating

A Risk Ranking Matrix is used to rank the identified potential land use conflicts. The risk ranking matrix assesses the environmental, public health and amenity impacts according to the:

- probability of occurrence, and
- consequence of the impact.

The Risk Ranking Matrix used by the LUCRA Guide (DPIE, 2011) has been reproduced in Table 6 below.

Table 6: Risk Ranking Matrix

Probability	**A**	**B**	**C**	**D**	**E**
Consequences					
1	25	24	22	19	15
2	23	21	18	14	10
3	20	17	13	9	6
4	16	12	8	5	3
5	11	7	4	2	1

The risk ranking matrix assigns a numerical risk score ranging from '25' (highest) to '1' (lowest). It evaluates all possible combinations of five levels of probability (labelled A to E, as outlined in Table 7 below) and five levels of consequence (rated 1 to 5, as defined in Table 8 overleaf). This allows for the determination of a specific risk score for each potential impact for the proposed land use.

For instance, where an activity has a probability level of 'D' and a consequence level of '3' then the risk score would be calculated at '9'.

A score of '25' represents the most severe risk—an event that is highly likely and has very serious consequences. Whereas a score of '1' indicates the least severe risk—an event that is almost impossible and would have minimal impact on the land use.

Activities identified as high risk are prioritised. This approach supports the comparison of various impacts and helps create a clear prioritisation when designing management and mitigation strategies.

Table 7: Probability Table

Consequences		
A	Almost certain	Common or repeating occurrence
B	Likely	Known to occur *("it happened")*
C	Possible	Could occur *("I've heard of it happening")*
D	Unlikely	Could occur in some circumstances, but not likely to occur
E	Rare	Practically impossible

Table 8: Measure of Consequences

Level	Descriptor: Level of Severity
Level 1	**Descriptor: Severe**
Description	• Severe and/or permanent damage to the environment • Irreversible • Severe impact on the community • Neighbours are in prolonged dispute and legal action involved
Example/Implication	Harm or death to animals, fish, birds or plants • Long term damage to soil or water • Odours so offensive some people are evacuated or leave voluntarily • Many public complaints and serious damage to Council's reputation • Contravenes Protection of the Environment & Operations Act and the conditions of Council's licences and permits. Almost certain prosecution under the POEO Act
Level 2	**Descriptor: Major**
Description	• Serious and/or long-term impact to the environment • Long-term management implications • Serious impact on the community • Neighbours are in serious dispute
Example/Implication	• Water, soil or air impacted, possibly in the long term • Harm to animals, fish or birds or plants • Public complaints. Neighbour disputes occur. Impacts pass quickly • Contravenes the conditions of Council's licences, permits and the POEO Act • Likely prosecution
Level 3	**Descriptor: Moderate**
Description	• Moderate and/or medium-term impact to the environment and community • Some ongoing management implications • Neighbour disputes occur
Example/Implication	• Water, soil or air known to be affected, probably in the short term • No serious harm to animals, fish, birds or plants • Public largely unaware and few complaints to Council • May contravene the conditions of Council's Licences and the POEO Act • Unlikely to result in prosecution
Level 4	**Descriptor: Minor**
Description	• Minor and/or short-term impact to the environment and community • Can be effectively managed as part of normal operations • Infrequent disputes between neighbours
Example/Implication	• Theoretically could affect the environment or people but no impacts noticed • No complaints to Council • Does not affect the legal compliance status of Council

Level 5	Descriptor: Negligible
Description	• Very minor impact to the environment and community • Can be effectively managed as part of normal operations • Neighbour disputes unlikely
Example/Implication	• No measurable or identifiable impact on the environment • No measurable impact on the community or impact is generally acceptable

4.2 Risk Identification and Assessment

This section details:

- The activity that may cause a conflict.
- The potential conflict arising from that activity.
- Risk rating without mitigation or management measures.

The main land use conflicts that are likely to be experienced are from the ongoing operation of agricultural activities adjacent to the proposed unmanned truck refuelling facility (defined as service station).

The activities related to the proposed development for service station use purposes that are most likely to create conflict with existing agricultural operations are outlined in Table 9 below.

Each potential conflict is given a risk ranking based on probability (likelihood) and consequence. Risk rankings greater than '10' are regarded as serious and need to be addressed with suggested recommendations provided at the back of this LUCRA where relevant.

Table 9: Service Station Conflicts with Agricultural Land

Activity	Potential Conflict	Probability	Consequence Level	Risk Ranking
Construction Works	Noise from site construction works	B	4	12
	Traffic and vehicular access	C	4	8
	Dust and odour	C	4	8
	Visual	D	5	2
	Light spill	D	4	5
	Stormwater and drainage	C	4	8
Ongoing	Food security impacts	D	5	2
	Impacts on the irrigation district	E	5	1
	Noise from site operations	B	3	17
	Traffic and vehicular access	B	3	17
	Pest/Weeds	C	4	8
	Light Spill	B	4	12
	Visual	B	4	12
	Stormwater and drainage	C	4	8
	Groundwater Contamination	E	2	10
	Water Contamination	D	2	14
	Economic	C	4	8

The activities related to continual agricultural operations that are most likely to create conflict with the new service station (albeit minor) are outlined in Table 10 below.

Table 10: Continued Agricultural Conflicts with Service Station

Activity	Potential Conflict	Probability	Consequence Level	Risk Ranking
Agricultural Operations	Noise from site operations	D	5	2
	Traffic and vehicular access	C	4	8
	Dust and odour	C	5	4
	Site cleanliness	C	4	8
	Chemical use and spray drift	D	3	9

4.3 Risk Reduction Controls

As per the LUCRA Guide (DPIE, 2011) the process of risk reduction aims to identify management strategies that affect the probability of an event occurring, such as the implementation of certain procedures, new technology or scientific controls that might lower the risk probability values.

It is also appropriate to look at management strategies which affect consequences e.g. supply staff with a mechanism to change impacts or establish better communication procedures. Such matters can sometimes lower negative consequences.

The objective of risk reduction controls is to lower the risk ranking score to '10' or below.

A revised risk evaluation for the potential sources of conflict arising for the project is provided below in Table 11 overleaf.

Based on the revised risk identification and assessment conducted in Table 11, the following activities that are likely to achieve a risk rating higher than '10' is notable:

- Traffic and Vehicular Access
- Light Spill
- Visual
- Noise
- Groundwater Contamination
- Water Contamination

Notwithstanding, the impacts of these activities are considered to be relatively low given the low frequency of heavy vehicles accessing the proposed development (20–30 vehicles during a 24-hour period) and over half or more of those trips expected to be passing trade on the highway.

In addition, the subject land will be separated from adjoining agricultural land by the sealed local council-controlled road (University Road) and is located directly off the highway via University Road which is proposed to be upgraded for heavy vehicles in accordance with Austroads.

The proposed operations and design of the use will be carried out in accordance with best practice industry standards to ensure minimal environmental or offsite harm and any relevant and reasonable conditions of development consent imposed by the Hay Shire Council accordingly.

Table 11: Summary of Mitigation and Monitoring Measures and Revised Risk Ratings

Activity	Existing Risk Rating	Mitigation and Monitoring Strategy	Revised Risk Rating
Service station conflicts on agricultural land uses			
Noise and Vibrations during construction	12	• Only undertake construction works during designated days and hours of operations (i.e. normal construction hours).Ensure that equipment is efficiently working properly. • Limit the size of vehicles used on-site. • All loading and unloading activities to occur within the subject site.	5
Noise and Vibrations during operations	17	• Limit engine idling noise while onsite through appropriate site management controls. • 2.4m high double-lapped timber acoustic fence provides sufficient noise attenuation from site operations.	9
Traffic and vehicular access	17	• Ensure appropriate traffic management plan for operator in accordance with any relevant and reasonable conditions of approval. • Strict access from the Sturt Highway at all times.	9
Light Spill	17	• Inclusion of dense mature tree screening along northern boundary development frontage to mitigate light spill through existing offsite road reserve trees on the highway. • All floodlight fittings to be installed with appropriate anti-glare shield fittings to prevent light spill to nearby sensitive uses. • Controlled lighting levels could be deployed using a dimming strategy with activation or specific set light levels at certain times (i.e. council curfew assumed between 11pm - 6am). This would allow for adequate safe movement light levels and pump operation with a lower lit environment reducing any perceived visual brightness.	9
Visual	12	• Inclusion of dedicated mature tree screening within site along northern boundary of development frontage to mitigate light spill through existing offsite road reserve trees on the highway for visual mitigation to nearby sensitive uses. • A 2m-high timber screening fence runs parallel to the highway frontage (behind the landscaping) and reduces the visual impact of the built environment and nearby properties across Moama Street as well as reduce light spill by providing effective screening obstacles. • Inclusion of 2m wide landscaping strip to the development frontages on the western boundary with mature trees to provide appropriate vegetative screening and landscaping to break up the built form and structures to council satisfaction.	9
Groundwater Contamination	10	• All storage of diesel fuel to be contained within double-wall, self-bunded tanks at all times in accordance with AS1940. • All vehicle refuelling as well as unloading of fuel into the aboveground fuel tank to take place over concrete bunded areas, draining to an 8kL underground containment tank fitted with a 'Class 1' oily water treatment device. • The oily water treatment device unit will meet the requirements of EN-858-1 'Class 1' oil/water separators being the industry best-practice.	9

Water Contamination	14	• Ensure appropriate oily water treatment device well maintained and serviced as per manufacture manual. • The oily water separator device will be fitted with an oil alert probe for oil spill detection and maintenance monitoring which includes an alarm panel for remote mounting. • The alarm will be triggered when hydrocarbon build-up accumulates, allowing the removal by a licensed contractor when required.	9

4.4 Performance Monitoring

The performance of the proposed mitigation and management measures would be evaluated through a process of the local council authority and stakeholders to level acceptable of the landowner.

The proposed development for the defined service station use (unmanned truck refuelling facility) would be operated in strict accordance with any relevant and reasonable conditions of development approval accordingly. Reasonable complaints and feedback as deemed relevant to the landowner would be taken in consideration in consultation with the Hay Shire Council.

4.5 Limitations & Assumptions

This LUCRA is undertaken as a desktop assessment and has been informed by the available information from publicly available resources and specialist assessment reporting by others completed on behalf of the landowner as well as the findings and recommendations of the key documents listed in Section 1.1 of this assessment.

5.0 CONCLUSIONS AND RECOMMENDATIONS

This report has reviewed and undertaken an assessment of potential land use conflicts associated with the proposed development application to establish an unmanned truck refuelling facility (defined as service station) development over land located at 310 Moama Street, Hay South NSW 2711, formally described as Lot 2 DP1212081.

Whilst this LUCRA has identified some potential sources of land use conflict it is anticipated that the proposed outcomes would still allow rural land uses and primary production uses in the locality to continue largely unaffected to the satisfaction of the council. With the staging of the wider South Hay Industrial Precinct intended within 0-10 years subject to council funding and EOFY budgets, the subject land will become future general industrial zoning.

The principal sources of land use conflict predicted for the project are amenity issues that will arise from the construction works as well as potential ongoing conflicts from the ongoing operation of the unmanned truck refuelling facility (defined as service station) on the agricultural land within close proximity. It is not anticipated that reverse amenity impacts would occur from the agricultural land uses on the service station use. The land use conflicts can largely be avoided by implementing the mitigation strategies outlined in Table 11 above and the Hay Shire Council imposing relevant and reasonable conditions of development consent accordingly.

As detailed within this LUCRA, each of the potential sources of conflict are considered to be relatively low through appropriate design and operational management controls. It is considered that the recommended best practice industry standards for the unmanned service station be followed in accordance with Australian Standards and council policies to help reduce the potential for land use conflict within the surrounding rural area.

ATTACHMENT J

Department of Primary Industries
and Regional Development

NSW GOVERNMENT

OUT25/7262

General Manager
Hay Shire Council
PO Box 141
Hay NSW 2711

Attention: Jasmine Gregory - jgregory@hay.nsw.gov.au

DA2024-67 - Unmanned Truck Refuelling Facility at 310 Moama St, Hay

Dear Ms Gregory

Thank you for the opportunity to provide advice on the Land Use Conflict Risk Assessment (LUCRA) for the proposed **DA2024-67 - Unmanned Truck Refuelling Facility at 310 Moama St, Hay.**

Agriculture plays a vital role in supporting state, regional and local economies and strengthening rural communities' social bonds and character. The NSW Department of Primary Industries and Regional Development, Agriculture and Biosecurity (the Department) collaborates and partners with our stakeholders to protect and enhance the productive and sustainable use and resilience of agricultural resources and the environment.

The Department has reviewed the LUCRA for how the proposal has considered and addressed the potential impact of the construction and operation of the project on rural zoned land and agricultural production within its vicinity.

The Department notes the mitigation measures and monitoring proposed and that the facility, defined as service station use (unmanned truck refuelling facility), would be operated in strict accordance with relevant and reasonable conditions, including complaints management, of any development approval.

Should you require clarification on any of the information contained in this response, please do not hesitate to contact at landuse.ag@dpi.nsw.gov.au

Sincerely

L Parker

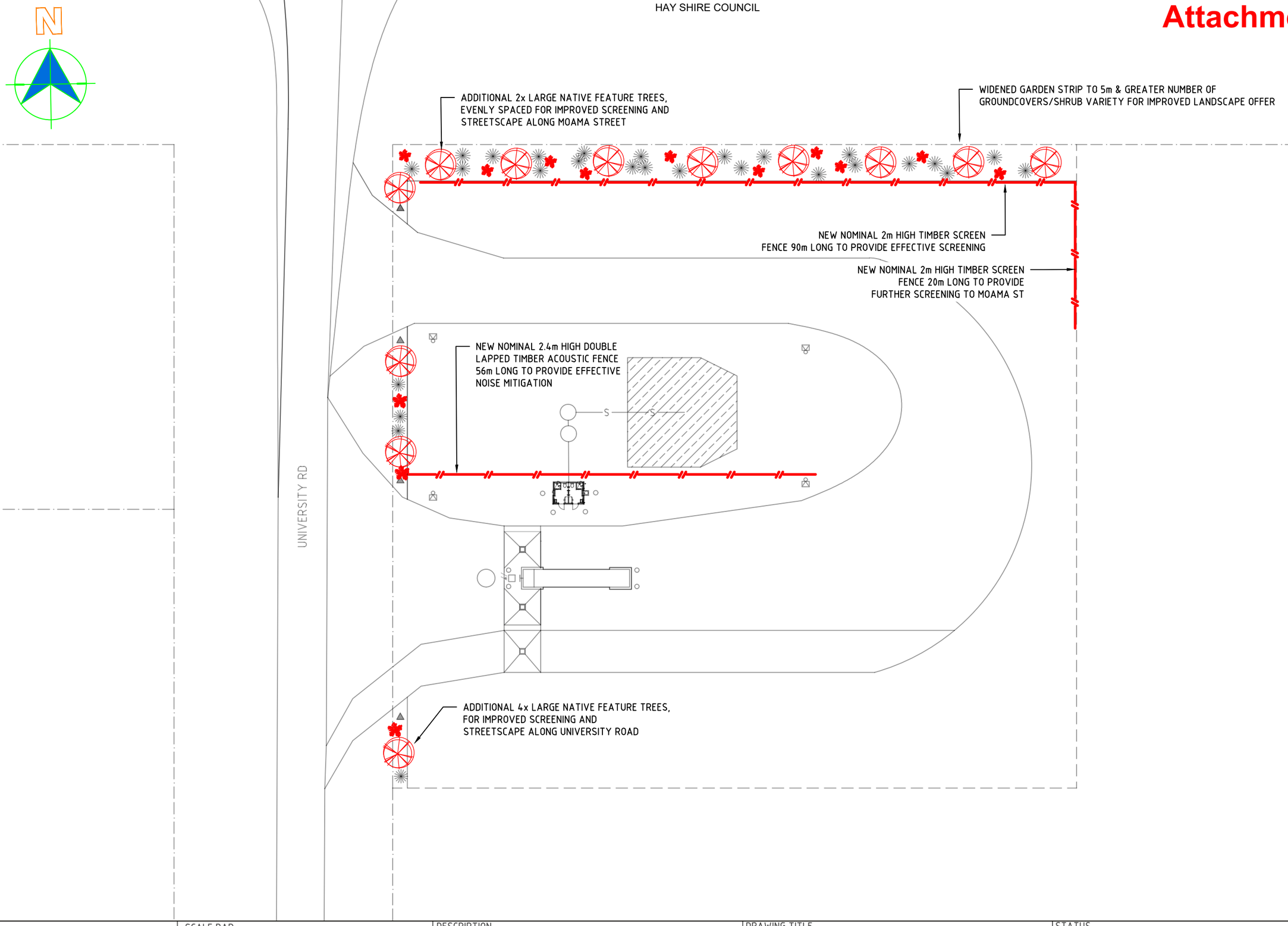
Lilian Parker
Agricultural Land Use Planning
Esigned 10 June 2025

105 Prince Street | Locked Bag 21
Orange NSW 2800

E: landuse.ag@dpird.nsw.gov.au
dpird.nsw.gov.au

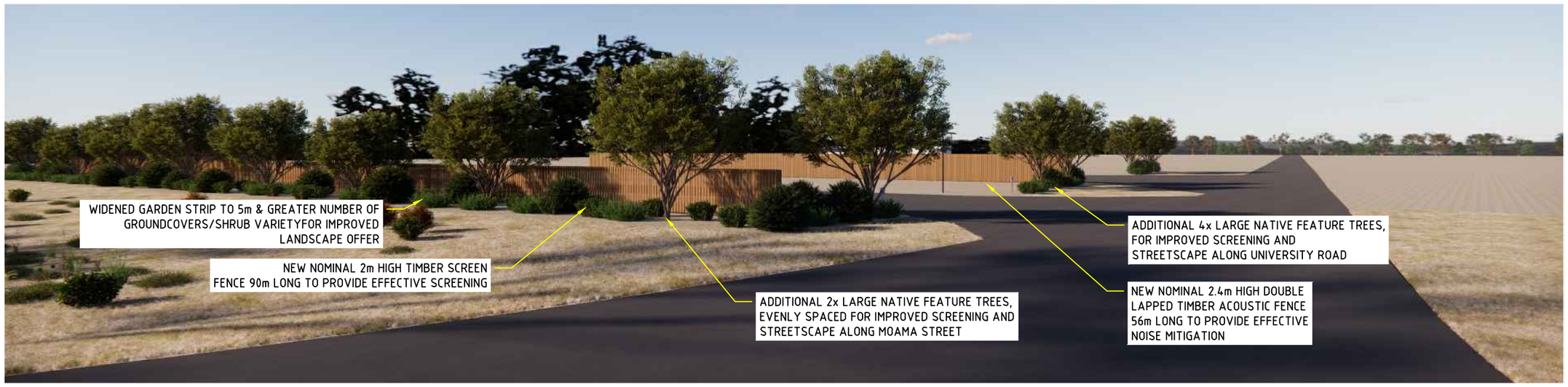
HAY SHIRE COUNCIL

Attachment K



iOR	SCALE BAR 0 5 10 15 20 25m 1:500	DESCRIPTION IOR UNMANNED DIESEL STOP 310 MOAMA STREET HAY SOUTH NSW 2711 AUSTRALIA	DRAWING TITLE NOTIFICATION PLAN SHEET 1 SECTION 8.2 LAYOUT CHANGES	STATUS DA ISSUE DRAWN: LD; DATE CREATED: 21.10.2025; DRAWING NO.: 2023HA-008; REV: A A1 SCALE; A3 SCALE; SHEET

PERSPECTIVE VIEW 1 - PREVIOUS DESIGN UNDER ORIGINAL DEVELOPMENT APPLICATION



PERSPECTIVE VIEW 2 - PROPOSED DESIGN UNDER REVIEW OF DETERMINATION

iOR

SCALE BAR

DESCRIPTION

IOR UNMANNED DIESEL STOP

310 MOAMA STREET
HAY SOUTH NSW 2711 AUSTRALIA

DRAWING TITLE

NOTIFICATION PLAN SHEET 2

SECTION 8.2 COMPARISON PERSPECTIVES

STATUS

DA ISSUE

DRAWN	DATE CREATED	DRAWING NO.	REV
LD	21.10.2025	2023HA-009	A

A1 SCALE | A3 SCALE | SHEET

Department of Climate Change, Energy, the Environment and Water

Your ref: DA2024-67-2 or PAN575301
Our ref: DOC25/168967

Jasmine Gregory
Planning and Compliance
Hay Shire Council

Via: Planning Portal CNR-88127

Dear Jasmine

Subject: **Referral - DA 2024-67-2 Service Station, 310 Moama St, Hay**

Thank you for your referral, via the NSW Planning Portal dated 17 October 2025, seeking advice from the Regional Delivery Division (RD) of the NSW Department of Climate Change, Energy, the Environment and Water.

RD has statutory responsibilities relating to biodiversity and flood risk management.

Flood Risk Management

RD has reviewed the Flood Section (section 4.2.6) of the SEE for this amended development application. We consider it to be consistent with the Hay and Maude Flood Study completed by Hay Shire Council in 2023.

If you have any questions about this advice, please contact me via planning.southwest@environment.nsw.gov.au or 02 6022 0623.

Yours sincerely

Andrew Fisher
21 October 2025

Senior Team Leader – Planning, South West
Regional Delivery
Conservation Programs, Heritage and Regulation Group
NSW Department of Climate Change, Energy, the Environment and Water

Department of Primary Industries and Regional Development

General Manager

Hay Shire Council
PO Box 141
Hay NSW 2711

OUT25/14030

Attention: Jasmine Gregory - jgregory@hay.nsw.gov.au

DA2024-67-2 - Unmanned Truck Refuelling Facility at 310 Moama St, Hay

Dear Ms Gregory

Thank you for the opportunity to provide advice on the Development Application and updated Land Use Conflict Risk Assessment (LUCRA) for the proposed **DA2024-67-2 - Unmanned Truck Refuelling Facility at 310 Moama St, Hay.**

Agriculture plays a vital role in supporting state, regional and local economies and strengthening rural communities' social bonds and character. The NSW Department of Primary Industries and Regional Development, Agriculture and Biosecurity (the Department) collaborates and partners with our stakeholders to protect and enhance the productive and sustainable use and resilience of agricultural resources and the environment.

The Department has reviewed the documents provided for how the proposal has considered and addressed the potential impact of the construction and operation of the project on rural zoned land and agricultural production within its vicinity. The Department notes that the original DA was refused and has now been resubmitted for a review of determination, based on addressing the refusal items of *Suitability of the site and The public interest.*

The Department notes that an unmanned truck refuelling facility is now permitted with consent on rural zoned land due to Hay LEP provision for an additional permitted use at this site and that the development would occur before the completion of the rezoning of the first stage A of the South Hay Industrial Precinct. As such the Department notes the proposed mitigation and monitoring measures and that the facility as defined would be operated in strict accordance with relevant and reasonable conditions, including complaints management.

Should you require clarification on any of the information contained in this response, please do not hesitate to contact at landuse.ag@dpi.nsw.gov.au

Sincerely

L Parker

Lilian Parker
Agricultural Land Use Planning
Esigned 6 November 2025

105 Prince Street | Locked Bag 21
Orange NSW 2800

E: landuse.ag@dpird.nsw.gov.au
dpird.nsw.gov.au

Transport for NSW

10 November 2025

TfNSW reference: STH24/00344
Your reference: DA2024-67-2 (CNR-88127)

Executive Assistant - Planning and Compliance
Hay Shire Council
By Email: jgregory@hay.nsw.gov.au
CC: mail@hay.nsw.gov.au

Attention: Jasmine Gregory

DA2024-67-2 (88127) – Section 8.2 Review of Determination of DA2024-67 for an Unmanned Refuelling Facility – LOT 2 DP1212081 – Moama Street, SOUTH HAY

Dear Jasmine,

Transport for NSW (TfNSW) is responding to DA2024-67-2 referred on 17 October 2025.

TfNSW has reviewed the submitted information in respect to the request to review the determination of DA2024-67. TfNSW response to the proposed development remains unchanged from its previous response to DA2024-67 dated 24 March 2025 (lodged via the NSW Planning Portal).

TfNSW notes that in determining the application under Part 4 of the *Environmental Planning & Assessment Act 1979* it is the consent authority's responsibility to consider the environmental impacts of any road works that are ancillary to the development (such as removal of trees, relocation of utilities, stormwater management, etc). Depending on the nature of the works, the Council may require the developer to submit a further environmental assessment for any ancillary road works.

On determination of this matter, please forward a copy of the Notice of Determination to TfNSW. If you have any questions, please contact case officer Cam O'Kane on 0417 508 107 or email development.south@transport.nsw.gov.au.

Yours faithfully

Maurice Morgan
Team Leader, Development Services South

Level 4, 90 Crown St (PO Box 477 2520) Wollongong NSW 2500
193-195 Morgan Street (PO Box 484) Wagga Wagga NSW 2650
ABN 18 804 239 602
transport.nsw.gov.au

From: NSW Planning
To: Jasmine Gregory; damien.mackay@tfa.com.au
Subject: NSW Government concurrence and referral request (CNR-88127): Request for consideration returned
Date: Friday, 17 October 2025 1:02:03 PM
Attachments: webwbNSWLoginButton.png
webwbCNREmailHeaderAug22.png

A request for consideration of development application PAN-575301 was submitted to Environment Protection Authority through the NSW Planning Portal on Friday, 17 October 2025 .The Agency has returned this request.

The associated details are:

- NSW Planning Portal application reference number: PAN-575301
- Consent authority reference number: 2024-67-2
- Site address: 310 MOAMA STREET HAY SOUTH 2711
- Concurrence and referral reference number: CNR-88127
- Clause/section reference/s:

Clause / Section name	Clause / Section type	Pre-assessment outcome
EP&A Regulation 2021, s38 (Amendment of development application)	Notification/Information	Rejected

The Agency returned this request for the following reason/s: Thankyou for the opportunity for EPA to review the matter. The EPA advises that an agency assessment is not considered to be required due to the following:
• the proposal does not appear to constitute a Scheduled Activity under Schedule 1 of the Protection of the Environment Operations Act (1997) (POEO Act) and so, will not require an Environment Protection Licence under this Act,
• the proposal is not being undertaken by or on behalf of a NSW Public Authority, nor are there activities for which the EPA is the appropriate regulatory authority.
• the site is not being regulated by the EPA under the Contaminated Land Management Act (1997).
Please contact the EPA if further assessment of, or changes to, the proposal identify any matters for which the EPA is the appropriate regulatory authority under the POEO Act..

Please log into the NSW Planning Portal to review the agency's response. Note: Any documentation provided by the Agency can be accessed via the "Documents" tab within the related development application or the concurrence and referral request within the "Related cases" tab.

Please contact Environment Protection Authority directly to discuss the refund of any fees, if relevant.

This email has been automatically sent through the NSW Planning Portal. Please do not reply to this message.

For more information or assistance, please visit the NSW Planning Portal and view our Frequently Asked Questions or Quick Reference Guides. Alternatively, you can call our help line on 1300 305 695.

This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

RFS

NSW GOVERNMENT

Hay Shire Council
PO Box 141
HAY NSW 2711

Your reference: (CNR-88127)
Our reference: DA20250502001663-Review of Determination-1

ATTENTION: Jasmine Gregory

Date: Tuesday 4 November 2025

Dear Sir/Madam,

Development Application
s4.14 – Other – Service Station
Unmanned Truck Re-Fuelling - 310 MOAMA ST HAY SOUTH NSW 2711, 2//DP1212081

I refer to your correspondence dated 17/10/2025 seeking advice regarding bush fire protection for the above Development Application in accordance with section 4.14 of the *Environmental Planning and Assessment Act 1979*.

The New South Wales Rural Fire Service (NSW RFS) has considered the information submitted and provides the following recommended conditions:

General Conditions
1. The development proposal is to generally comply with the following plans/documents except where amended by recommendations below.
- The plan titled Proposed Site Layout prepared by IOR, dated 19th September 2025.
- The bush fire assessment prepared by Building Code & Bushfire Hazard Solutions dated 3rd April 2025.

Council is advised that where a minor amendment to the above-noted documents is proposed, Council may use its discretion to determine whether the minor amendment warrants further assessment by the NSW RFS.

Asset Protection Zones
The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

2. From the commencement of building works and in perpetuity, the site surrounding the proposed development must be maintained as an inner protection area for a distance of 50 metres, or the property boundary, whichever comes first. The land must be managed in accordance with the requirements of Appendix 4 of *Planning for Bush Fire Protection 2019*.

When establishing and maintaining an inner protection area, the following requirements apply:
- tree canopy cover should be less than 15% at maturity;

Postal address
NSW Rural Fire Service
Locked Bag 17
GRANVILLE NSW 2142

Street address
NSW Rural Fire Service
4 Murray Rose Ave
SYDNEY OLYMPIC PARK NSW 2127

T (02) 8741 5555
F (02) 8741 5550
www.rfs.nsw.gov.au

- trees at maturity should not touch or overhang the building;
- lower limbs should be removed up to a height of 2 m above the ground;
- tree canopies should be separated by 2 to 5 m;
- preference should be given to smooth-barked and evergreen trees;
- large discontinuities or gaps in the shrubs layer should be provided to slow down or break the progress of fire towards buildings;
- shrubs should not be located under trees;
- shrubs should not form more than 10% ground cover;
- clumps of shrubs should be separated from exposed windows and doors by a distance of at least twice the height of the vegetation;
- grass should be kept mown (as a guide, grass should be kept to no more than 100mm in height); and
- leaves and vegetation debris should be removed regularly.

Water and Utility Services
The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

3. The provision of water, electricity and gas must comply with the following in accordance with Table 7.4a of *Planning for Bush Fire Protection 2019:*

- reticulated water is to be provided to the development,
- all above-ground water service pipes external to the building are metal, including and up to any taps,
- where practicable, electrical transmission lines are underground,
- where overhead, electrical transmission lines are proposed as follows:
  - lines are installed with short pole spacing (30m), unless crossing gullies, gorges or riparian areas, and
  - no part of a tree is closer to a power line than the distance set out in accordance with the specifications in ISSC3 Guideline for Managing Vegetation Near Power Lines.
- reticulated or bottled gas is installed and maintained in accordance with AS/NZS 1596:2014 and the requirements of relevant authorities, and metal piping is used,
- all fixed gas cylinders are kept clear of all flammable materials to a distance of 10m and shielded on the hazard side,
- connections to and from gas cylinders are metal,
- polymer-sheathed flexible gas supply lines are not used, and
- above-ground gas service pipes are metal, including and up to any outlets.

Emergency and Evacuation Planning Assessment
The intent of measure is to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities.

4. A Bush Fire Emergency Management and Evacuation Plan shall be prepared consistent with 'Development Planning- A Guide to Developing a Bush Fire Emergency Management and Evacuation Plan December 2014'.

For any queries regarding this correspondence, please contact Peter Dowse on 1300 NSW RFS.

Yours sincerely,

David Webster
Supervisor Development Assessment & Plan
Built & Natural Environment

Delegate Report

D1- Delegates Report – Cr Chapman

REPORTING OFFICER	Cr Chapman
ATTACHMENTS	- Nil

INTRODUCTION

This report is an update on Cr Chapman's recent delegate activities.

COMMENTARY

Local Government NSW Annual Conference
There is plenty of avenue for councillors to get the conference communiqué; here's my own take.

At the conference, many trade displays were stationed around the dinner halls. I spoke with Taggle, NBN, Before You Dig Australia, Ausgrid, and several other trade displays with staff keen to engage with Shire Councillors that looked their way.

I attended the workshop *Emerging Biosecurity Risks and Invasive Species*:
"This workshop equipped councillors with essential knowledge on identifying, managing, and mitigating the risks of emerging biosecurity threats and invasive species, including imported red fire ants and polyphagous shot-hole borer."

My take-home was: what is Hay Shire doing about spiny burr grass, sticky nightshade etc., as fire ants are a battle a long way off for our ratepayers?

Several presentations were made throughout the conference, extending one's knowledge and appreciation of technology and councillor self-development. One session on Artificial Intelligence highlighted its great challenge to harness its potential in this new age.

My take-home was: what is Hay Shire doing about harnessing artificial intelligence to improve efficiency in servicing the community, and what else is out there to be taken advantage of?

Another was on *Communications and Community*. My take-home: who wants change vs who wants to change?

It was good to meet fellow Cumberland Shire Councillors, councillors that had connections to Hay through previous employment, and a few from Murray Darling Association interactions.

The conference was of value to engage with other shire councillors and chat about their experiences with community engagement, experiences with rate assessments and opportunities, renewable energy, and workloads.

I appreciated the opportunity and responsibility to represent Hay Shire Council, and the Mayor probably won't invite me to any more conferences as I come home with too many ideas and questions.

NPWS Committee Involvement

I would also like to mention my NPWS committee interactions. Being a Shire Councillor seems to add to the diversity of representation one is branded with. I recently chaired the NPWS West Regional Advisory Committee (RAC) meeting in Dubbo as a landholder, rural interest position, and attended the state-based NPWS Advisory Council meeting in Sydney (where I have recently been appointed Deputy Chair). These committees provide a conduit between communities and NPWS management and policy development; these groups are a direct avenue to providing advice on policy to the NPWS department and Minister. Both NPWS Deputy Secretary Alex Graham and Minister Sharpe made presentations and took questions on park issues at our last meeting in early November.

NPWS Western New South Wales Recent Acquisitions

I recently had the opportunity to provide my insights on both the good and bad of NPWS operations because of the recent purchases and agitation that is coming out of Western NSW communities. Some feedback… “your reflections are not only valid, they’re essential. They highlight the need for NPWS to evolve from being a distant authority to a trusted local partner.”

I believe that participation in NPWS structure may not solve all the community concerns from Hay, but it is a contribution to a better appreciation of the issues. I could be judged as misguided, but I remain positive about time spent.

The NPWS are about to start a process of seeking community nominations to be Ministerially appointed to regional advisory committees for a four-year term. I believe correspondence and publicity will be coming to Shire and communities in the new year.

Relevance to Strategic Community Plan	**Civic Leadership** 4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.2 Monitor and evaluate Council’s strategic planning documents 4.1.3 Be environmentally responsible in decision making 4.1.4 Council will seek to continuously improve
Financial Implication	Nil
Legislative Implication	Nil
Policy Implication	Nil
Asset Implication	Nil
Risk Implication	Nil

RECOMMENDATION

That the report be received.

General Manager's Report

Index

Clause	Page	
	P370	Action Report
C1	P380	DA2025-56 – Fence at 184 Lindsay St, Hay C2
C2	P395	Periodic Grounds Control at Maude Cemetery
C3	P407	2025 Land Values
C4	P414	Code of Meeting Practice
C5	P459	Risk Register Update
C6	P464	Swimming Pool Management
C7	P469	John Houston Memorial Swimming Pool Replacement Project
C8	P480	Circulars and other Government Correspondence
C9	P534	People & Governance Monthly Report
C10	P536	Corporate and Community Services Report– December 2025
C11	P560	Tourism & Economic Development November/December 2025
C12	P568	Planning & Compliance Report
C13	P572	Major Projects Update
C14	P592	Operations Monthly Update Report
C15	P607	Tree Removal Requests
C16	P613	Questions with Notice

Actions Required from Council & Committee Meeting

Month: November

Ordinary Meeting 27th November

Res No	*Officer*	*Item*	*Resolution*	*Complete*
25-158		**Presentation of Financial Statements and Management Letter**	1. That Council formally presents the Financial Statements and Audit Reports and considers any submissions received. **2.** That Council receives and notes the NSW Audit Office Final Audit Management Letter for 2024/2025 and the actions undertaken to date. ***Response:*** No further action required.	Yes
25-159	EM P&C	**DA2024- 67 Review of Determination - Unmanned Truck Refuelling Facility at 310 Moama St, Hay**	Council approve the Development Application DA2024-67 for Unmanned Truck Refuelling Facility and with Ancillary Double Ablutions Block at 310 Moama St, Hay (Lot 2 DP 1212081) with conditions: ***Response:*** See recission motion to December 2025 meeting.	Yes
25-160	EM P&C	**DA2025- 53 1.8m Front Fence at 386 Russell St, Hay**	Council approve DA2025-53 for 1.8m Front Fence at 386 Russell St, South Hay with conditions: ***Response:*** Development approved.	Yes
25-161	GM	**SW Renewable Energy Update – November 2025**	I. Community Benefit Framework, V2, dated 14 November 2025 II. Renewable Energy Community Benefit Fund Terms of Reference, V2, 14 dated November 2025 III. Renewable Energy Position Statements, V5, 14 dated November 2025 ***Response:*** Framework adopted.	Yes
25-162	GM	**Requests for Assistance**	(a) Does not provide financial support to Hay Inc; and (b) Does not waiver part or all of the waste collection charge for 529 Keble Street, Hay. ***Response:*** Letters sent.	Yes
25-163	GM	**Policies off Exhibition**	Adopt: **1.** Hay Shire Council Library Policy, dated September 2025 **2.** Hay Shire Council Debt Management and Hardship Policy, dated September 2025 **3.** Hay Shire Council Companion Animals and Livestock Management Policy, dated September 2025	Yes

			Response: Policies adopted.	
25-164	GM	**2024/2025 Annual Report**	**a)** Endorses the 2024/2025 Annual Report including the 2024/2025 GIPA Annual Report; and **b)** Authorise the General Manager to forward a copy of the Annual Report to the Minister for Local Government. ***Response:*** Completed.	Yes
25-165	GM	**Quarterly Budget Review Report**	**1.** That the Quarterly Budget Review Report to 30th September 2025 be adopted and the amended votes as detailed in the report be approved. **2.** Note that the Responsible accounting officer believes that the Councils performance is satisfactory and that no remedial action needs to be taken. ***Response:*** Completed.	Yes
25-166	GM	**Arrangements Over Christmas/New Year Period**	a) The Administration Centre and Library close from 4pm Wednesday 24th December 2025 and reopen Monday 5th January 2026. b) The Mayor and General Manager be delegated authority to make the necessary decisions during the period when there is no Council meeting. ***Response:*** Notification of the public occurring. No further action required.	Yes
25-167	GM	**Swimming Pool Management**	a. Notes the information provided in the report and actions being undertaken; and b. Approves the introduction of Unsupervised Pool Entry System FOB fees of: (i) Refundable deposit on issue - $20 per FOB (ii) Replacement FOB - $30 ***Response:*** See further report to Council.	Yes
25-168	GM	**Major Projects Update**	a. Notes the information provided in the report and the actions being undertaken; b. Submits an application under the Crown Reserves Improvement Fund (CRIF) 2025-26 Round to renew the existing facilities at Lions Park. ***Response:*** Application submitted.	Yes

25-169	EM E&O	**Tree Removal Requests**	(i) Removes two (2) Lophostemon from 153 Pine Street and replaces them with Crepe Myrtles. (ii) Removes two (2) Brush Box from 246 Lachlan Street and replaces them with Crepe Myrtles. ***Response:*** In progress.	No
25-172	GM	**Hay Heavy Vehicle Rest Area and the Hay Aerodrome Heavy Vehicle Entrance Projects**	**(a)** Notes the information provided in the report and the actions being undertaken; **(b)** Adopts the updated Plan of Management, dated October 2025 as amended; and **(c)** Proceeds with the construction of both the Hay Heavy Vehicle Rest Area and Hay Aerodrome Heavy Vehicles Access projects as outlined in the report. ***Response:*** POM adopted and Crown Lands notified. See further report to Council.	Yes

Month: October
Ordinary Meeting 28th October

Res No	*Officer*	*Item*	*Resolution*	*Complete*
25-142	GM	**Resignation of Councillor Tapper**	(a) Notes the information in the report and process to elect a replacement councillor; and (b) Writes a thank you letter to Cr Darren Tapper for his service to Council and the community of Hay. ***Response:*** Liaised with NSW Electoral Commission and waiting for resignation date of 30th November to action further. Countback process now commenced.	No
25-145	GM	**Code of Meeting Practice**	**(a)** Places the draft 2025 Code of Meeting Practice, as amended, on public exhibition for minimum 28 days and open for comment for minimum 42 days; **(b)** Authorises the proposed upgrade to the Council Chambers and Administration Building as outlined in the report, to be funded from the Infrastructure Reserve; and **(c)** Notes the technology initiatives being implemented. ***Response:*** Code on public exhibition. Chambers upgrade in progress. See further report to Council.	Yes

25-149	EM E&O	**Tree Removal Requests**	(a) Removes two Peppercorn Trees at 436 Orson Street and replace with Crepe Myrtles. (b) Removes the Cedar Tree at 339 Lang Street and replace with Manchurian Pear Tree. ***Response:*** In progress.	No
25-150	EM E&O	**Operations Monthly Update Report**	**a)** Removes of the dead and declining trees on the Lachlan and Macauley Street frontages to the pool precinct and replaces with suitable species and irrigation. ***Response:*** Old trees removed. New trees purchased. Completed.	Yes
25-153	GM	**Reseals 2025/26**	**(a)** Accepts the tender for the schedule of rates for Reseals 2025-26 from Bitupave Ltd, in an amount of up to $590,000 (excluding GST); and **(b)** Authorises the General Manager and Executive Manager – Engineering & Operations to execute the Contract. ***Response:*** Letter issued, Contract to be executed. Contract executed and works commenced.	Yes

Month: September
Ordinary Meeting 23rd September

Res No	***Officer***	***Item***	***Resolution***	***Complete***
25-134	EM – P&C	**Aerodrome Licenses**	(a) Notes the information provided in the report; (b) Submit proposed licence agreements to tenants of Hangars 3,4,5 and 7 for an amount of $2/m^2 (as per Council's Revenue Policy) (c) Negotiate with Paraway Pastoral Company (or any prospective buyer of the relevant property) with Hangar 6 and the used by Council in the Southwestern corner of the Aerodrome, utilised by Council. (d) Submit a proposed licence agreement to the Hangar 8 tenant (where Council owns the Hangar) for an amount of $4/m$^{2.}$ (e) Submit a proposed licence agreement to tenants of Site 9 for an amount of $2/m^2 (as per Council's Revenue Policy) (f) Create a new hangar lease area (marked as 10 in the figure to the right) and put out on EOI to prospective tenants. (g) Submit proposed licence agreements to tenants of Agricultural Sites 11 and 12 for an amount of $0.50/m^2. (h) Go out on EOI for sites 13-15. (i) All the above will be for a period of 30 days.	No

			(j) A further report brought back to Council after the 30-day period. **Response:** No further progress at this stage.	

Month: August 2025

Ordinary Meeting 26th August

Res No	*Officer*	*Item*	*Resolution*	*Complete*
25-110	GM	**Maude Cemetery**	(b) Calls for Expressions of Interest (EOI) for land management of Lot 7018 DP 1019632 and Lot 7003 DP 1019633 at the Maude Cemetery. (c) A further report is brought back to Council in due course. **Response:** Preparing EOI. Currently calling for EOI. See further report to Council.	Yes

Extraordinary Meeting 31st July 2025

Res No	*Officer*	*Item*	*Resolution*	*Complete*
25-99	GM	**Hay Sewage Treatment Plant**	(b) Authorises expenditure as outlined in the report funded from the Sewer Fund Reserve. **Response:** Ongoing.	No

Ordinary Meeting 22nd July 2025

25-90	GM	**Waste Management Update**	(b) Authorises the six-month trial of new Hay Waste Facility hours as outlined in the report commencing Monday 4th August 2025; and (c) A further report be brought back to Council in due course. **Response:** Trial hours have commenced.	No
25-91	GM	**Kay Hull Centre – Meeting Room Refurbishment**	(b) Endorses the progression of the design and documentation of the Kay Hull Centre Meeting Room Refurbishment; and (c) Receives a further report once the design is completed. **Response:** Project moving to full design and documentation stage. Updated design plans being reviewed by staff. Finalising design plans and costings. Close to finalising design details and costings. Expect further report to Council at the February 2026 meeting.	No

Ordinary Meeting: 19th June 2025

Res No	Officer	Item	Resolution	Complete
Month: May 2025 ***Ordinary Meeting: 27th May 2025***				
25-66	EM-E&O	**Tree Removal Requests**	(i)Removes tree at 325 Macauley Street and replace it with Crepe Myrtle. (ii) Removes tree at 393 Balaclava Street and replace it with Manchurian Pear. (iii) Removes tree at 255 Piper Street and replace it with Crepe Myrtle. (iv) Removes tree at 405 Church Street and replace it with a Crepe Myrtle. (v) Removes tree at 59 – 69 Lachlan Street and replace it with a Bottlebrush. (vi) Removes tree at 392 Murray Street and replace it with Manchurian Pear. (vii) Removes tree at the old goal, Church Street and replace it with a Manchurian Pear. **Response:** In progress. (iii) done. the rest of the trees have been removed and replacements ordered.	No
Month: April 2025 ***Ordinary Meeting: 22nd April 2025***				
25-44	GM	**RAMJO Update**	a) Does not accept or pay the $30,000 fee requested by RAMJO for the 2025/2026 financial year; and (b) Writes to the Minister for Local Government seeking a release from RAMJO. **Response** email sent to RAMJO EO advising decision; and letter sent to Minister Hoeing seeking release. It is understood we are expecting a letter from the Minister shortly on this matter.	No
Month: March 2025 ***Ordinary Meeting: 25th March 2025*** ***Month: February 2025*** ***Ordinary Meeting: 25thFebruary 2025***				
25-12	DGM	**Wheelchair accessible vehicle**	That Council a. Enters into a lease for a five-seater vehicle with wheelchair accessibility; b. Sells the existing bus and hire a bus if needed from an external provider; c. Conducts the service during normal business hours with the potential to service clients requiring wheelchair	No

			accessibility outside of normal house subject to driver availability. **Response:** Discussions ongoing. Credit approved by supplier. Details of lease still being finalised. Lease finalised. Waiting on delivery of vehicle.	

Month: June 2024
Ordinary Meeting: 25th June 2024

Res No.	***Officer***	***Item***	***Resolution***	***Complete***
24-059	EM-PC	Bishops Lodge Subdivision	**Resolved that:-** (a) Council endorses the transfer of title of Lots 13-17 DP747124 and Lots 24-27 DP747124 being the Bishops Lodge Subdivision to Argyle Housing Inc. for the purpose of construction and management Affordable Housing dwellings, with the dwellings layout to be development in consultation with Council and be used strictly in accordance with the NSW Affordable Housing Ministerial Guidelines 2023-24 and subsequent editions as published; (b) Council endorses the transfer of tile of Lot 11 DP868762 being Myers Lane Units to Argyle Housing Inc for the purpose of independent living, low income/social housing dwellings and be used strictly in accordance with the NSW Affordable Housing Ministerial Guidelines 2023-24 and subsequent editions as published; (c) That the land be gifted for the purpose as described in recommendations (a) and (b) and that covenant(s) be placed on the Certificate of Title as necessary to ensure this occurs; (d) That a covenant be placed on the Certificate of Title to ensure that should Argyle Housing Inc. dispose of the land at any time in the future that Council be reimbursed the value of the land at sale subject to the valuation and escalated by Annual CPI. Any changes to covenant(s) on Certificate of Title are subject to approval by Hay Shire Council; (e) That in the event that Argyle Housing Inc is unable to attract funding the develop the subdivision lots within 4-years from date of transfer, the land	Yes

			returns to the full ownership of Hay Shire Council; and (f) Two 4-bedroom dwellings are set aside for Council in the subdivision; and (g) That the Mayor and General Manager be authorised to sign appropriate legal documents under Council seal. **Response:** Ongoing. In discussions with Argyle Housing and Homes NSW. Contract conditions agreed on Bishops Lodge subdivision and expect execution to occur shortly. Waiting on updated land valuations. Land valuations received. Expect to exchange contracts very shortly. Contracts exchanged. Settlement date is 2nd December 2025. Land exchanged. Complete.	

Month: April 2024

Month: February 2024
Ordinary Meeting: 27th February 2024

Res. No	Officer	Item	Resolution	Complete
24-009	EM-EO	Tree Removal Requests	Resolved that Council **a.** Removes two Gum trees in Pal Richards Park and replace with two Ornamental Pear Trees. **b.** Removes the Pine tree at 321 Macauley Street and replace with a crepe Myrtle Tree. **c.** Remove two Claret Ash trees at 471 Cadell Street and replace with two Crepe Myrtle Trees. **d.** Remove 2 x Claret Ash from 322 Church Street and replace with two Ornamental Pear Trees, and **e.** Removes Pepper Corn tree Corner of Cadell and Lachlan and replace with a Manchurian Pear. Tree removed **f.** Retain the California Ash at 348 Cadell Street. **g.** Removes three Claret Ash Trees in the Swimming Pool Carpark and replace with three Claret Ash Trees (to keep in theme with the existing tree corridor). **h.** Heavy prune 12 Claret Ash Trees at the John Houston Memorial Pool carpark. **i.** Additional to the replacement trees suggested, Council plant trees within	No

			Hay Parks to achieve ten trees planted for every removal. **Response:** (a), (b), (c), (d), (e) & (g) complete (f) no action & (h) trees removed and replacements ordered. (h) & (i) Complete	

Month: April 2021
Ordinary Meeting 27th April 2021

Res. No.	***Officer***	***Item***	***Resolution***	***Complete***
21-052	DCCS	Potential Land Acquisition	**Resolved** that Council, **(a)** Notes the information provided in the report; and **(b)** Undertakes an independent valuation of Land at a cost of $2,000 **(c)** Participates in further discussions with Transport for NSW regarding the Railway Land. **Response:** (b)Valuation has been undertaken. Land purchased. (c) Discussions with TfNSW/JHR underway General Manager has been in recent discussions with TfNSW. Waiting on response from TfNSW. Discussions still ongoing.	No

Month: December 2020
Ordinary Meeting 15th December 2020

Res. No.	***Officer***	***Item***	***Resolution***	***Complete***
20-170	DCCS	Realignment of the Suburb of One Tree	**Resolved** that Council: i.) Extend the suburb of Booligal south and the suburb of Hay north as in the attached diagram, which places land closest to the population's centres of Hay and Booligal ii.) Council advertises its decision for public comment; iii.)Seek comment from affected landowners; and iv.) Liaise with the NSW Geographical Names Board. **Response:** In progress Ongoing Engaging contractor to produce mapping To assist with owner notification	No

Month: July 2020
Ordinary Meeting 28th July 2020

Res. No.	*Officer*	*Item*	*Resolution*	*Complete*
20-084	DCCS	Classification of Crown Reserve 150036	**Resolved** that Council classify the portion of Lot 222 DP 819305 under its management as operational land and advertises the intention of classification of operational land and allow a period of 28 days for public comment. **Response:** Matter is on hold pending Aboriginal land claim determination.	No
20-090	GM	IC 1 – Railways Lands - IN COMMITTEE	**IC 1 Resolved that Council**: (a) Commences negotiation to terminate Agreement 206.2523 and enter into a new agreement which includes Lot 4 DP 812034; and **(b)** A further report be brought to Council in due course. **Response:** Letter written to JHR. Ongoing. Staff liaising with new railway land managers. Discussions still ongoing.	No

Month: March 2020
Ordinary Meeting 24th March 2020

Res. No.	*Officer*	*Item*	*Resolution*	*Complete*
20-038	DCCS	Road Name	**Resolve that Council:** **a.** Endorses the name of road as “Kiernan Lane”. **b.** Continues with naming the unnamed road in accordance with Geographical Names Board requirements; and **c.** Continues with the formalising of the road corridors for Yankee Crossing Road and unnamed road. **Response**: Continuing with process of naming and formalising road corridors. Recent discussions with Crown Lands indicate sticking point around Yankee Crossing Road going through a TSR. Still working with Crown Lands. Kiernan Lane is officially named. Still working on Yankee Crossing Road formulisation. Matter is on hold due to Aboriginal land claim travelling stock route.	No

C1 - DA2025-56 – Fence at 184 Lindsay St, Hay

REPORTING OFFICER	Executive Manager - Planning and Compliance
ATTACHMENTS	A: Development Application Form

INTRODUCTION

Hay Shire Council received an application to "replace one boundary (side) fence and install new boundary (front) fence. Fence to be 1.8m tall and colourbond" at 184 Lindsay Street, Hay (Lot 212 DP 626701).

Owner: T J Murphy
Applicant: Therese Perrignon
Zoning: RU5 Village
Use: Residential

The block is 1241m² and is an established residential block. There is an existing side fence to the north of the block which is proposed to be replaced up to the front of the garage to a height of 1.8m. There is no existing front fence, therefore the proposal includes erecting a 1.8m front colourbond fence, also to the garage, with internal fencing to join.

Site plan for 184 Lindsay St, Hay (Fence proposal)

COMMENTARY

According to Section 4.15 of the Environmental Planning and Assessment Act 1979, a consent authority needs to take the following matters in consideration in assessing a development application:

(a) the provisions of—

(i) any environmental planning instrument, and

(ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary

has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and

(iii) any development control plan, and

(iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and

(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph),

that apply to the land to which the development application relates,

(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,

(c) the suitability of the site for the development,

(d) any submissions made in accordance with this Act or the regulations,

(e) the public interest.

Planning Controls

The Zoning of the site is RU5 Village, which has the following provisions:

1 Objectives of zone

- *To provide for a range of land uses, services and facilities that are associated with a rural village.*
- *To ensure that development in village areas is compatible with the environmental capability of the land, particularly in terms of the capacity of that land to accommodate on-site effluent disposal.*
- *To retain and facilitate expansion and redevelopment of the existing central business district of the Hay urban area and to further strengthen the core retail functions of this area.*
- *To encourage appropriate business development at the intersection of Cobb, Mid-Western and Sturt Highways that services the needs of the travelling public.*
- *To encourage appropriate tourist development within the Hay urban area.*

2 Permitted without consent

Environmental protection works; Home-based child care; Home occupations; Roads; Water reticulation systems

3 Permitted with consent

Centre-based child care facilities; Community facilities; Dwelling houses; High technology industries; Home industries; Liquid fuel depots; Neighbourhood shops; Oyster aquaculture; Places of public worship; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Respite day care centres; Schools; Tank-based aquaculture; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Animal boarding or training establishments; Cellar door premises; Electricity generating works; Extractive industries; Farm buildings; Farm stay accommodation; Forestry; Heavy industrial storage establishments; Industries; Local distribution premises; Marinas; Mooring pens; Moorings; Open cut mining; Roadside stalls; Rural industries; Rural workers' dwellings; Sex services premises; Waste disposal facilities; Wharf or boating facilities

The works are permitted with consent.

Environmental, Social and Economic Impacts

The side fence construction is reasonable to separate your property from your neighbours, but the construction of a high front fence could be detrimental to the aesthetics of the street and general street amenity.

Site Suitability

The site is an established residential block at the west end of Moppett Street, and on the bend entering into Lindsay Street. The end block of Moppett Street has several houses with high front fences, but the Lindsay Street frontage have lower front fences (images below).

As shown by the first two images below, the Moppett Street section consists of many high fences, which could have a negative impact on the streetscape. The images further below show Linsday Street.

Views of most western block of Moppett Street:

View from east, looking west (location of 184 Lindsay St shown)

View from west, looking east (184 Lindsay St located behind photographer)

Views of Lindsay Street from 184 Lindsay Street

View from 184 Lindsay St, and houses to north (location of 184 Lindsay St shown)

View 184 Lindsay St, including property to the south

Submissions

The proposal was notified to four neighbouring properties due to not meeting the Fencing Policy. One submission was received from a direct neighbour, supporting the proposed fence.

Public Interest

There could be public interest concerns in relation to the impact on the streetscape and starting a precedent for Lindsay Street.

Council Policies

- The Council Fencing Policy applies:
    - Front fence – Maximum height 1.2m

- Rear and side fences – Maximum height 1.2m from boundary to building line, one transitional panel from 1.2m to 1.8m and remainder of fence 1.8m (or 1.2m if the fence is built from masonry)
- Fences along a boundary of, or in the setback area of a primary or secondary road must not be taller than 1.2m (this includes the front of the site and any side boundaries on corner sites).

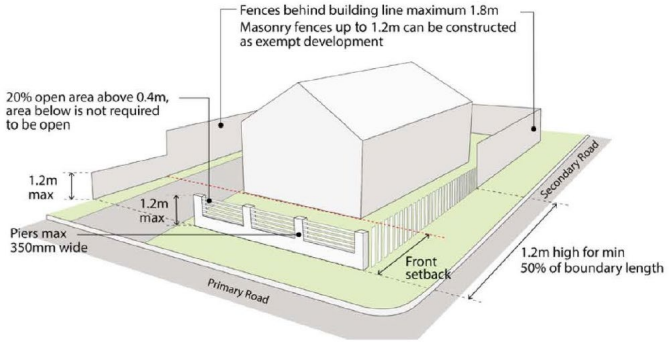


Image from Hay Shire Council's Fencing Policy for Village Zone

As stated before, high fences have numerous issues associated:

- No passive observation over the streetscape, which can lead to safety issues.
- Vehicles reverse straight into pedestrian walkways, with little to no reaction time for pedestrian or drivers.
- The streetscape resembling an industrial area rather than a residential area.
- Negative aesthetics, that can impact tourism in the long term.

Together with the movement towards larger and larger sheds, high front fences benefit the owner rather than the community. Lindsay Street currently do not have a streetscape that looks industrial in nature (such as the western end of Moppett Street as in the pictures above). The proposed fence will set a precedent for the approval of more similar fences in Lindsay Street.

There are sufficient grounds to **not approve** the application (see reasons in the paragraph above) and to approve the application (multiple precedents), but Councillors need to be cognisant that high fences on the street have a long-term impact.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Environmental** 2.1 Council is resilient and adaptive 2.1.1 Council considers climate change resilience in our services, and the maintenance and management of our buildings, public spaces and infrastructure. **Economic** 3.1 Our community welcomes new and innovative industry to support our future 3.1.1 Future Ready Businesses 3.1.2 Strengthen Business Support Services 3.1.3 Business Attraction and Investment Growth 3.1.4 Facilitate growth industries including workforce development and skills 3.1.5 Identify opportunities to grow the agricultural sector 3.1.6 Identify opportunities to grow the renewable energy sector

	Civic Leadership 4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.2 Monitor and evaluate Council's strategic planning documents 4.1.3 Be environmentally responsible in decision making 4.1.4 Council will seek to continuously improve 4.2 Our community is supported by a strong and resilient Council that is responsive to its needs 4.2.1 Provide an advocacy role on behalf of the community 4.2.2 Inform and empower community input into decision making 4.2.3 Our community has access to Council information, services and facilities
FINANCIAL IMPLICATION	N/A
LEGISLATIVE IMPLICATION	Environmental Planning & Assessment Act 1979 Hay Local Environmental Plan 2011
POLICY IMPLICATION	Fencing Policy Notification & Advertising of Development Proposals Policy
ASSET IMPLICATION	N/A
RISK IMPLICATION	N/A

RECOMMENDATION
DA2025-56 to replace one boundary (side) fence and install new boundary (front) fence. Fence to be 1.8m tall and colourbond, at 184 Lindsay St, Hay
a) **Refusal** of the application and suggest reducing the height of the front fence:

OR

b) **Approve** application with the following conditions:

1. **Compliance with Consent**
   The Development being completed in accordance with plans and specifications stamped by Council being Plan A for 184 Lindsay St, Hay, except where varied by conditions of this consent.

   Reason: *To confirm the details of the application as submitted by the applicant and as approved by Council.*

2. **Compliance with Standards**
   Any building and associated works shall comply with the statutory requirements of the Environmental Planning & Assessment Act, Local Government Act and the National Construction Code (NCC).

   Reason: *The legal obligations of the Council to administer the New South Wales building and planning laws in order to provide satisfactory standards of living and development.*

3. **Siting**
   The applicant is responsible to ensure that the fence is sited on the allotment and constructed to the design levels approved by Council as specified on the approved site plan.

Reason: *To ensure no encroachments occur onto neighbouring properties and no changes are made to the approved siting of the building.*

4. **Site Encroachment Prohibited**
   The structure shall be erected solely within the property boundaries.

   Reason: *To ensure that no encroachments occur onto neighbouring properties.*

5. **Variations**
   No alteration to approved plans and specifications is allowed unless separately approved by Council.

   Reason: *To ensure the designs meet regulations and standards, and are in line with Council policies.*

6. **Footpath Construction**
   All work on the public footpath and roadway shall be carried out with due care and regard for the safety and convenience of the public including pedestrians, cyclists and motorists. Special regard shall be paid to caring for the needs of children, the disabled, the infirm and the elderly.

   Reason: *Preservation of the life, health and good will of members of the public*.

7. **Footpath Storage**
   Building materials/machinery not to be stored on Council footway and/or nature strip at any time.

   Reason: *To ensure an adequate level of public safety is maintained.*

8. **Protection of Services & Assets**
   Any damage caused to Council's infrastructure including but not limited to footpaths, roads, drainage, sewer/water services, kerb & gutters, laybacks or other public land shall be restored to Council's satisfaction and at the full cost of the developer. Where a dispute arises over the person(s) responsible for the damage, Council shall reserve the right to carry out work to remedy such damage(s) at the proponent's cost. **PLEASE NOTE, Sewer Mains are located in the back north-west corner of the property.**

   Reason: *To protect Council infrastructure.*

9. **Gates**
   Any gates must open inwards, and not encroach onto roads/road reserves.

   Reason: *To not encroach onto a road reserve, and to not cause obstructions/hazards to traffic/pedestrian users.*

10. **Easements**
    The applicant is required to ensure that any easements registered over the title to the land are complied with.

    Reason: *Compliance with legal documents.*

11. **Lapsing of Consent**
    This consent is limited to a period of 5 years from the date of the Notice of Determination, unless the works associated with the development have physically commenced.

    Reason: *To ensure compliance with the Environmental Planning & Assessment Act 1979.*

12. **Second Hand Materials**

No second hand materials are to be used on any external surface of the building unless made available for inspection and separately approved by Council prior to erection.

Reason: *To not have a negative visual impact to the streetscape.*

Pre-Lodgement Application Form

HAY SHIRE COUNCIL

Portal Application number: PAN-586643

Applicant contact details

First given name	Therese
Other given name/s	
Family name	Perrignon
Contact number	
Email	
Address	
Application on behalf of a company, business or body corporate	No

Owner/s of the development site

Owner/s of the development site	I am the only owner of the development site

Site access details

Are there any security or site conditions which may impact the person undertaking the inspection? For example, locked gates, animals etc.	No

Developer details

ABN	
ACN	
Name	
Trading name	
Address	
Email Address	

Development details

Application type	Development Application
Site address #	1
Street address	184 LINDSAY STREET HAY 2711
Local government area	HAY
Lot / Section Number / Plan	212/-/DP626701 ☑
Primary address?	Yes
Planning controls affecting property	Land Application LEP Hay Local Environmental Plan 2011 Land Zoning RU5: Village Height of Building NA Floor Space Ratio (n:1) NA Minimum Lot Size 550 m² Heritage NA Land Reservation Acquisition NA

	Foreshore Building Line NA

HAY SHIRE COUNCIL

Proposed development

Selected common application types	Erection of a new structure
Selected development types	Fences
Description of development	Replace one boundary fence and install new boundary fence. Fence to be 1.8m tall. It will be a colourbond fence.
Dwelling count details	
Number of dwellings / units proposed	
Number of storeys proposed	
Number of pre-existing dwellings on site	
Number of dwellings to be demolished	
Existing gross floor area (m2)	0
Proposed gross floor area (m2)	0
Total site area (m2)	0
What is the estimated development cost, including GST?	$3,300.00
Estimated development cost	$3,000.00
Do you have one or more BASIX certificates?	
Subdivision	
Number of existing lots	
Proposed operating details	
Number of staff/employees on the site	

Number of parking spaces

Number of loading bays	
Is a new road proposed?	
Concept development	
Is the development to be staged?	
Crown development	
Is this a proposed Crown development?	No

Related planning information

Is the application for integrated development?	No
Is your proposal categorised as designated development?	No
Is your proposal likely to significantly impact on threatened species, populations, ecological communities or their habitats, or is it located on land identified as critical habitat?	No
Is this application for biodiversity compliant development?	
Does the application propose a variation to a development standard in an environmental planning instrument (eg LEP or SEPP)?	
Is the application accompanied by a Planning Agreement ?	

Section 68 of the Local Government Act	
Is approval under s68 of the Local Government Act 1993 required?	No HAY SHIRE COUNCIL
10.7 Certificate	
Have you already obtained a 10.7 certificate?	
Tree works	
Is tree removal and/or pruning work proposed?	No
Local heritage	
Does the development site include an item of environmental heritage or sit within a heritage conservation area.	
Are works proposed to any heritage listed buildings?	
Is heritage tree removal proposed?	
Affiliations and Pecuniary interests	
Is the applicant or owner a staff member or councillor of the council assessing the application?	No
Does the applicant or owner have a relationship with any staff or councillor of the council assessing the application?	No
Political Donations	
Are you aware of any person who has financial interest in the application who has made a political donation or gift in the last two years?	No
Please provide details of each donation/gift which has been made within the last 2 years	

Sustainable Buildings

Is the development exempt from the *State Environmental Policy (Sustainable Buildings) 2022* Chapter 3, relating to non-residential buildings?	Yes
Provide reason for exemption. Is the development any of the following:	Development that is permitted with or without consent or is exempt or complying development under State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

Payer details

Provide the details of the person / entity that will make the fee payment for the assessment.

The *Environmental Planning and Assessment Regulation 2021* and Council's adopted fees and charges establish how to calculate the fee payable for your development application. For development that involves building or other works, the fee for your application is based on the estimated cost of the development.

If your application is for integrated development or requires concurrence from a state agency, additional fees will be required. Other charges may be payable based on the Council's adopted fees and charges. If your development needs to be advertised, the Council may charge additional advertising fees.

Once this application form is completed, it and the supporting documents will be submitted to the Council for lodgement, at which time the fees will be calculated. The Council will contact you to obtain payment. Note: When submitting documents via the NSW Planning Portal, credit card information should not be displayed on documents attached to your development application. The relevant consent authority will contact you to seek payment.

The application may be cancelled if the fees are not paid:

First name	Therese
Other given name(s)	HAY SHIRE COUNCIL
Family name	Perrignon
Contact number	
Email address	
Billing address	

Application documents

The following documents support the application.

Document type	Document file name
Site Plans	Boundary Fence DA Application
Statement of environmental effects	Statement of Environmental Effects - 184 Lindsay Street Shed_PAN-556660

Applicant declarations

I declare that all the information in my application and accompanying documents is , to the best of my knowledge, true and correct.	Yes
I understand that the development application and the accompanying information will be provided to the appropriate consent authority for the purposes of the assessment and determination of this development application.	Yes
I understand that if incomplete, the consent authority may request more information, which will result in delays to the application.	Yes
I understand that the consent authority may use the information and materials provided for notification and advertising purposes, and materials provided may be made available to the public for inspection at its Offices and on its website and/or the NSW Planning Portal	Yes
I acknowledge that copies of this application and supporting documentation may be provided to interested persons in accordance with the Government Information (Public Access) 2009 (NSW) (GIPA Act) under which it may be required to release information which you provide to it.	Yes
I agree to appropriately delegated assessment officers attending the site for the purpose of inspection.	Yes
I have read and agree to the collection and use of my personal information as outlined in the Privacy Notice	Yes
I confirm that the change(s) entered is/are made with appropriate authority from the applicant(s).	

STATEMENT OF ENVIRONMENTAL EFFECTS TEMPLATE

If unsure about any of the details required it is recommended that you contact Council's Planning Department by calling Hay (02) 6990 1100 and make an appointment to discuss your proposal with an assessment officer.

Property Details

Lot(s) 212 DP 626701

House Number (s) 184 Street LINDSAY STREET

Town HAY NSW 2711

Description of The Site and Locality

The Site RESIDENTIAL BLOCK OF LAND IN HAY SHIRE TOWNSHIP.
BLOCK IS 1241m2

Details of the Proposed Development

Proposal REPLACEMENT OF CURRENT BOUNDARY FENCE WITH 1.8m HIGH COLOURBOND
FENCE AND INSTALLATION OF A 1.8m HIGH COLOURBOND FENCE AT FRONT OF PROPERTY.

Matters for Consideration

(Matters for consideration pursuant of the *Environmental Planning & Assessment Act 1979 Section 4.15*)

a) Is the development permissible within its zone? Yes ☑ No ☐

b) Likely impacts of the development, including environmental impacts on both the natural and built environments, as well as social and economic impacts in the locality.

		Yes	No
(i)	Will the proposal result in the loss/damage of any vegetation from the site?	☐	☑
(ii)	Are any landscaping works proposed on the land?	☐	☑
(iii)	If yes, please describe the proposed works and detail what existing trees/vegetation to be removed/ retained or show details on the site plan.		

		Yes	No
(iv)	Does the proposal involve excavation or filling of the site? If yes, outline details and/ or identify on plans.	☑	☑
(v)	Is vehicular access available from the street? Outline details of vehicular access and parking arrangements (ie location, car parking, etc)	☑	☐
(vi)	Will the proposal impact on adjoining residences? Could be proximity to neighbours, noise, traffic generation, odours, etc	☐	☑
(vii)	Will the proposal have any social and/or economic impacts? If yes, outline details	☐	☑

c) Suitability of the site for the development

		Yes	No
(i)	Is the area an established residential area?	☑	☐
(ii)	Are existing utility services available and adequate to serve the development (ie water, sewerage, telephone, gas, stormwater and garbage)?	☑	☐
(iii)	If no, what alternative arrangements are proposed?		
(iv)	Are there any other matters relating to your proposed development or use, such as management details, operating or construction hours, noise etc?	☐	☑
(v)	If yes, please specify. Construction from 8am to 6pm daily.		

PLEASE PROVIDE HOURS OF OPERATION if relevant OR for commercial and/or industrial developments (required)

Days of Operation	Hours of Operation	Days of Operation	Hours of Operation
Monday – Friday	8am to 6pm	Monday	……..to……..
Saturday	8am to 6pm	Tuesday	……..to……..
Sunday	8am to 6pm	Wednesday	……to……..
Public Holidays	……..to……..	Thursday	……..to……..
		Friday	……..to……..

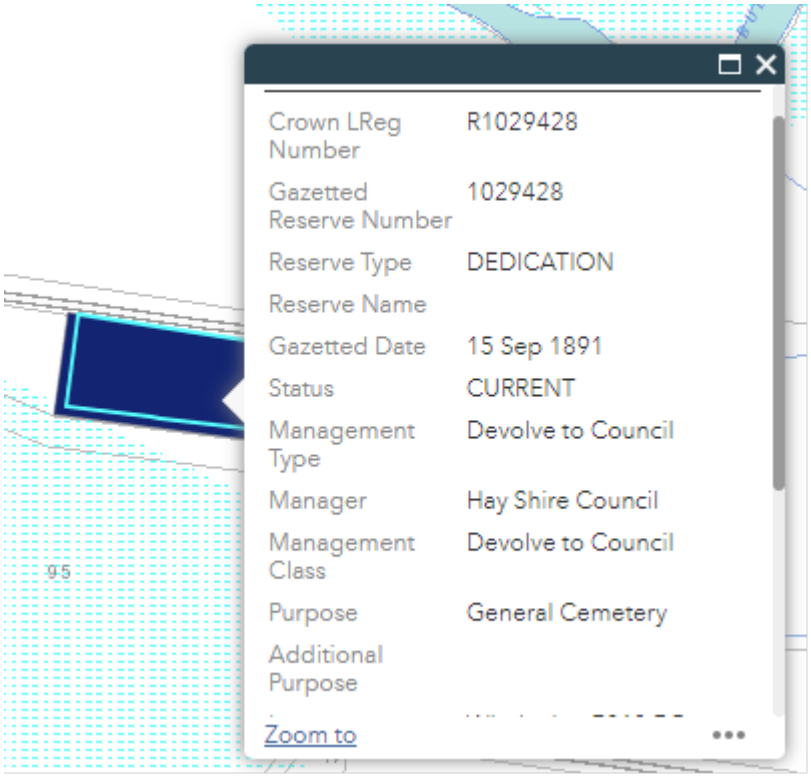
Please attach additional pages for extended answers

C2 – Lease of Land adjacent to the Maude Cemetery

REPORTING OFFICER	Executive Manager Planning and Compliance
ATTACHMENTS	- Advertised Expression of Interest - Submission – Treespec Pty Ltd, received 21st November 2025 - Submission – Bidgee Property Services, dated 21st November 2025

INTRODUCTION

The Maude Cemetery was dedicated as a cemetery in 1891 under the Crown Lands Act 1884. It is devolved to Council under the Local Government Act section 48.

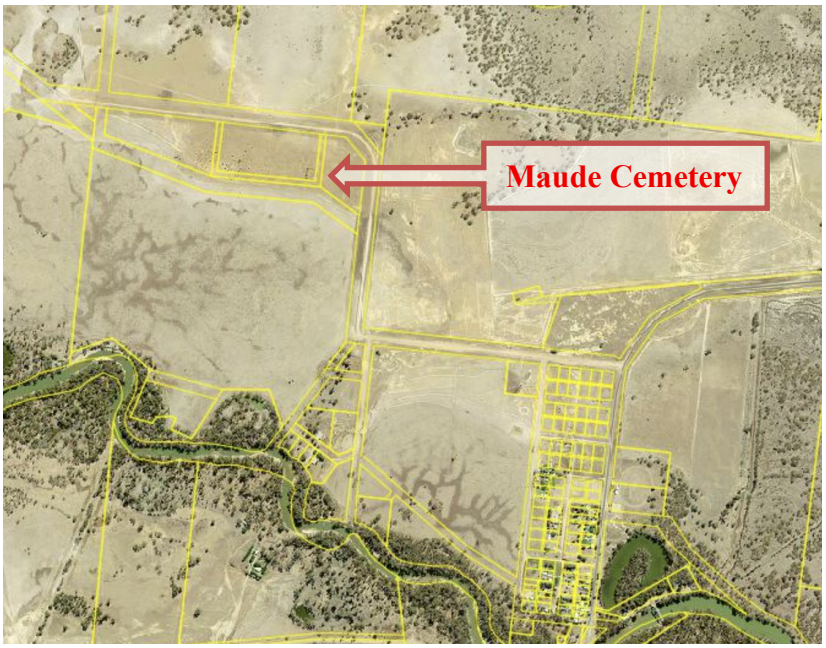


What is devolved land?
Councils manage more than 2,000 Crown reserves in NSW as a devolved manager. Crown reserves dedicated or reserved for public recreation or for a public cemetery devolve to council when they are not under control or vested in any other body or person, or under any lease. These public reserves are managed under section 48 of the *Local Government Act 1993* (LG Act).

It is also possible for a Crown reserve to be devolved under section 48 of the LG Act if the Governor, by proclamation, places the land under the control of the council, or if the Minister administering the *Crown Land Management Act 2016* (CLM Act) declares it by an order published in the Gazette. Control under section 48 can be removed by declaration made under section 2.22 of the CLM Act.

Councils are not the appointed Crown land manager under the CLM Act for devolved land and must manage it differently to reserves where they are the appointed Crown land manager. Councils are not required to prepare a plan of management for Crown reserves devolved to them. Councils need to manage devolved reserves consistent with the reserve purpose and can undertake minor improvements, restoration work, maintenance, or works for public safety. Councils are unable to grant any tenures over this land.

Maude Cemetery is located on Pibrock Road, to the northwest of Maude township.



Location of Maude Cemetery

Maude Cemetery (marked in red)

As can be seen from the aerial photograph above, Maude Cemetery takes up a fraction of the total Council reserve.

Council owned land (marked in red) with Maude Cemetery outline (marked in blue)

In the past there used to be an informal agreement with Council and a neighbouring landowner for the utilisation of Lot 7018 DP 1019632 and Lot 7003 DP 1019633. The land was grazed to keep growth down and fences maintained on the property. The land has now changed ownership, and there has been a query on the potential use for the land as grazing.

COMMENTARY

The current state of the land has shown neglect of the past year, with an increase in boxthorn, and the fencing being dilapidated. It is the opinion of staff that Council is unlikely to use the land in the short to medium term, and the best possible use is an agricultural use (in line with it's RU1 Primary Production zoning), where there will be weed control and fencing maintenance.

As part of any negotiation, the Maude Cemetery must keep on functioning as a cemetery, and it is thought that limited vehicular access (for funerals) and full pedestrian access to the site will suffice. This access will however go through the reserve area.

The Hay Cemeteries Master Plan has identified issues with Maude Cemetery, as per the excerpt below. These include access issues, boxthorn growth, and no defined entrance.

2.3.3 Maude Cemetery

There are a number of issues with the Maude Cemetery:

- No access, with entrance gates being inaccessible.
- Boxthorn growth.
- No interpretation, and no defined entrance signage and planting.
- Damages gravestones.
- Overgrown areas that causes damage to graves.

Excerpt of Hay Cemetery Master Plan

Proposals for the Maude Cemetery included the following (see except below):

- Defining and entrance and ensuring public access
- Lease the wider area for weed control and hazard reduction
- Improve the landscaping to the area
- Provide a stillborn and columbarium area
- Improve the fencing

4.3 MAUDE CEMETERY

4.3.1 Entrance
The area where Maude Cemetery is located has two accesses off Pibrock Road, with the southernmost entrance being the cemetery entrance. The entrance gate is wired shut, and not defined. The entrance would need signage, a gate that can make access possible to the public, and some native trees to delineate the entrance.

4.3.2 Cemetery Site
The Maude Cemetery takes up a small area in the total allotment. The unused area has extensive boxthorn growth. The allotment (excluding the fenced cemetery) can be leased to minimise weed growth and reduce bushfire hazards.

4.3.3 Landscaping
Areas of the cemetery is overgrown, and some growth are damaging graves. It is proposed that native trees be planted at intervals around the perimeter of the cemetery, and damaging vegetation be removed.

4.3.4 Stillborn Area and Columbarium
Although there are limited internments in the Maude Cemetery, a stillborn area and columbarium of suitable size could be provided.

4.3.5 Fencing
Suitable fencing and gates are required for the cemetery and wider allotment.

Hay Cemetery Master Plan *Page 25*

Excerpt of Hay Cemetery Master Plan

Staff recommend that, in accordance with the Local Government Act, an Expression of Interest (EOI) is called for land management of Lot 7018 DP 1019632 and Lot 7003 DP 1019633 at the Maude Cemetery, with the following conditions attached:

- Period of land management – up to 5 years
- Maintenance of land to mitigate bushfire risk and keeping land weed free.
- Maintenance of fencing around the site.
- Keeping limited vehicular access (for funerals and maintenance) and 24/7 pedestrian access to the cemetery component.

Upon closure of the EOI process a further report will be brought to Council for its determination.

At the October 2025 ordinary meeting, it was resolved:
That Council:

(a) Notes the information provided in the report;
(b) Calls for Expressions of Interest (EOI) for land management of Lot 7018 DP 1019632 and Lot 7003 DP 1019633 at the Maude Cemetery
(c) A further report is brought back to Council in due course.

An Expression of Interest was advertised which closed on 21st November 2025 (see attached) and two submissions were received (see attached). The submission by Bidgee Property Services provides the best value for money for Council.

It is recommended that Council engages Bidgee Property Services to undertake Periodic Grounds Control at the Maude Cemetery for an initial period of 12 months, with option to extend for 2 x 12 months.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Economic** 3.1 Our community welcomes new and innovative industry to support our future 3.1.5 Identify opportunities to grow the agricultural sector **Civic Leadership** 4.2 Our community is supported by a strong and resilient Council that is responsive to its needs 4.2.2 Inform and empower community input into decision making
FINANCIAL IMPLICATION	Minor
LEGISLATIVE IMPLICATION	Local Government Act 1993 Crown Land Management Act 2016
POLICY IMPLICATION	Nil. The proposed lease does not conflict with the Public Cemeteries Policy or the Hay Cemetery Master Plan
ASSET IMPLICATION	Minor – would improve the asset
RISK IMPLICATION	Minor – would lower risk to Council

RECOMMENDATION

That Council engages Bidgee Property Services to undertake Periodic Grounds Control at the Maude Cemetery for an initial period of 12 months, with option to extend for 2 x 12 months.

Expression of Interest

Periodic Grounds Control at the Maude Cemetery

Hay Shire Council invites Expression of Interest from individuals, community groups or organisations interested in periodic grounds control of the **Maude Cemetery** located at **Pibrock Road Maude NSW 2711**.

Key Details

- **Location:**
  - Lot 7018 DP 1019632
  - Lot 7003 DP 1019633

  The area encompasses the area surrounding the Maude Cemetery, at an estimated 77,435m2.

  To access aerial photos of the location, go to Hay Shire Council website: https://www.hay.nsw.gov.au
- **Availability**: Immediately
- **Term**: 12 months, with an option to extend 2 x 12 months
- **Conditions:**
  - Maintenance of land to mitigate bushfire risk and keeping land weed free.
  - Maintenance of fencing around the site.
  - Keeping limited vehicular access (for funerals and maintenance) and 24/7 pedestrian access to the cemetery component.

Interested parties are invited to submit an Expression of Interest that includes:

- Name and contact details
- Proposed management plan
- Public liability insurance (or intention to obtain)

Submissions close: 4pm, Friday 21st November 2025

EOIs should be addressed to:
General Manager
Hay Shire Council
134 Lachlan Street, Hay NSW 2711
Email: mail@hay.nsw.gov.au

For further information or to arrange an inspection, please contact Council on (02) 6990 1100

Professional Arborists

Treespec Pty Ltd
PO Box 165
Wallan Vic 3756
Email: grant@treespec.com.au

General Manager
Hay Shire Council
134 Lachlan Street, Hay NSW 2711
Email: mail@hay.nsw.gov.au

Re: Expression of Interest – Periodic Maintenance of Maude Cemetery

Dear General Manager,

I am writing to formally express my interest in undertaking the periodic maintenance of the **Maude Cemetery** on behalf of Hay Shire Council.

We privately own the property 'Greenheithe' at 95 Gelam St Maude that surrounds the Maude Cemetery. We are the owner operators of Treespec Pty Ltd, a tree management company based in central Victoria which carried out all aspects of tree maintenance for local governments, corporate and private clients.

The Maude Cemetery site is currently unfenced except for the Pibrock Road frontage. The fencing on the Pibrock Road frontage is in a state of disrepair. There is a fence around the burial plots that is also in a state of disrepair.

The site is largely overrun by African Box Thorn and other invasive weeds.

Our proposed management strategy is as follows:

Fencing.

Option 1.
Remove and replace the Fence on the Piebrock rd frontage. Fencing to include a locked vehicle gate and a self-closing pedestrian gate to allow 24hr pedestrian access.
Repair or replace fence around burial plots to prevent damage by stock to memorials.
All removal and replacement costs of the fencing to be covered by Hay Shire Council.

Option 2.
Construct a sheep proof fence between the Maude Cemetery and 95 Gelam St. Costs to be shared 50:50 by Grant and Belinda Cody and Hay shire Council.
Repair or replace fence around burial plots to prevent damage by stock to memorials, costs to be covered by Hay Shire Council.

Option 3.
Combination of options 1 and 2.

Tree Spec
Professional Arborists

Weed Management.

Carry out physical removal of African Box Thorn. Removed plants to be stock-piled and burned on site when conditions are suitable.
Establish a quarterly spot spraying regime to target regrowth of African Box Thorn and other invasive weeds. It will not be possible to keep the site 100% weed free.

Bushfire Mitigation.

Allow stock to periodically graze area outside of burial plots to reduce fuel load.

Treespec Pty Ltd has the qualified staff, equipment, experience and insurance to carry out all required vegetation management, we can arrange sub-contractors to carry out required fencing works.

Please feel free to contact me to discuss this expression of interest.

Regards

Grant Cody
Arborist/ Director at Treespec Pty Ltd
Owner 'Greenheithe'
PH: 0409014022
Email: grant@treespec.com.au

21/11/2025

General Manager
Hay Shire Council
134 Lachlan Street, Hay NSW 2711
Email: mail@hay.nsw.gov.au

EOI: Periodic Grounds Control at the Maude Cemetery

Applicant details	
Bidgee Proprety Services Zachary Tarsoly Phone: 0438092631 Email: Bidgeepropertyservices@gmail.com	429 Macauley St Hay NSW 2711

Site:

Maude Cemetery located at Pibrock Road Maude NSW 2711.

- Lot 7018 DP 1019632
- Lot 7003 DP 1019633

The area encompasses the area surrounding the Maude Cemetery, at an estimated 77,435m2.

Objective:

- Maintenance of land to mitigate bushfire risk and keeping land weed free.
- Maintenance of fencing around the site.
- Keeping limited vehicular access (for funerals and maintenance) and 24/7 pedestrian access to the cemetery component.

Current Site Description:

- Site is observed to have thick coverage of dead Boxthorns and scrub vegetation.
- Fencing is observed to be aged, damaged and not fit for purpose in some areas.

Proposed Management Plan:

- Monthly visits to site for vegetation control/assess bushfire risks.
- Monthly weed management plan.
- Half yearly pre-emergent weed management spray.
- Slash grass/vegetation as required to mitigate bushfire risk.
- Mow/slash tracks and pathways to mitigate bushfire risk and ensure safe, clear access.
- Spray Boxthorns with Access and Diesel to control growth of noxious weed.
- Removal of dead boxthorns and dead wood on site to mitigate immediate bushfire risk.
- Fencing is damaged, aging and not fit for purpose in some areas. Proposal: Repair sections to a standard acceptable by council.

Relevant Tickets:

Ground Applicators Licence – EPA

Chemical Application Level 3

- AHCCHM304 – Transport and store chemical
- AHCCHM307 – Prepare and apply chemicals to control pest, weeds and diseases.

Relevant Experience:

I currently own and operate a property management business within Hay, specialising in weed management.

Currently I hold the contract for Australian War Graves in Hay and proudly maintain this local site.

Public Liability:

Currently held under Policy EVU720931BPK

Cover amount: $20million

C3 – 2025 Land Values

REPORTING OFFICER	Deputy General Manager
ATTACHMENTS	1. Hay Shire Council – 1 July 2025 – Land Valuation List

INTRODUCTION

Council has only recently been issued with the 2025 land values which will apply from the 2026/2027 rating year.

COMMENTARY

The valuer General is required to issue Councils with valuations to use in the rate making process which are provided every 3 years. In 2025/2026 Council used the 2022 base dated valuations to determine the rates for the various categories. Council may have seen in the media in the last few weeks that the Shire of Hay had the largest increase in residential land values in the state for 2024/2025 increasing by 40.3%. For the period 1/7/2022 to 1/7/2025 residential rates increased by 48.3% which means that for the 2 years prior to the 2024/2025 the increases were relatively flat.

It should be acknowledged that just because your valuation has increases by a certain percentage it does not mean that your rates will increase by that amount. There are three principal reasons for this.

1. The first is that Councils can only raise a certain amount of revenue from rates, known as the permissible yield, and in turn must determine what revenue to raise from a certain category. So, if valuations rise by 10% and Council only wants to raise the same amount of rates by land values then you simply reduce the rate in the dollar applied to the valuations by 10%.

2. The second is that rates in NSW are two-part, with one part being a fixed base amount and one being a rate applied to the valuation what we term the Ad valorum component. In the case of residential rates, Council only raises 53% of rate income is from valuations. This is an in-built protection to minimise rate changes and maintain some consistency within the rate category.

3. The third reason is that whilst a land category might have changed by a certain amount, overall it is very likely that some areas would have changed by more than others. A preliminary analysis of the valuations indicates that some areas within the town have increased far more than others for example properties near Lachlan Street. There will be some winners and losers with the new valuations.

Attached are valuations reports from 2022 and 2025 which details the changes within the various zonings. It can be seen that apart from the village RU5 and small rural holding zones the other categories have experienced fairly minor incremental increases only. Given that base rates within the village area minimise the impact of inconsistent lands value increases to a certain extent I believe Council should be able to formulate a rate model that that the majority of the ratepayers are comfortable with when setting the 2026/2027 rates.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**D Governance and Organisational Performance** *D1 Our community is supported by a strong and resilient Council that is responsive to its needs* D1.1 Communicate organisational performance to the community D1.2 Council effectively manages its resources D1.3 Council put in place the necessary systems to ensure good governance and to also ensure they are implemented. D1.4 Council decision making is based on a sound appreciation of community issues and needs, supporting by reliable information and asset management systems. D1.5 Council will lead by example. D1.6 Council will seek to continuously improve D1.7 Obtain a sustainable funding model D1.8 Develop and encourage internal capabilities *D2 Our Community is connected and informed* D2.1 Enable all residents and groups to participate in local decision making D2.2 Effectively communicate the range, availability and operation of services and facilities
FINANCIAL IMPLICATION	High
LEGISLATIVE IMPLICATION	Local Government Act 1993, Financial Regulations
POLICY IMPLICATION	Revenue Policy
ASSET IMPLICATION	Insignificant
RISK IMPLICATION	Reputational and compliance

RECOMMENDATION

For the information of Council.

Username : AFITZGERALD
Report Date : 27/10/2025 15:39

Total Land Values @ 01 JUL 25
HAY SHIRE COUNCIL

NSW GOVERNMENT | Value NSW

District	Zone Code and Description		Properties(#):	Total Land Value:
HAY - 243	C1	National Parks & Nature Reserves	9	$15,987,550
	C2	Environmental Conservation	10	$673,320
	E4	General Industrial	25	$1,305,800
	RE1	Public Recreation	11	$1,095,060
	RE2	Private Recreation	1	$219,000
	RU1	Primary Production	384	$840,959,740
	RU4	Rural Small Holdings	100	$14,240,500
	RU5	Village	1,376	$60,798,930
	SP2	Infrastructure	7	$520,200
	SP3	Tourist	2	$252,000
	Total:		1,925	$936,052,100

Total Land Values @ 01-Jul-22
HAY SHIRE COUNCIL

NSW GOVERNMENT | Valuer General

District	Zone Code and Description		Properties(#):	Total Land Value:
HAY - 243	C1	National Parks & Nature Reserves	9	$15,246,430
	C2	Environmental Conservation	12	$485,360
	IN1	General Industrial	25	$1,305,800
	RE1	Public Recreation	11	$1,043,950
	RE2	Private Recreation	1	$100,000
	RU1	Primary Production	366	$794,972,120
	RU4	Rural Small Holdings	98	$11,782,600
	RU5	Village	1,370	$40,986,270
	SP2	Infrastructure	7	$520,200
	SP3	Tourist	2	$210,700
	Total:		1,901	$866,653,430

Value NSW

Our ref: DOC25/015823

Mr David Webb
General Manager
Hay Shire Council
PO Box 141

HAY NSW 2711

13 November 2025

Subject: Authentication 1 July 2025 valuation list

Dear Mr Webb

1 July 2025 valuation list

I am pleased to provide you with the **01 July 2025** valuation list for Hay Shire Council area, authorised under section 54 of the *Valuation of Land Act 1916* and delegated by the Valuer General NSW.

The valuation list contains 1,925 entries, with a total land value of $936,052,100 for base date 1 July 2025.

I request that you complete and return the attached form to confirm receipt of the 1 July 2025 valuation list.

The valuation list is for internal use only until the 1 July 2025 land values are published on the Valuer General's website by December 2025

Please note that land values may change with further quality assurance measures conducted, and we will inform you of any changes.

Information sessions on the 2025 general valuation program

In January 2026, Value NSW will send correspondence offering your council an information package and invitation to attend an information session about the 1 July 2025 land values, the valuation process and to address any concerns and questions.

Interactive land value summaries

Interactive land value summaries, including trends, median values, sale prices, typical values, valuation reports, and added value of improvement tables for residential properties, will be published on the Valuer General's website in January 2026.

More information about the 2025 land values

If you have any questions, or require more information about the 2025 land values, please contact our Land Data Management team at vgnswlanddata@dpie.nsw.gov.au .

Yours sincerely,

Stewart McLachlan

Chief Executive Officer,
Value NSW

Value NSW

Herewith I confirm that I have received the valuation list for the valuation district of Hay Shire Council as at 1 July 2025 from Value NSW via the Valuation Portal document delivery inbox.

Signed: _____

Name: _____

Hay Shire Council

Date:

Please send your completed form to:

Value NSW
PO Box 745
Bathurst, NSW 2795

Or

valnet.operations@dpie.nsw.gov.au

C4 – Code of Meeting Practice

REPORTING OFFICER	General Manager
ATTACHMENTS	- Code of Meeting Practice – Final – December 2025 - OLG emailed dated 28th November 2025 – Code of Meeting Practice

INTRODUCTION

Following extensive consultation, the new 2025 Model Code of Meeting Practice for Local Councils in NSW (2025 Model Meeting Code) has been finalised. The new code has been publicly exhibited and is now presented for adoption.

COMMENTARY

Model Code of Meeting Practice:

The new 2025 Model Meeting Code has been published in the Government Gazette and is expected to be prescribed under the Local Government (General) Regulation 2021 (the Regulation) shortly. While it has been watered down somewhat since the initial draft earlier this year, there are still some changes that need to be considered by Council.

Among other changes, the mandatory provisions of the 2025 Model Meeting Code will prohibit pre-meeting briefings.

Councils must also livestream meetings of the council and committees comprising wholly of councillors from 1 January 2026 using an audio-visual recording. Recordings of meetings must be published on the council's website for the balance of the council term or for 12 months, whichever is the later date.

The provisions governing attendance by councillors at meetings by audio-visual link have been made mandatory and the option to attend meetings by audio-visual link has been restricted to where councillors are prevented from attending a meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities.

Councils may determine standards of dress for councillors when attending meetings. The draft presented includes the standard of dress is to be business attire including councillor jackets and ties. Additionally, where physically able to, councillors and staff are encouraged to stand when the mayor enters the chamber and when addressing the meeting.

Councils will no longer have the option of reducing the duration of speeches to less than 5 minutes.

Consistent with the Independent Commission Against Corruption's (ICAC) recommendations, a council or a council committee must not make a final planning decision at a meeting without receiving a staff report containing an assessment and recommendation in relation to the matter put before the council for a decision. Where the council or a council committee makes a planning decision that is inconsistent with the recommendation made in a staff report, it must provide reasons for its decision and why it did not adopt the staff recommendation.

In the interests of simplifying the code, the rules governing representations by the public on the closure of meetings have been removed. Consistent with ICAC's recommendation, the general manager must publish business papers for items of business considered during meetings that have been closed to public on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential. Before publishing this information, the general manager must consult with the council and any other affected persons and provide reasons for why the information has ceased to be confidential.

Under section 361 of the Local Government Act 1993 (the Act), before adopting a new code of meeting practice, councils must first exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

The Code was publicly exhibited from 28th October to 12th December 2025. At time of writing the report nil submissions have been received, and no changes have been made to the draft code presented at the October 2025 meeting.

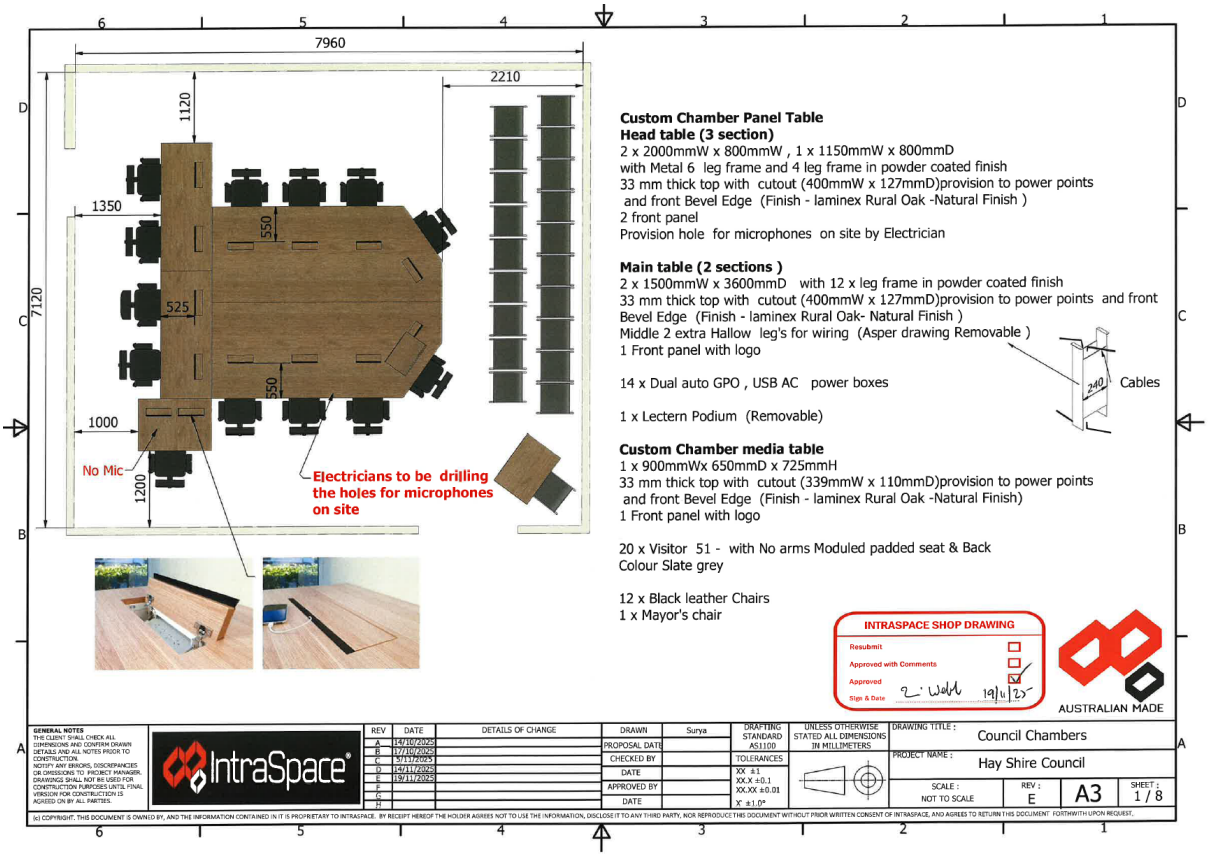
The Code of Meeting Practice dated December 2025 is now presented for adoption.

Upgrade of Council Chambers:

As reported to the October 2025 meeting, to accommodate livestream meetings of the council and committees comprising wholly of councillors from 1 January 2026 using an audio-visual recording, an upgrade to chambers technology is required.

Since the October 2025 meeting, the design layout has been finalised and all works procured. A new fully digital integrated furniture as shown below along with:

- ✓ Removal lectern placed on main table for meetings
- ✓ 3 x fixed PTZ cameras for livestreaming of council meetings
- ✓ Individual microphones for councillors, staff and lectern (controllable from mayor and EA seats)
- ✓ In-built speakers to room synchronised to system for livestreaming
- ✓ Individual 15-inch screens for councillors and staff
- ✓ Controller – one touch system - at EA's seat
- ✓ 2 x fixed 86inch screens behind mayor and gallery
- ✓ Councillors, staff and screens to be synchronised with EA PC


7960
2210
1120
1350
550
525
7120
550
1000
No Mic
1200
Electricians to be drilling the holes for microphones on site
Custom Chamber Panel Table
Head table (3 section)
2 x 2000mmW x 800mmW , 1 x 1150mmW x 800mmD
with Metal 6 leg frame and 4 leg frame in powder coated finish
33 mm thick top with cutout (400mmW x 127mmD)provision to power points and front Bevel Edge (Finish - laminex Rural Oak -Natural Finish)
2 front panel
Provision hole for microphones on site by Electrician
Main table (2 sections)
2 x 1500mmW x 3600mmD with 12 x leg frame in powder coated finish
33 mm thick top with cutout (400mmW x 127mmD)provision to power points and front Bevel Edge (Finish - laminex Rural Oak- Natural Finish)
Middle 2 extra Hallow leg's for wiring (Asper drawing Removable)
1 Front panel with logo
14 x Dual auto GPO , USB AC power boxes
1 x Lectern Podium (Removable)
240
Cables
Custom Chamber media table
1 x 900mmWx 650mmD x 725mmH
33 mm thick top with cutout (339mmW x 110mmD)provision to power points and front Bevel Edge (Finish - laminex Rural Oak -Natural Finish)
1 Front panel with logo
20 x Visitor 51 - with No arms Moduled padded seat & Back
Colour Slate grey
12 x Black leather Chairs
1 x Mayor's chair
INTRASPACE SHOP DRAWING
Resubmit
Approved with Comments
Approved
Sign & Date
19/11/25
AUSTRALIAN MADE
GENERAL NOTES
THE CLIENT SHALL CHECK ALL DIMENSIONS AND CONFIRM DRAWN DETAILS AND ALL NOTES PRIOR TO CONSTRUCTION.
NOTIFY ANY ERRORS, DISCREPANCIES OR OMISSIONS TO PROJECT MANAGER.
DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION PURPOSES UNTIL FINAL VERSION FOR CONSTRUCTION IS AGREED ON BY ALL PARTIES.
IntraSpace
REV DATE DETAILS OF CHANGE
A 14/10/2025
B 17/10/2025
C 5/11/2025
D 14/11/2025
E 19/11/2025
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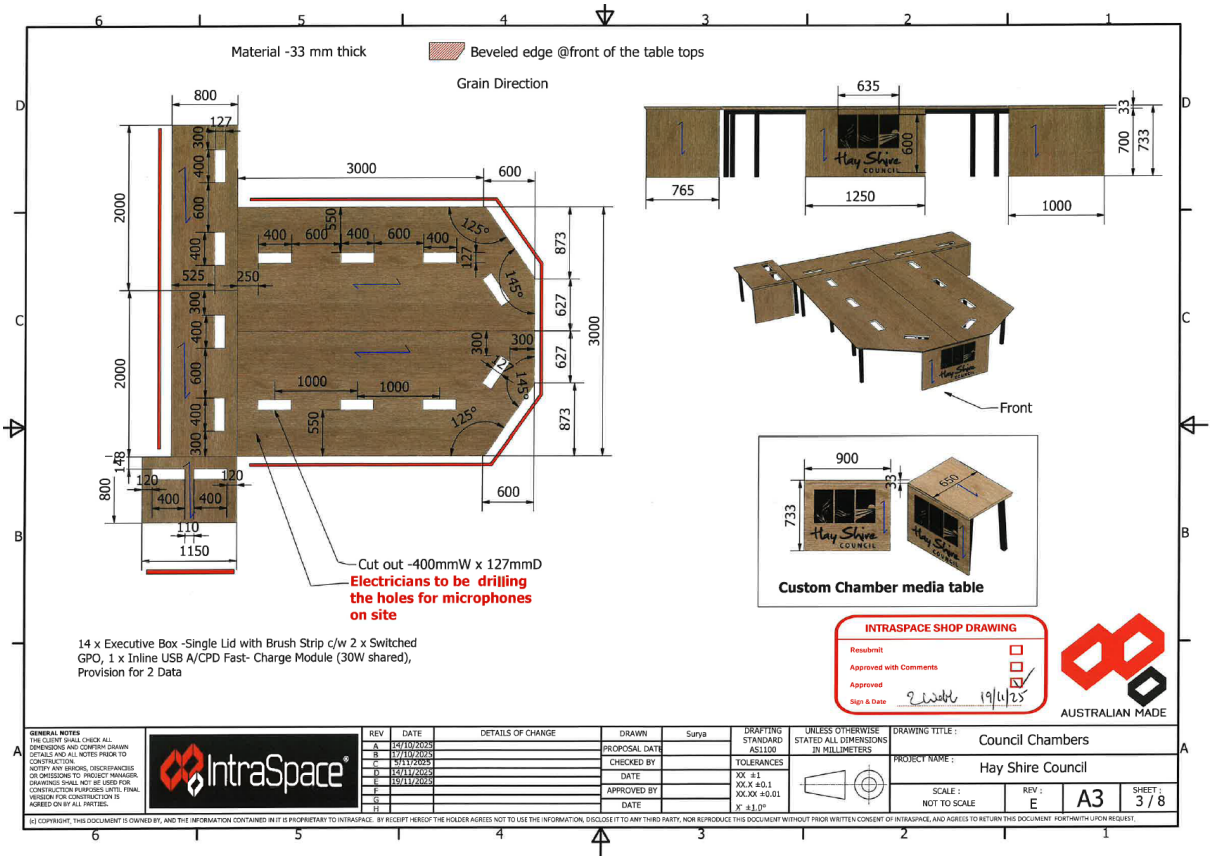
DRAWING TITLE : Council Chambers
PROJECT NAME : Hay Shire Council
SCALE : NOT TO SCALE
REV : E
A3
SHEET : 1 / 8
(c) COPYRIGHT. THIS DOCUMENT IS OWNED BY, AND THE INFORMATION CONTAINED IN IT IS PROPRIETARY TO INTRASPACE. BY RECEIPT HEREOF THE HOLDER AGREES NOT TO USE THE INFORMATION, DISCLOSE IT TO ANY THIRD PARTY, NOR REPRODUCE THIS DOCUMENT WITHOUT PRIOR WRITTEN CONSENT OF INTRASPACE, AND AGREES TO RETURN THIS DOCUMENT FORTHWITH UPON REQUEST.


Material -33 mm thick
Beveled edge @front of the table tops
Grain Direction
800
127
3000
600
2000
400
600
550
525
250
125°
145°
873
627
3000
1000
1150
120
110
Cut out -400mmW x 127mmD
Electricians to be drilling the holes for microphones on site
635
765
1250
1000
700
733
33
Front
900
650
Custom Chamber media table
14 x Executive Box -Single Lid with Brush Strip c/w 2 x Switched GPO, 1 x Inline USB A/CPD Fast- Charge Module (30W shared), Provision for 2 Data
INTRASPACE SHOP DRAWING
Resubmit
Approved with Comments
Approved
Sign & Date
19/11/25
AUSTRALIAN MADE
GENERAL NOTES
THE CLIENT SHALL CHECK ALL DIMENSIONS AND CONFIRM DRAWN DETAILS AND ALL NOTES PRIOR TO CONSTRUCTION.
NOTIFY ANY ERRORS, DISCREPANCIES OR OMISSIONS TO PROJECT MANAGER.
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IntraSpace
REV DATE DETAILS OF CHANGE
A 14/10/2025
B 17/10/2025
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PROPOSAL DATE
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UNLESS OTHERWISE STATED ALL DIMENSIONS IN MILLIMETERS
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It is programmed for the works to commence in early January and be completed for the first council meeting scheduled for 24th February 2026. It is anticipated that the Council Chambers will not be available during the works and the RSL Room at the Kay Hull Centre has been booked as an alternative meeting place.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Civic Leadership** 4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.4 Council will seek to continuously improve 4.2 Our community is supported by a strong and resilient Council that is responsive to its needs 4.2.2 Inform and empower community input into decision making
FINANCIAL IMPLICATION	Nil
LEGISLATIVE IMPLICATION	Local Government Act 1993
POLICY IMPLICATION	Code of Conduct Code of Meeting Practice
ASSET IMPLICATION	Nil
RISK IMPLICATION	Compliance

RECOMMENDATION

That Council adopts the 2025 Code of Meeting Practice, dated December 2025, as presented.

MODEL CODE OF MEETING PRACTICE FOR LOCAL COUNCILS IN NSW

December 2025

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1 INTRODUCTION

This Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is prescribed under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation).

The Model Meeting Code applies to all meetings of councils and committees of councils of which all the members are councillors (committees of council). Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the council determines otherwise.

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code.

A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of this Model Meeting Code.

The provisions of the Model Meeting Code that are not mandatory are indicated in red font.

A council and a committee of the council of which all the members are councillors must conduct its meetings in accordance with the code of meeting practice adopted by the council.

The Model Meeting Code also applies to meetings of the boards of joint organisations and county councils. The provisions that are specific to meetings of boards of joint organisations are indicated in blue font.

In adopting the Model Meeting Code, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".

In adopting the Model Meeting Code, county councils should adapt it to substitute the term "chairperson" for "mayor" and "member" for "councillor".

2 MEETING PRINCIPLES

2.1 Council and committee meetings should be:

Transparent: Decisions are made in a way that is open and accountable.

Informed: Decisions are made based on relevant, quality information.

Inclusive: Decisions respect the diverse needs and interests of the local community.

Principled: Decisions are informed by the principles prescribed under Chapter 3 of the Act.

Trusted: The community has confidence that councillors and staff act

ethically and make decisions in the interests of the whole community.

Effective: Meetings are well organised, effectively run and skilfully chaired.

Orderly: Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

Note: The Office of Local Government has issued a guideline on free speech in local government in NSW. The Guideline provides practical guidance to councils on what free speech means in the context of NSW local government, including in relation to council meetings. The Guidelines have been issued under section 23A of the Act meaning councils must consider them when exercising their functions at meetings.

3 BEFORE THE MEETING

Timing of ordinary council meetings

3.1
Ordinary meetings of the council will be held on the following occasions: Fourth Tuesday of each month at 1pm at the Hay Shire Council Chambers..

Note: Under section 365 of the Act, councils are required to meet at least ten (10) times each year, each time in a different month unless the Minister for Local Government has approved a reduction in the number of times that a council is required to meet each year under section 365A.

Note: Under section 396 of the Act, county councils are required to meet at least four (4) times each year.

Note: Under section 400T of the Act, boards of joint organisations are required to meet at least four (4) times each year, each time in a different quarter of the year.

Note: Under clause 13 of Schedule 11 of the Act, councils that have been designated as a rural and remote council under the Regulation are required to meet at least four (4) times each year, each time in a different quarter of the year.

Extraordinary meetings

3.2 If the mayor receives a request in writing, signed by at least two (2) councillors, the mayor must call an extraordinary meeting of the council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The mayor can be one of the two councillors requesting the meeting.

Note: Clause 3.2 reflects section 366 of the Act.

3.3 The mayor may call an extraordinary meeting without the need to obtain the signature of two (2) councillors.

Notice to the public of council meetings

3.4 The council must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings, and of each meeting of committees of the council.

Note: Clause 3.4 reflects section 9(1) of the Act.

3.5 For the purposes of clause 3.4, notice of a meeting of the council and of a committee of council must be published before the meeting takes place. The notice must be published on the council's website, and in such other manner that the council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.

3.6 For the purposes of clause 3.4, notice of more than one (1) meeting may be given in the same notice.

Notice to councillors of ordinary council meetings

3.7 The general manager must send to each councillor, at least three (3) days before each meeting of the council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

Note: Clause 3.7 reflects section 367(1) of the Act.

3.8 The notice and the agenda for, and the business papers relating to, the meeting may be given to councillors in electronic form, unless the council determines otherwise, but only if all councillors have facilities to access the notice, agenda and business papers in that form.

Note: Clause 3.8 reflects section 367(3) of the Act.

Notice to councillors of extraordinary meetings

3.9 Notice of less than three (3) days may be given to councillors of an extraordinary meeting of the council in cases of emergency.

Note: Clause 3.9 reflects section 367(2) of the Act.

Giving notice of business to be considered at council meetings

3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted second Tuesday of the month before the meeting is to be held.

3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.

Questions with notice

3.12 A councillor may, by way of a notice submitted under clause 3.10, ask a question for response by the general manager about the performance or operations of the council.

3.13 A councillor is not permitted to ask a question with notice under clause 3.12 that would constitute an act of disorder.

3.14 The general manager or their nominee may respond to a question with notice submitted under clause 3.12 by way of a report included in the business papers for the relevant meeting of the council.

Agenda and business papers for ordinary meetings

3.15 The general manager must cause the agenda for a meeting of the council or a committee of the council to be prepared as soon as practicable before the meeting.

3.16 The general manager must ensure that the agenda for an ordinary meeting of the council states:

(a) all matters to be dealt with arising out of the proceedings of previous meetings of the council, and
(b) if the mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
(c) all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
(d) any business of which due notice has been given under clause 3.10.

3.17 Nothing in clause 3.16 limits the powers of the mayor to put a mayoral minute to a meeting without notice under clause 9.7.

3.18 The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is, or the implementation of the business would be, unlawful. The general manager must report, without giving details of the item of business, any such exclusion to the next meeting of the council.

3.19 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the general manager, is likely to take place when the meeting is closed to the public, the general manager must ensure that the agenda of the meeting:

(a) identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
(b) states the grounds under section 10A(2) of the Act relevant to the item of business.

Note: Clause 3.19 reflects section 9(2A)(a) of the Act.

3.20 The general manager must ensure that the details of any item of business which, in the opinion of the general manager, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to councillors for the meeting concerned. Such details must not be included in the business papers made available to the public and must not be disclosed by a councillor or by any other person to another person who is not authorised to have that information.

Availability of the agenda and business papers to the public

3.21 Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the council and committees of council, are to be published on the council's website, and must be made available to the public for inspection, or for taking away by any person free of charge at the offices of the council, at the relevant meeting and at such other venues determined by the council.

Note: Clause 3.21 reflects section 9(2) and (4) of the Act.

3.22 Clause 3.21 does not apply to the business papers for items of business identified under clause 3.19 as being likely to be considered when the meeting is closed to the public.

Note: Clause 3.22 reflects section 9(2A)(b) of the Act.

3.23 For the purposes of clause 3.21, copies of agendas and business papers must be published on the council's website and made available to the public at a time that is as close as possible to the time they are available to councillors.

Note: Clause 3.23 reflects section 9(3) of the Act.

3.24 A copy of an agenda, or of an associated business paper made available under clause 3.21, may in addition be given or made available in electronic form unless the council determines otherwise.

Note: Clause 3.24 reflects section 9(5) of the Act.

Agenda and business papers for extraordinary meetings

3.25 The council must ensure that the agenda for an extraordinary meeting of the council deals only with the matters stated in the notice of the meeting.

3.26 Nothing in clause 3.25 limits the powers of the mayor to put a mayoral minute to an extraordinary meeting without notice under clause 9.7.

3.27 Despite clause 3.25, business may be considered at an extraordinary meeting of the council at which all councillors are present, even though due notice has not been given of the business, if the council resolves to deal with the business on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council. A resolution adopted under this clause must state the reasons for the urgency.

3.28 A motion moved under clause 3.27 can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with. Despite any other provision of this code, only the mover of a motion moved under clause 3.27, and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

3.29 If all councillors are not present at the extraordinary meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 3.27 and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.

3.30 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.29 on whether a matter is urgent.

Prohibition of pre-meeting briefing sessions

3.31 Briefing sessions must not be held to brief councillors on business listed on the agenda for meetings of the council or committees of the council.

Note: The prohibition on the holding of briefing sessions under clause 3.31 reflects the intent of Chapter 4, Part 1 of the Act which requires business of the council to be conducted openly and transparently at a formal meeting of which due notice has been given and to which the public has access. Pre-meeting briefing sessions are inconsistent with the principles of transparency, accountability and public participation and have the potential to undermine confidence in the proper and lawful decision-making processes of the council.

3.32 Nothing in clause 3.31 prevents a councillor from requesting information from the general manager about a matter to be considered at a meeting, provided the information is also available to the public. Information requested under this clause must be provided in a way that does not involve any discussion of the information.

4 PUBLIC FORUMS

4.1 The council may hold a public forum prior to meetings of the council and committees of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to meetings of other committees of the council.

4.2 The council may determine the rules under which public forums are to be conducted and when they are to be held.

4.3 The provisions of this code requiring the livestreaming of meetings also apply to public forums.

5 COMING TOGETHER

Attendance by councillors at meetings

5.1 All councillors must make reasonable efforts to attend meetings of the council and of committees of the council of which they are members.

Note: A councillor may not attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected or a meeting at which the councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.

5.2 The council has determined the standard of dress for councillors when attending meetings is business attire including council jackets and ties

5.3 A councillor cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.

5.4

5.5 Where a councillor is unable to attend one or more meetings of the council or committees of the council, the councillor should submit an apology for the meetings they are unable to attend, state the reasons for their absence from the meetings and request that the council grant them a leave of absence from the relevant meetings.

5.6 The council must not act unreasonably when considering whether to grant a councillor's request for a leave of absence.

5.7 Where a councillor makes an apology under clause 5.5, the council must determine by resolution whether to grant the councillor a leave of absence for the meeting for the purposes of section 234(1)(d) of the Act. If the council resolves not to grant a leave of absence for the meeting, it must state the reasons for its decision in its resolution.

5.8 A councillor's civic office will become vacant if the councillor is absent from three (3) consecutive ordinary meetings of the council without prior leave of the council, or leave granted by the council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.

Note: Clause 5.8 reflects section 234(1)(d) of the Act.

The quorum for a meeting

5.9 The quorum for a meeting of the council is a majority of the councillors of the council who hold office at that time and are not suspended from office.

Note: Clause 5.9 reflects section 368(1) of the Act.

5.10 Clause 5.9 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the council.

Note: Clause 5.10 reflects section 368(2) of the Act.

5.11 A meeting of the council must be adjourned if a quorum is not present:

(a) at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
(b) within half an hour after the time designated for the holding of the meeting, or
(c) at any time during the meeting.

5.12 In either case, the meeting must be adjourned to a time, date, and place fixed:

(a) by the chairperson, or
(b) in the chairperson's absence, by the majority of the councillors present, or
(c) failing that, by the general manager.

5.13 The general manager must record in the council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the council, together with the names of the councillors present.

5.14 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health, safety or welfare of councillors, council staff and members of the public may be put at risk by attending the meeting because of a natural disaster or a public health emergency, the mayor may, in consultation with the general manager and, as far as is practicable, with each councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the council's website and in such other manner that the council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.

5.15 Where a meeting is cancelled under clause 5.14, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the council or at an extraordinary meeting called by the mayor under clause 3.3.

<u>Meetings held by audio-visual link</u>

5.16 A meeting of the council or a committee of the council may be held by audio-visual link where the mayor determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of councillors and staff at risk. The mayor must make a determination under this clause in consultation with the general manager and, as far as is practicable, with each councillor.

5.17 Where the mayor determines under clause 5.16 that a meeting is to be held by audio-visual link, the general manager must:

(a) give written notice to all councillors that the meeting is to be held by audio-visual link, and
(b) take all reasonable steps to ensure that all councillors can participate in the meeting by audio-visual link, and
(c) cause a notice to be published on the council's website and in such other manner the general manager is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.

5.18 This code applies to a meeting held by audio-visual link under clause 5.16 in the same way it would if the meeting was held in person.

Note: Where a council holds a meeting by audio-visual link under clause 5.16, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.

Attendance by councillors at meetings by audio-visual link

5.19 Councillors may attend and participate in meetings of the council and committees of the council by audio-visual link with the approval of the council or the relevant committee where they are prevented from attending the meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities.

5.20 Clause 5.19 does not apply to meetings at which a mayoral election is to be held.

5.21 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the general manager prior to the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.

5.22 Councillors may request approval to attend more than one meeting by audio-visual link. Where a councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.21.

5.23 The council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting by audio-visual link.

5.24 A councillor who has requested approval to attend a meeting of the council or a committee of the council by audio-visual link may participate in the meeting by audio-visual link until the council or committee determines whether to approve their request and is to be taken as present at the meeting. The councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.

5.25 A decision whether to approve a request by a councillor to attend a meeting of the council or a committee of the council by audio-visual link must be made by a resolution of the council or the committee concerned. The resolution must state the meetings the resolution applies to.

5.26 If the council or committee refuses a councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.

5.27 A decision whether to approve a councillor's request to attend a meeting by audio-visual link is at the council's or the relevant committee's discretion. The council and committees of the council must act reasonably when considering requests by councillors to attend meetings by audio-visual link.

5.28 The council and committees of the council may refuse a councillor's request to attend a meeting by audio-visual link where the council or committee is satisfied that the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the council or a committee of the council by audio-visual link.

5.29 This code applies to a councillor attending a meeting by audio-visual link in the same way it would if the councillor was attending the meeting in person. Where a councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.

5.30 A councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.

5.31 A councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

<u>Entitlement of the public to attend council meetings</u>

5.32 Everyone is entitled to attend a meeting of the council and committees of the council. The council must ensure that all meetings of the council and committees of the council are open to the public.

Note: Clause 5.32 reflects section 10(1) of the Act.

5.33 Clause 5.32 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.

5.34 A person (whether a councillor or another person) is not entitled to be present at a meeting of the council or a committee of the council if expelled from the meeting:

(a) by a resolution of the meeting, or
(b) by the person presiding at the meeting if the council has, by resolution, authorised the person presiding to exercise the power of expulsion.

Note: Clause 5.34 reflects section 10(2) of the Act.

5.35 On the adoption of this code and at the commencement of each council term, the council must determine whether to authorise the person presiding at a meeting to exercise a power of expulsion.

Note: If adopted, clauses 15.15 and 15.16 confer a standing authorisation on all chairpersons of meetings of the council and committees of the council to expel persons from meetings. If adopted, clause 15.15 authorises chairpersons to expel any person, including a councillor, from a council or committee meeting. Alternatively, if adopted, clause 15.16 authorises chairpersons to expel persons other than councillors from a council or committee meeting.

Livestreaming of meetings

5.36 Each meeting of the council or a committee of the council is to be recorded by means of an audio-visual device.

5.37 At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:

(a) the meeting is being recorded and made publicly available on the council's website, and
(b) persons attending the meeting should refrain from making any defamatory statements.

5.38 The recording of a meeting is to be made publicly available on the council's website at the same time as the meeting is taking place.

5.39 The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting or for the balance of the council's term, whichever is the longer period.

5.40 Clauses 5.36 - 5.39 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.

Note: Clauses 5.36 – 5.40 reflect section 236 of the Regulation.

5.41 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.

Attendance of the general manager and other staff at meetings

5.42 The general manager is entitled to attend, but not to vote at, a meeting of the council or a meeting of a committee of the council of which all of the members are councillors.

Note: Clause 5.42 reflects section 376(1) of the Act.

5.43 The general manager is entitled to attend a meeting of any other committee of the council and may, if a member of the committee, exercise a vote.

Note: Clause 5.43 reflects section 376(2) of the Act.

5.44 The general manager may be excluded from a meeting of the council or a committee while the council or committee deals with a matter relating to the standard of performance of the general manager or the terms of employment of the general manager.

Note: Clause 5.44 reflects section 376(3) of the Act.

5.45 The attendance of other council staff at a meeting, (other than as members of the public) shall be determined by the general manager in consultation with the mayor.

6 THE CHAIRPERSON

The chairperson at meetings

6.1 The mayor, or at the request of or in the absence of the mayor, the deputy mayor (if any) presides at meetings of the council.

Note: Clause 6.1 reflects section 369(1) of the Act.

6.2 If the mayor and the deputy mayor (if any) are absent, a councillor elected to chair the meeting by the councillors present presides at a meeting of the council.

Note: Clause 6.2 reflects section 369(2) of the Act.

Election of the chairperson in the absence of the mayor and deputy mayor

6.3 If no chairperson is present at a meeting of the council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.

6.4 The election of a chairperson must be conducted:

(a) by the general manager or, in their absence, an employee of the council designated by the general manager to conduct the election, or
(b) by the person who called the meeting or a person acting on their behalf if neither the general manager nor a designated employee is present at the meeting, or if there is no general manager or designated employee.

6.5 If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.

6.6 For the purposes of clause 6.5, the person conducting the election must:

(a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
(b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.

6.7 The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.

6.8 Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

Chairperson to have precedence

6.9 When the chairperson rises or speaks during a meeting of the council:

(a) any councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and
(b) every councillor present must be silent to enable the chairperson to be heard without interruption.

7 MODES OF ADDRESS

7.1 Where physically able to, councillors and staff should stand when the mayor enters the chamber and when addressing the meeting.

7.2 If the chairperson is the mayor, they are to be addressed as ‘Mr Mayor’, ‘Madam Mayor’ or ‘Mayor’.

7.3 If the chairperson is the deputy mayor, they are to be addressed as ‘Mr Deputy Mayor’, or ‘Madam Deputy Mayor’ or ‘Deputy Mayor’.

7.4 Where the chairperson is not the mayor or deputy mayor, they are to be addressed as either ‘Mr Chairperson’ or ‘Madam Chairperson’ or ‘Chair’.

7.5 A councillor is to be addressed as ‘Councillor [surname]’.

7.6 A council officer is to be addressed by their official designation or as Mr/Ms/Mx [surname].

8 ORDER OF BUSINESS FOR ORDINARY COUNCIL MEETINGS

8.1

The general order of business for an ordinary meeting of the council shall be:
01 Opening meeting
02 Council prayer & acknowledgement of country
03 Apologies and applications for a leave of absence by councillors
04 Address by special guests
05 Confirmation of minutes
05 Disclosures of interests

06 Mayoral minute(s)
07 Delegate Reports (other than Council committees)
08 Address from members of the public on items on the agenda
09 Reports to council
10 Notices of motions/Questions with notice
11 Reports of committees & committee delegates
12 Confidential matters
13 Conclusion of the meeting

8.2 The order of business as fixed under clause 8.1 may be altered for a particular meeting of the council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.

Note: If adopted, Part 13 allows council to deal with items of business by exception.

8.3 Despite any other provision of this code, only the mover of a motion referred to in clause 8.2 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

9 CONSIDERATION OF BUSINESS AT COUNCIL MEETINGS

Business that can be dealt with at a council meeting

9.1 The council must not consider business at a meeting of the council:

(a) unless a councillor has given notice of the business, as required by clause 3.10, and
(b) unless notice of the business has been sent to the councillors in accordance with clause 3.7 in the case of an ordinary meeting or clause 3.9 in the case of an extraordinary meeting called in an emergency.

9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:

(a) is already before, or directly relates to, a matter that is already before the council, or
(b) is the election of a chairperson to preside at the meeting, or
(c) is a matter or topic put to the meeting by way of a mayoral minute, or
(d) is a motion for the adoption of recommendations of a committee of the council.

9.3 Despite clause 9.1, business may be considered at a meeting of the council at which all councillors are present even though due notice has not been given of the business to councillors, if the council resolves to deal with the business on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting. A resolution adopted under this clause must state the reasons for the urgency.

9.4 A motion moved under clause 9.3 can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause

9.3 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

9.5 If all councillors are not present at a meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 9.3, and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.

9.6 A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.5.

Mayoral minutes

9.7 The mayor may, by minute signed by the mayor, put to the meeting without notice any matter or topic that the mayor determines should be considered at the meeting.

9.8 A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The mayor may move the adoption of a mayoral minute without the motion being seconded.

9.9 A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.

Staff reports

9.10 A recommendation made in a staff report is, so far as it is adopted by the council, a resolution of the council.

Reports of committees of council

9.11 The recommendations of a committee of the council are, so far as they are adopted by the council, resolutions of the council.

9.12 If in a report of a committee of the council distinct recommendations are made, the council may make separate decisions on each recommendation.

Questions

9.13 A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.10 and 3.12, unless the council determines otherwise in accordance with this code.

9.14 A councillor may, through the chairperson, ask another councillor about a matter on the agenda.

9.15 A councillor may, through the mayor, ask the general manager about a matter on the agenda. The general manager may request another council employee to answer the question.

9.16 A councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to information. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.

9.17 Councillors must ask questions directly, succinctly, and without argument.

9.18 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.

10 RULES OF DEBATE

Motions to be seconded

10.1 Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.

Notices of motion

10.2 A councillor who has submitted a notice of motion under clause 3.10 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.

10.3 If a councillor who has submitted a notice of motion under clause 3.10 wishes to withdraw it, they may request its withdrawal at any time. If the notice of motion is withdrawn after the agenda and business paper for the meeting at which it is to be considered have been sent to councillors, the chairperson is to note the withdrawal of the notice of motion at the meeting unless the council determines to consider the notice of motion at the meeting.

10.4 In the absence of a councillor who has placed a notice of motion on the agenda for a meeting of the council:

(a) any other councillor may, with the leave of the chairperson, move the motion at the meeting, or
(b) the chairperson may defer consideration of the motion until the next meeting of the council.

Chairperson's duties with respect to motions

10.5 It is the duty of the chairperson at a meeting of the council to receive and put to the meeting any lawful motion that is brought before the meeting.

10.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.

10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.

Amendments to motions

10.8 An amendment to a motion must be moved and seconded before it can be debated.

10.9 An amendment to a motion must relate to the matter being dealt with in the original motion before the council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.

10.10 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.

10.11 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before council at any one time.

10.12 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.

10.13 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.

10.14 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.

Limitations on the number and duration of speeches

10.15 A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.

10.16 A councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.

10.17 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.

10.18 Despite clause 10.17, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding.

10.19 Despite clauses 10.15 and 10.16, a councillor may move that a motion or an amendment be now put:

(a) if the mover of the motion or amendment has spoken in favour of it and no councillor expresses an intention to speak against it, or
(b) if at least two (2) councillors have spoken in favour of the motion or amendment and at least two (2) councillors have spoken against it.

10.20 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.19. A seconder is not required for such a motion.

10.21 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.15.

10.22 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.

10.23 All councillors must be heard without interruption and all other councillors must, unless otherwise permitted under this code, remain silent while another councillor is speaking.

10.24 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.

10.25 Clause 10.24 does not prevent a further motion from being moved on the same item of business where the original motion is lost provided the motion is not substantially the same as the one that is lost.

11 VOTING

Voting entitlements of councillors

11.1 Each councillor is entitled to one (1) vote.

Note: Clause 11.1 reflects section 370(1) of the Act.

11.2 The person presiding at a meeting of the council has, in the event of an equality of votes, a second or casting vote.

Note: Clause 11.2 reflects section 370(2) of the Act.

11.3 Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

11.4

Voting at council meetings

11.5 A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.

11.6 If a councillor who has voted against a motion put at a council meeting so requests, the general manager must ensure that the councillor's dissenting vote is recorded in the council's minutes.

11.7 The decision of the chairperson as to the result of a vote is final unless the decision is immediately challenged and not fewer than two (2) councillors rise and call for a division.

11.8 When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The general manager must ensure that the names of those who vote for the motion and those who vote against it are recorded in the council's minutes for the meeting.

11.9 When a division on a motion is called, any councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.5 of this code.

11.10 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot.

11.11

Voting on planning decisions

11.12 The council or a council committee must not make a final planning decision without receiving a staff report containing an assessment and recommendation in relation to the matter put before the council for a decision.

11.13 Where the council or a council committee makes a planning decision that is inconsistent with the recommendation made in a staff report, it must provide reasons for its decision and why it did not adopt the staff recommendation.

11.14 The general manager must keep a register containing, for each planning decision made at a meeting of the council or a council committee (including, but not limited to a committee of the council), the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.

11.15 For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the council or a council committee.

11.16 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.

11.17 Clauses 11.14–11.16 apply also to meetings that are closed to the public.

Note: Clauses 11.14–11.17 reflect section 375A of the Act.

Note: The requirements of clause 11.14 may be satisfied by maintaining a register of the minutes of each planning decision.

12 COMMITTEE OF THE WHOLE

12.1 The council may resolve itself into a committee to consider any matter before the council.

Note: Clause 12.1 reflects section 373 of the Act.

12.2 All the provisions of this code relating to meetings of the council, so far as they are applicable, extend to and govern the proceedings of the council when in committee of the whole, except the provisions limiting the number and duration of speeches and encouraging councillors and staff to stand when addressing the meeting.

Note: Clauses 10.15 – 10.25 limit the number and duration of speeches.

Note: Clause 7.1 encourages councillors and staff to stand when addressing the meeting where they can.

12.3 The general manager or, in the absence of the general manager, an employee of the council designated by the general manager, is responsible for reporting to the council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full, but any recommendations of the committee must be reported.

12.4 The council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the council's minutes. However, the council is not taken to have adopted the report until a motion for adoption has been made and passed.

13 DEALING WITH ITEMS BY EXCEPTION

13.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution where it considers it necessary to expedite the consideration of business at a meeting.

13.2 Before the council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.

13.3 The council or committee must not resolve to adopt any item of business under clause 13.1 that a councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.

13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with clause 8.2.

13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.

13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.

13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1.

14 CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC

Grounds on which meetings can be closed to the public

14.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:

(a) personnel matters concerning particular individuals (other than councillors),
(b) the personal hardship of any resident or ratepayer,
(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
(d) commercial information of a confidential nature that would, if disclosed:
  (i) prejudice the commercial position of the person who supplied it, or
  (ii) confer a commercial advantage on a competitor of the council, or
  (iii) reveal a trade secret,
(e) information that would, if disclosed, prejudice the maintenance of law,
(f) matters affecting the security of the council, councillors, council staff or council property,
(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
(h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
(i) alleged contraventions of the council's code of conduct.

Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.

14.2 The council or a committee of the council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Note: Clause 14.2 reflects section 10A(3) of the Act.

Matters to be considered when closing meetings to the public

14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:

(a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
(b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

Note: Clause 14.3 reflects section 10B(1) of the Act.

14.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:

(a) are substantial issues relating to a matter in which the council or committee is involved, and
(b) are clearly identified in the advice,
(c) are fully discussed in that advice, and
(d) are subject to legal professional privilege.

Note: Clause 14.4 reflects section 10B(2) of the Act.

14.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

Note: Clause 14.5 reflects section 10B(3) of the Act.

14.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:

(a) a person may misinterpret or misunderstand the discussion, or
(b) the discussion of the matter may:
    (i) cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or
    (ii) cause a loss of confidence in the council or committee.

Note: Clause 14.6 reflects section 10B(4) of the Act.

14.7 In deciding whether part of a meeting is to be closed to the public, the council or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.

Note: Clause 14.7 reflects section 10B(5) of the Act.

Notice of likelihood of closure not required in urgent cases

14.8 Part of a meeting of the council, or of a committee of the council, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed, but only if:

(a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and
(b) the council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:
    (i) should not be deferred (because of the urgency of the matter), and
    (ii) should take place in a part of the meeting that is closed to the public.

Note: Clause 14.8 reflects section 10C of the Act.

Representations by members of the public

14.9 The council, or a committee of the council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

Note: Clause 14.9 reflects section 10A(4) of the Act.

14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.

14.11 Despite clauses 14.9 and 14.10, the council may resolve to close the meeting to the public in accordance with this Part to hear a representation from a member of the public as to whether the meeting should be closed to consider an item of business where the representation involves the disclosure of information relating to a matter referred to in clause 14.1.

14.12 Where the matter has been identified in the agenda of the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the council in a manner determined by the council.

Expulsion of non-councillors from meetings closed to the public

14.13 If a meeting or part of a meeting of the council or a committee of the council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.

14.14 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the first-mentioned person from that place and, if necessary restrain

that person from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

Obligations of councillors attending meetings by audio-visual link

14.15 Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

Information to be disclosed in resolutions closing meetings to the public

14.16 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:

(a) the relevant provision of section 10A(2) of the Act,
(b) the matter that is to be discussed during the closed part of the meeting,
(c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Note: Clause 14.16 reflects section 10D of the Act.

Resolutions passed at closed meetings to be made public

14.17 If the council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.

14.18 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.17 during a part of the meeting that is livestreamed where practicable.

14.19 The general manager must cause business papers for items of business considered during a meeting, or part of a meeting, that is closed to public, to be published on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.

14.20 The general manager must consult with the council and any other affected persons before publishing information on the council's website under clause 14.19 and provide reasons for why the information has ceased to be confidential.

15 KEEPING ORDER AT MEETINGS

Points of order

15.1 A councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.

15.2 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

Questions of order

15.3 The chairperson, without the intervention of any other councillor, may call any councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.

15.4 A councillor who claims that another councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.

15.5 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the council.

15.6 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

Motions of dissent

15.7 A councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.

15.8 If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.

15.9 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

Acts of disorder

15.10 A councillor commits an act of disorder if the councillor, at a meeting of the council or a committee of the council:

(a) contravenes the Act, the Regulation or this code, or

(b) assaults or threatens to assault another councillor or person present at the meeting, or
(c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the council or the committee, or addresses or attempts to address the council or the committee on such a motion, amendment or matter, or
(d) uses offensive or disorderly words, or
(e) makes gestures or otherwise behaves in a way that is sexist, racist, homophobic or otherwise discriminatory, or, if the behaviour occurred in the Legislative Assembly, would be considered disorderly, or
(f) imputes improper motives to or unfavourably personally reflects upon any other council official, or a person present at the meeting, except by a motion, or
(g) says or does anything that would promote disorder at the meeting or is otherwise inconsistent with maintaining order at the meeting.

Note: Clause 15.10 reflects section 182 of the Regulation.

Note: The Legislative Assembly's Speaker's Guidelines state that "Members are not to use language, make gestures, or behave in any way in the Chamber that is sexist, racist, homophobic or otherwise exclusionary or discriminatory. Such conduct may be considered offensive and disorderly, in accordance with Standing Order 74".

15.11 The chairperson may require a councillor:

(a) to apologise without reservation for an act of disorder referred to in clauses 15.10(a), (b), (d), (e), or (g), or
(b) to withdraw a motion or an amendment referred to in clause 15.10(c) and, where appropriate, to apologise without reservation, or
(c) to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.10(d), (e), (f) or (g).

Note: Clause 15.11 reflects section 233 of the Regulation.

15.12 A failure to comply with a requirement under clause 15.11 constitutes a fresh act of disorder for the purposes of clause 15.10.

15.13 Where a councillor fails to take action in response to a requirement by the chairperson to remedy an act of disorder under clause 15.11 at the meeting at which the act of disorder occurred, the chairperson may require the councillor to take that action at each subsequent meeting until such time as the councillor complies with the requirement. If the councillor fails to remedy the act of disorder at a subsequent meeting, they may be expelled from the meeting under clause 15.18.

<u>How disorder at a meeting may be dealt with</u>

15.14 If disorder occurs at a meeting of the council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not.

This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of councillors.

Expulsion from meetings

15.15 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person, including any councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act.

15.16

15.17 Clause 15.15], does not limit the ability of the council or a committee of the council to resolve to expel a person, including a councillor, from a council or committee meeting, under section 10(2)(a) of the Act.

15.18 A councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for having failed to comply with a requirement under clause 15.11 or clause 15.13. The expulsion of a councillor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

Note: Clause 15.18 reflects section 233(2) of the Regulation.

15.19 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for engaging in or having engaged in disorderly conduct at the meeting.

15.20 Members of the public attending a meeting of the council:

(a) must remain silent during the meeting unless invited by the chairperson to speak,
(b) must not bring flags, signs or protest symbols to the meeting, and
(c) must not disrupt the meeting.

15.21 Without limiting clause 15.19, a contravention of clause 15.20 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Members of the public may, as provided by section 10(2) of the Act, be expelled from a meeting for a breach of clause 15.20.

15.22 Where a councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.

15.23 If a councillor or a member of the public fails to leave the place where a meeting of the council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the councillor or member of the public from that place and, if necessary, restrain the councillor or member of the public from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty

units.

How disorder by councillors attending meetings by audio-visual link may be dealt with

15.24 Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the councillor's audio link to the meeting for the purposes of enforcing compliance with this code.

15.25 If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the councillor's audio-visual link to the meeting.

Use of mobile phones and the unauthorised recording of meetings

15.26 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.

15.27 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.

15.28 Without limiting clause 15.19, a contravention of clause 15.27 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Any person who contravenes or attempts to contravene clause 15.27, may, as provided for under section 10(2) of the Act, be expelled from the meeting.

15.29 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

16 CONFLICTS OF INTEREST

16.1 All councillors and, where applicable, all other persons, must declare and manage conflicts of interest they have in matters being considered at meetings of the council and committees of the council in accordance with the council's code of conduct. All declarations of conflicts of interest must be recorded in the minutes of the meeting at which the declaration was made.

16.2 Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has

declared a conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting must be suspended or terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

17 DECISIONS OF THE COUNCIL

Council decisions

17.1 A decision supported by a majority of the votes at a meeting of the council at which a quorum is present is a decision of the council.

Note: Clause 17.1 reflects section 371 of the Act in the case of councils and section 400T(8) in the case of joint organisations.

17.2 Decisions made by the council must be accurately recorded in the minutes of the meeting at which the decision is made.

Rescinding or altering council decisions

17.3 A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given in accordance with this code.

Note: Clause 17.3 reflects section 372(1) of the Act.

17.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

Note: Clause 17.4 reflects section 372(2) of the Act.

17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with this code.

Note: Clause 17.5 reflects section 372(3) of the Act.

17.6 A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

Note: Clause 17.6 reflects section 372(4) of the Act.

17.7 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but

in principle the same.

Note: Clause 17.7 reflects section 372(5) of the Act.

17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

Note: Clause 17.8 reflects section 372(7) of the Act.

17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.11 with the consent of all signatories to the notice of motion.

17.10 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the general manager no later than 24 hours after the meeting at which the resolution was adopted.

17.11 A motion to alter or rescind a resolution of the council may be moved on the report of a committee of the council and any such report must be recorded in the minutes of the meeting of the council.

Note: Clause 17.11 reflects section 372(6) of the Act.

17.12

18 TIME LIMITS ON COUNCIL MEETINGS

18.1

19 AFTER THE MEETING

Minutes of meetings

19.1 The council is to keep full and accurate minutes of the proceedings of meetings of the council.

Note: Clause 19.1 reflects section 375(1) of the Act.

19.2 At a minimum, the general manager must ensure that the following matters are recorded in the council's minutes:

(a) the names of councillors attending a council meeting and whether they attended the meeting in person or by audio-visual link,
(b) details of each motion moved at a council meeting and of any amendments moved to it,
(c) the names of the mover and seconder of the motion or amendment,
(d) whether the motion or amendment was passed or lost, and
(e) such other matters specifically required under this code.

19.3 The minutes of a council meeting must be confirmed at a subsequent meeting of the council.

Note: Clause 19.3 reflects section 375(2) of the Act.

19.4 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

19.5 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

Note: Clause 19.5 reflects section 375(2) of the Act.

19.6 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

19.7 The confirmed minutes of a council meeting must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.

Access to correspondence and reports laid on the table at, or submitted to, a meeting

19.8 The council and committees of the council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

Note: Clause 19.8 reflects section 11(1) of the Act.

19.9 Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

Note: Clause 19.9 reflects section 11(2) of the Act.

19.10 Clause 19.8 does not apply if the council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

Note: Clause 19.10 reflects section 11(3) of the Act.

19.11 Correspondence or reports to which clauses 19.9 and 19.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

Implementation of decisions of the council

19.12 The general manager is to implement, without undue delay, lawful decisions of the council.

Note: Clause 19.12 reflects section 335(b) of the Act.

20 COUNCIL COMMITTEES

Application of this Part

20.1 This Part only applies to committees of the council whose members are all councillors.

Council committees whose members are all councillors

20.2 The council may, by resolution, establish such committees as it considers necessary.

20.3 A committee of the council is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the council.

20.4 The quorum for a meeting of a committee of the council is to be:

(a) such number of members as the council decides, or
(b) if the council has not decided a number – a majority of the members of the committee.

Functions of committees

20.5 The council must specify the functions of each of its committees when the committee is established but may from time to time amend those functions.

Notice of committee meetings

20.6 The general manager must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:

(a) the time, date and place of the meeting, and
(b) the business proposed to be considered at the meeting.

20.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

Non-members entitled to attend committee meetings

20.8 A councillor who is not a member of a committee of the council is entitled to attend, and to speak at a meeting of the committee. However, the councillor is not entitled:

(a) to give notice of business for inclusion in the agenda for the meeting, or
(b) to move or second a motion at the meeting, or
(c) to vote at the meeting.

Chairperson and deputy chairperson of council committees

20.9 The chairperson of each committee of the council must be:

(a) the mayor, or
(b) if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or
(c) if the council does not elect such a member, a member of the committee elected by the committee.

20.10 The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.

20.11 If neither the chairperson nor the deputy chairperson of a committee of the council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.

20.12 The chairperson is to preside at a meeting of a committee of the council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting. If neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

Procedure in committee meetings

20.13 Subject to any specific requirements of this code, each committee of the council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the council.

20.14 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause 20.13.

20.15

20.16 Voting at a council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

Mayoral minutes

20.17 The provisions of this code relating to mayoral minutes also apply to meetings of committees of the council in the same way they apply to meetings of the council.

Closure of committee meetings to the public

20.18 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.

20.19 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended and report the

resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.

20.20 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 20.19 during a part of the meeting that is livestreamed where practicable.

20.21 The general manager must cause business papers for items of business considered during a meeting, or part of a meeting, that is closed to public, to be published on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.

20.22 The general manager must consult with the committee and any other affected persons before publishing information on the council's website under clause 20.21 and provide reasons for why the information has ceased to be confidential.

Disorder in committee meetings

20.23 The provisions of the Act, the Regulation, and this code relating to the maintenance of order in council meetings apply to meetings of committees of the council in the same way they apply to meetings of the council.

Minutes of council committee meetings

20.24 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:

(a) the names of councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,
(b) details of each motion moved at a meeting and of any amendments moved to it,
(c) the names of the mover and seconder of the motion or amendment,
(d) whether the motion or amendment was passed or lost, and
(e) such other matters specifically required under this code.

20.25

20.26 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.

20.27 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

20.28 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

20.29 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

20.30 The confirmed minutes of a meeting of a committee of the council must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of meetings of committees of the council on its website prior to their confirmation.

21 IRREGULARITES

21.1 Proceedings at a meeting of a council or a council committee are not invalidated because of:

(a) a vacancy in a civic office, or
(b) a failure to give notice of the meeting to any councillor or committee member, or
(c) any defect in the election or appointment of a councillor or committee member, or
(d) a failure of a councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a council or committee meeting in accordance with the council's code of conduct, or
(e) a failure to comply with this code.

Note: Clause 21.1 reflects section 374 of the Act.

22 DEFINITIONS

the Act	means the *Local Government Act 1993*
act of disorder	means an act of disorder as defined in clause 15.10 of this code
amendment	in relation to an original motion, means a motion moving an amendment to that motion
audio recorder	any device capable of recording speech
audio-visual link	means a facility that enables audio and visual communication between persons at different places
business day	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
chairperson	in relation to a meeting of the council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.9 of this code
this code	means the council's adopted code of meeting practice
committee of the council	means a committee established by the council in accordance with clause 20.2 of this code (being a committee consisting only of councillors) or the council when it has resolved itself into committee of the whole under clause 12.1
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and any other person exercising functions on behalf of the council
day	means calendar day
division	means a request by two councillors under clause 11.7 of this code requiring the recording of the names of the councillors who voted both for and against a motion
livestream	a video broadcast of a meeting transmitted across the internet concurrently with the meeting
open voting	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means
planning decision	means a decision made in the exercise of a function of a council under the *Environmental Planning and Assessment Act 1979* including any decision relating to a development application, an environmental planning instrument, a development control plan, a planning agreement or a development contribution plan under that Act, but not including the making of an order under Division 9.3 of Part 9 of that Act
performance improvement order	means an order issued under section 438A of the Act

quorum	means the minimum number of councillors or committee members necessary to conduct a meeting
the Regulation	means the *Local Government (General) Regulation 2021*
year	means the period beginning 1 July and ending the following 30 June

David Webb

From: OLG Office of Local Government Mailbox <olg@olg.nsw.gov.au>
Sent: Friday, 28 November 2025 1:00 PM
To: David Webb
Subject: Correspondence from the Office of Local Government - 2025 Model Code of Meeting Practice - Hay Shire Council - (Our Ref: A990033 - AO)

Doc ID: A990033

Contact: Governance Team
Phone: 02 4428 4100

Mr David Webb
General Manager
Hay Shire Council
DWebb@hay.nsw.gov.au

Dear Mr Webb

I write regarding an update on the introduction of the Model Meeting Code for councils.

Earlier this week the Legislative Council debated a motion to disallow the Local Government (General) Amendment (Model Code of Meeting Practice) Regulation 2025 (the Amendment Regulation). This is the amending regulation that prescribed the updated 2025 Model Code of Meeting Practice for Local Councils in NSW (2025 Model Meeting Code).

While the motion was debated in the Legislative Council (25 November 2025), there wasn't a vote on whether the regulation should be disallowed. With the adjournment of Parliament for the year, we need to wait until Parliament resumes in February 2026 to see if there will be a vote.

Because Parliament didn't vote on the disallowance motion, the Amendment Regulation and the 2025 Model Meeting Code still have legal force and the new provisions will come into effect on 1 January 2026.

If the disallowance motion passes in February 2026, it will have the effect of repealing the Amendment Regulation and restoring the previous 2021 Model Meeting Code, as of the day the Amendment Regulation is disallowed.

In response to misunderstandings in the sector, including some raised during the debate, we are working through an updated FAQs on the 2025 Model Meeting Code, which will include supplementary guidance.

In the meantime, councils should continue working towards the adoption of a code of meeting practice based on the current 2025 Model Meeting Code. Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code no later than 31 December 2025.

The 2025 Model Meeting Code and FAQs are available on the Model Code of Meeting Practice for Local Councils in NSW – Office of Local Government NSW webpage of OLG's website.

If you have further questions, please contact the Office of Local Government's Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au."

Regards

Brett Whitworth PSM

Deputy Secretary, Local Government
Department of Planning, Housing and Infrastructure

Office of Local Government | Department of Planning, Housing and Infrastructure
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www.olg.nsw.gov.au

The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land. We acknowledge the traditional custodians of the land and we show our respect for elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

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C5 – Risk Register Update

REPORTING OFFICER	Deputy General Manager
ATTACHMENTS	- Risk Register, dated November 2025

INTRODUCTION

Council's Staff have reviewed the risk register to account for the changes affecting our Council but also to include a number of emerging risks affecting our operations.

COMMENTARY

As part of the annual risk management process, the Enterprise Risk Management Team conducted a detailed review of the Council's Risk Register. The updated Risk Register, which reflects the latest additions and amendments, is attached for review and endorsement. In the review there were a number of changes identified to the existing risk causes and controls to reflect the changing nature of the way we do things, In addition there were four new risks identified as a result of the ever increasing scope of services and risks that Councils are exposed to. These are:-

1. Infrastructure Contributions
2. Artificial Intelligence
3. Climate Change
4. Management of Physiological Employee risks

The risk register is required to be endorsed by Council and then will be considered at the next ARIC meeting.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Civic Leadership** 4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.2 Monitor and evaluate Council's strategic planning documents 4.1.3 Be environmentally responsible in decision making 4.1.4 Council will seek to continuously improve 4.3 Our Council is inclusive and sustainable 4.3.1 Enable an engaged workforce with suitable skills, available in the right place at the right time 4.3.2 Build a strong, collaborative, and supportive team culture 4.3.3 Ensure a financially sound Council that is responsible and sustainable
FINANCIAL IMPLICATION	Major – Council must prudently manage its finances to remain strong in a challenging environment
LEGISLATIVE IMPLICATION	Local Government Act 1993
POLICY IMPLICATION	Risk Management Policy & Strategy Asset Management Policy & Strategy

ASSET IMPLICATION	Major – Council must maintain and undertake renewal of assets with a replacement value of 339 millions dollars
RISK IMPLICATION	Major – Council faces a number of high risk areas that need to be managed as outlined in the register.

RECOMMENDATION

That Council endorses the updated risk Management Register, dated November 2025.

Hay Shire Council

Risk Register

Consequences	Likelihood				
	1 Rare	2 Unlikely	3 Possible	4 Likely	5 Almost certain
5 Catastrophic	Medium	High	High	Extreme	Extreme
4 Major	Medium	Medium	High	Very High	Extreme
3 Moderate	Low	Medium	High	High	Very High
2 Minor	Low	Medium	Medium	High	High
1 Insignificant	Low	Low	Low	Medium	Medium

Table 3: Risk Level Ratings

			Inherent				After treatment				
Category	**Risk**	**Causes**	**Likelihood**	**Consequence**	**Level of Risk**	**Current Control - Mitigation Strategies**	**Likelihood**	**Consequence**	**Level of Risk**	**Monitor & Review**	**Risk Owner**
FRAUD	Fraudulent behaviour being carried out by an employee/outsider to Council	1. Poor procurement processes 2. credit card misssuse 3. employee false claims 4. fraudulent payments 5. staff morale 6. lack of controls and monitoring 7. Low level of fraud awareness 8. Poor planning assessment procedures 9. Process roles not separated. 10. Inventory	Possible	Moderate	High	1.Contract Procedure Rules. 2.Procurement and credit card Policy 3.Internal Reporting Policy 4.Regular review of Delegations of Authority 5.Employee code of conduct training and annual attestation 5.Audit risk and Improvement committee 6.Fraud Framework 7.Tender regulations 8.Internal controls and documentation 9.Reporting to EMT 10.Segregation of duties 11.Conflict of interest register for designated officers 12. Secondary employment declarations 13. Internal Auditor 14. Procurement Manual 15. Storeperson	Unlikely	Minor	Medium	1.Code of conduct & corruption training 2.Internal audit function - implementation of reports and actions 3.Expand training & improve induction 4.Ensuring adequate procurement planning such as identification and assessment of risks. 5. Conflict of interest returns for all employees 6. Audit Risk & Improvement Committee 7. Internal monitoring of Procurement	Deputy General Manager
FINANCE	Council may become financially unsustainable in the future	1. Bank or investment institution may fail resutling in significant financial loss 2. Council fails to receive grant funding through inaccurate information provided to body or not abiding by funding agreement/deed 3. Ineffective budgeting procedures 4. Inadequate insurance protection 5. Inadequate rate revenue to deliver services 6. Inadequate understanding of catastrophic risk exposures 7. Government cost shifting 8. Increase in Governance and compliance costs 9. Climate change infrastructure requirements (levee banks) 10. Information technology requirements 11. Current state and Federal Government reviews 12. In the future Council being expected to provide more non core services	Possible	Major	High	1. Investment Policy 2. Financial report presented at Council meeting each month compliant with new guidelines. 3. Budget provided to Council meetings - reviewed each quarter 4. Seek additional external funding (FAGS) 5. Support initiative to reduce Governance costs and cost shifting 6. Review service standards regularly . 7. Provide regular financial updates to Council 8. Monthly financial managment meetings and reports 9. Councillor financial managment training 10. Explore all options to increase user charges in line with service costs 11. Internal sustainability Strategy 12. Advocacy via LGNSW and NSW Coutry Mayors to improve the industry	Unlikely	Moderate	Medium	1. Improvement of internal controls 2. Audit Risk & Improvement Committee 3. Internal Audit 4. Review Long term financial position; Increase unrestricted cash position 5. Improve infrastructure asset data	Deputy General Manager
OFFICE/DEPOT UNAVAILABLE	Council being unable to operate efficiently and effectively for a considerable period	Business interruption that results in the building being uninhabitable (Fire, Flood, vandalism, building structure)	Possible	Catastrophic	High	1. Business Continuity Plan is in place 2. Evacuation procedures in place 3. Fire Safety Alarms installed 4. Relevant insurance polices in place 5. Regular maintenance of facility including electrical and stormwater systems 6. Subplans in place 7. Building Maintenance	Possible	Minor	Medium	1. Business Continuit Plan tested regularly 2. Staff refreshed on evacuation procedures 3. Regular testing of fire equipment 4. Annual building assessments	General Manager
NATURAL CATASTROPHE - FIRE OR FLOOD	Fire	1. Indequate Hazard Reduction 2. Facilties not maintained in proper condition 3. Training of staff 4. Fleet not sufficient to meet needs 5. Climate change	Possible	Catastrophic	High	1. Train staff and Volunteers and supply appropiate PPE. 2. Support RFS initiatives to ensure adequate fire equipment 3. Ensure emergency evacuation procedures are in place and tested; Undertake fire audit of buildings 4. Complete Hazard reduction works as required. 5. Maintain buildings and keep fire preventative systems up to date.	Unlikely	Moderate	Medium	1. Consult with RFS . 2. Hazard inspections 3. Building audits	General Manager
	Flood	1. Inadequate levee system 2. Inadequate training 3. Stormwater backflow 4. Lack of knowledge 5. Climate change	Possible	Catastrophic	High	1. Regular inspection and upgrade of levee system 2. Upgrade stormwater covers 3. Train staff in flood prevention measures 4. FRMS&P 5. Maintenance of stormwater infrastructure	Unlikely	Moderate	Medium	1. Levee bank audits 2. Maintain and upgrade levee in accordance with levee owners manual; Functional and maintained stormwater system	General Manager
WATER SUPPLY	Council not being able to provide sufficient quantity of water	1. Prolonged drought 2. Reduction in water allocation 3. Climate change	Possible	Major	High	1. Intake is within the Hay weir pool, giving a more secure supply of water 2. Monitor water avaibility with WaterNSW monthly 3. Lobby other tiers of Government for water security 4. Updated IWCM 5. Adequately suitably trained staff	Unlikely	Minor	Medium	1 Alternate water supply (bore/water carts) 2. Apply water restrictions 3. Drought Management Plan Review and Implementation	General Manager
	Water quality not meeting the minimum standards	1. Failure of equipment at Water Treatment Plant 2. Staff not having sufficient training 3. Machinery and equipment not properly maintained 4. Blue Green Algae Blooms 5. Insufficient supply of chemicals	Possible	Major	High	1. Water treatment plant operared in accordance with Drinking Water Guidelines and Best Practice Management. 2. Regular testing of water quality 3. Relevent Staff Training. 4. Pro-active inspection and maintenance/ renewal of water supply systems. 5. Resource sharing with neighbouring Councils 6. Chemical supplies purchased from reputable/quality accredited suppliers 7. Physical testing and monitoring	Unlikely	Moderate	Medium	1. Drinking Water Guidelines and Best Practice Management. 2. Staff training plan 3. Chemical handling procedures 4. Industry benchmark 5. Compliance requirements 6. Upgrade telemtery systems	General Manager
	Discontinuity of service	1. Lack of regular inspections and maintenance/renewal program 2. Unavailability of power 3. Natural disasters (Flood, Fire etc). 4. Lack of resources including budget 5. Lack of water supply	Possible	Major	High	1. Pro-active inspection and maintenance/ renewal of water supply systems. 2. Backup systems 3. Staff training 4. Good working relationships with local contractors 5. BCP Sub Plan in place	Unlikely	Moderate	Medium	1. Asset Management Plans and Systems 2. Budget; LWU Strategic Plan 3. Works Program 4. Resource level/organisational capability	General Manager
SEWER	Public Health Nuisance and Environmental Pollution	1. System failure 2. Lack of policy and procedures 3. Lack of staff training 4. Environmental Conditions (i.e. storm, flooding, fire etc)	Possible	Major	High	1. Sewer Treatment Plant operated in accordance with EPA Licence requirement and Best Practice Management 2. Relevant staff training 3. Pollution Incident Response Management Plan 4. Regular Inspections; 5. Groundwater monitoring	Unlikely	Minor	Medium	1. Pollution Incident Response Management Plan 2. Inspection regime 3. Best practice management and industry bench mark 4. Compliance requirements	General Manager
	Discontinuity of the service	1. System failure 2. Lack of resources including budget 3. Lack of regular inspections and maintenance/renewal program 4. Unavailability of power 5. Natural disastors (Flood, Fire etc).	Possible	Major	High	1. Business Continuity Plan 2. Pro-active inspection and maintenance/ renewal of assets. 3. Backup systems. 4. Well maintained plant and tools 5. Staff training and organisational capability. 6. Subplans in place	Unlikely	Minor	Medium	1. Asset Management Plans and Systems 2. Budget; LWU Strategic Plan 3. Works Program 4. Resource level/organisational capability	General Manager
AERODROME	Council being unable to operate efficiently and effectively for a considerable period	1. Inadequate number of Airport Reporting Officers 2. Aircraft accident/Terrorist threat 3. Environmental Conditions (i.e. storm, flooding, fire-grass and terminal building, fog) 4. Asset failure (pavement)	Possible	Major	High	1. Proactive resource planning 2. Regular inspections and maintenance 3. Have a BCP in place 4. Staff training 5. Aerodrome Manual	Unlikely	Moderate	Medium	1. Keep staff training up to date 2. Compliance with CASA requirements 3. Resource level/organisational capability 4. Capital renewal program	Executive Manager - Planning & Compliance

WASTE	Waste services not being able to be provided to Community and to adapt to new issues such as litium batteries	1. Councils landfills not being managed properly 2. Kerbside collection service breakdown 3. Machinery and equipment not properly maintained 4. Environmental Conditions (i.e. storm, flooding, fire-grass, high winds) 5. Lack of landfill space	Likely	Moderate	High	1. Landfill and Waste Transfer Station operates in accordance with EPA Licence requirements. 2. Relevant staff training 3. Landfills subject to periodic inspections by EPA 4. Establish relationships with Contractors. 5. Subplan in place 6. Management of landfill capacity 7. Updated waste strategy 8. Regular servicing of plant and equipment 9. seperation of waste via 3 bin system 10. Recyling service 11. Implement strategy to deal with disposal of lithium batteries.	Unlikely	Minor	Medium	1. Keep staff training up to date 2. Ensure staff awareness of responsibilities 3. Weather 4. Policies and Procedures 5. Asset renewal program; 6. Education of community	Executive Manager - Engineering and Operations
SWIMMING POOL	Sudden equipment failure. Contaminated water Structural failure of swimming pool. Non compliance with legislative requirements.	1. Machinery and equipment not properly maintained 2. No regular inspection and testing of water 3. Old structure (beyond designed life) 4. Inadequate policy, procedures and staff training 5. Asset renewal not funded 6. Insufficient staff	Likely	Moderate	High	1. Regular inspections and maintenance of equipment 2. Regular inspection and testing of water 3. Investigate and plan for the rehailitation or new structure. 4. Regular review and amendment of policies and procedures. 5. Relevent staff training 6. Seeking external funding 7. Pool replacement project 8. Contracting of Pool Management 9. Use of digital technology	Unlikely	Insignificant	Low	1. Inspection and maintenance regime 2. Testing of water quality as per DPH requirements 3. Regular condition assessment of the pool structure 4. Staff Training Plan 5. Regular review and amendment of policies and procedures 6. Asset mangement plan	Executive Management - Planning and Compliance
PLAY EQUIPMENT/PLAYGROUND (Incl. Ovals)	Sudden equipment failure. Non compliance with legislative requirements. Failure of lighting on ovals. Irrigation system failure. Loss of reputation Disruption of water and sewer system failure	1. Lack of regular inspections and maintenance/renewal program 2. Inadequate staff training and development program 3. Unavailability of power 4. Lack of community engagement and transparency 5. Asset renewal not funded	Possible	Minor	Medium	1. Regular inspections and maintenance of equipment 2. Investigate and plan for the rehailitation or new structure. 3. Regular review and amendment of policies and procedures. 4. Relevent staff training 5. Ongoing community engagement and good governance	Unlikely	Minor	Medium	1. Inspection and maintenance regime 2. Condition assessment of the equipment 3. Staff Training Plan 4. Policies and procedures 5. Community Engagement Strategy 6. Asset mangement plan	Executive Manager - Engineering and Operations
CONSTRUCTION AND MAINTENANCE	Deliver Capital and Maintenance Works on time, on budget at required standard and safely	1. Machinery and equipment not properly maintained 2. Issues with materials 3. Inclement Weather 4. Insufficient planning for projects (project management) 5. Supplier delay 6. Politics 7. Lack of resources - staff, money etc 8. Staff not having the appropriate training or skills 9. Procurement processes not followed	Possible	Moderate	High	1. Project Management - regular meetings 2. Order materials early (after planning) 3. Schedule works in favourable season 4. Establish relationships with suppliers 5. Properly evaluate contractors 6. Staff training 7. Staff trained in procurement (Policy also in place) and budget management 8. Delegations in place and approval required for purchasing over certain amount 9. User Vendor Panel 10. Adequate and up to date asset and maintenance plans. 11.Plant Replacement Program 12.Utilise specialise contractors as required 13. Implement digital inspection regime	Possible	Minor	Medium	1. Keep staff training up to date 2. Ensure staff awareness of responsibilities 3. Regular review of asset mangaement plans 4. Development of asset maintenance plans	General Manager
PLANNING AND DEVELOPMENT	Non compliance with Statutory and Regulatory requirements	1. Incorrect procedures for Development Applications/Certificates 2. Corrupt behaviour 3. Skills not up to date or staff not having the appropriate training/qualifications 4. Not ensuring we have received all of the relevant documentation/information before approving an application 5. Inadequate inspection procedures 6. Not keeping up to date with legilsative changes/requirements	Possible	Moderate	High	1. Checklists for Development Applications in place 2. More than one person involved in assessing applications 3. Staff receive regular training 4. Staff inducted and trained in Code of Conduct, outlining unacceptable behaviour such as corrupt actions 5. Certifying staff trained & accreditations renewed as required 6. Forms outline what attachments are required and staff have checklists relating to applications and what attachments are required 7. Separation of duties 8. Code of conduct 9. Implement electronic systems	Unlikely	Moderate	Medium	1. Keep staff training up to date 2. Ensure staff awareness of responsibilities 3. Keep on top of legislation/planning changes 4. Keep checklists relevant on applications etc 5. More than one staff member checking applications	Executive Manager - Planning & Compliance
WORKPLACE (HR)	Council will not have adequate workforce capacity to meet requirements including tranitioning labour force to meet changing service needs and community expectations	1. Uncertainty about the future 2. Financial capacity 3. Unable to attract suitable staff 4. Retention of Staff 5. Difficulty training staff 6. Industrial Instrument Compliance 7. Loss of corporate knowledge and skills	Possible	Moderate	High	1. Workforce strategy 2. Training programs 3. Establish Networks 4. Supplement existing workforce with external providers 5. Internal audit compliance checks 6. Robust systems in place 7. Update workforce management strategy 8. Implement workplace strategies	Unlikely	Moderate	Medium	1. Keep staff training up to date 2. Ensure staff awareness of responsibilities 3. Keep on top of legislation/planning changes 4. Implement internal audit recommended actions	Executive Manager - People and Governance
AGED CARE & TRANSPORT SERVICES	Services do not meet needs of the community and compliance with new Aged Care Act.	1. Change in Government policy 2. Change in funding requirements 3. Client needs 4. Capacity to meet changing requirements 5. Implementation of new Aged Care Act	Possible	Moderate	High	1. Workforce training to meet changing requirements 2. Establish networks 3. Support political initiatives 4. External funding 5. Regular training and consultation to meet changing standards and systems 6. Regular advocacy to government 7. Develop and implement roadmap for implementation of new Act requirmenents.	Unlikely	Moderate	Medium	1. Keep staff training up to date 2. Ensure staff awareness of responsibilities 3. Keep on top of legislation/planning changes; 4. Implement Roadmap	Deputy General Manager
S355 COMMITTEES & SUPPORT GROUPS - SHOWGROUNDS, BISHOPS LODGE, GAOL & DUNERA	Committees and support groups are not able to provide services in accordance with requirements	1. Changing demographics of members 2. Ability to attract and retain volunteers 3. Increase in compliance 4. Council policy 5. Funding and resources	Possible	Moderate	High	1. Provide more support; staff attending meetings and regular catch ups 2. Actively seek volunteers 3. Regular consultation with volunteers 5. Resources allocated as available 6. Adapt structures to suit volunteer capacity and availability	Unlikely	Moderate	Medium	1. Communicate regularly with Committees 2. Establish robust reporting mechanisms 3. Risk Assessments	General Manager
DATA SECURITY	Unathorised release of confidential/sensitive information	1. Lack of/ineffective access control policies/procedures 2. Lack of application/compliance with access control policies/procedures 3. Lack of/ineffective security technology 4. Deliberate release by member of staff	Possible	Catastrophic	High	1. Security Policy and Cyber Security Policy plus Framework 2. Monitoring of the internet website filtering systems 3. Procedure of records and information management training 4. Maintenance of up to date firewall technology 5. 3rd Party IT security consultant engaged to assist 6. System detection process to identiify unauthorised software installation 7. Audit program for database changes 8 Restrict administrator priviledges.	Unlikely	Major	Medium	1. Audit program for access controls 2. Background checks and reference checks on new employees 3. Regular check on access control	Deputy General Manager
IT Services	Cyber Attack	1. Business Continuity and Disaster Recovery not tested/lacking documented processes 2. Lack of Mobile Device Management (MDM) with the potential for lost or stolen device being used to access Council email system. 3. Lack of utilising auditing and logging functions to capture events to raise visibility of possible malicious activity 4. Systems and equipment not properly maintained	Possible	Catastrophic	High	1. Security and cyber framework 2. Regular hardware maintenance/backups 3. Regular awareness training 4. Up to date Antivirus and Firewalls systems 5. Business Contiunity Plan 6. IT Disaster Recovery Plan	Unlikely	Major	Medium	1. Ensuring staff awareness with regular awareness training 2. Constant monitoring of Firewalls, Anitivirus, DarkWeb 3. Implement Mobile Device Management 4. Multi-factor authentication for external services to protect services such as email accounts and other logins to external systems.	Deputy General Manager
		1. Hardware Failure and lack of storage space	Possible	Major	High	1. Constant monitoring of sever hardware 2. Security policy and Cyber security policy 3. Disaster Recovery Server for failovers 4. Dual backups for increased redundancy 5. Hardware renewal	Unlikely	Major	Medium	1. Implement Mobile Device Management	Deputy General Manager
	Systems instability	1. Improperly tested system changes	Possible	Catastrophic	High	1. Complete all system changes in Test environments 2. Changes are tested on select users prior to full implementation 3. Security patches are updated promptly 4. Implement recommendations from essential eight review to achieve required rating.	Unlikely	Major	Medium	1. Ensuring staff awareness with regular training 2. Develop test plans to document tests carried out	Deputy General Manager

		1. Cyberattack	Possible	Catastrophic	High	1. Security and cyber policies plus framework 2. Regular hardware maintenance/backups 3. Regular awareness training 4. Up to date Antivirus and firewalls systems 5. Business Contiunity Plan 6. IT Disastery Recovery Plan	Unlikely	Major	Medium	1. Ensuring staff awareness with regular awareness training 2. Constant monitoring of Firewalls, Antivirus, DarkWeb	Deputy General Manager
Pandemic	Loss of critical services Loss of reputation Virus transmission amongst staff	1. Inadequate PPE 2. Inadequate training 3. Non compliance with Pandemic advice	Possible	Catastrophic	High	1. Pandemic safe plan implented 2. Pandemic marshalls appointed 3. Pandemic Subplan 4. ERM Committee 5. Training - regular updates provided 6. PPE	Possible	Minor	Medium	1. Regular testing and compliance tests 2. Communication to staff	General Manager
Legislative compliance	Non-compliance with legislation	1. Inadequate knowledge and processes 2. Staff behaviours 3. Change in legislation	Possible	Major	High	1. Staff training 2. Process control 3. Management oversight 4. Annual returns 5. Internal auditor review 6. Develop and maintain Register	Possible	Minor	Medium	1. Regular staff updates 2. Regular reporting	Executive Manager - People & Governance
Environmental compliance	Non-compliance with environmental issues and regulatory Role	1. Waste Disposal 2. Ground water and river management 3. Use of Chemicals 4. Failure to carry out regulatory role 5. Climate Change	Possible	Major	High	1. licensing conditions 2. Trained staff 3. Emergency procedures 4. Management Plans 5. Regulatory inspection programs 6. Develop and maintain Register	Possible	Minor	Medium	1. Regular staff Inspections 2. Lacensing returns 3. Inspections schedules 4. Internal audit program	Executive Manager - Planning & Compliance
Reputational	Damage to Council Reputation	1. Service delivery 2. Culture/Staff actions 3. Communication 4. Lack of risk appetite/inappropriate risk appetite 5. Not doing what we said we would do 6. Unknowns - out of our control 7. Political decisions	Likely	Major	Very High	1. Education and communication 2. Policies and Procedures 3. Adequate Supervision 4. Allocate sufficient resources 5. Measure what we do 6. Risk training for Councillors	Possible	Moderate	High	1. CRM's 2. ARIC 3. Council Meetings 4. Keep staff training up to date 5. Ensure staff awareness of responsibilities 6. Keep on top of legislation/planning changes 7. Risk assessments	General Manager
Economic Development	Population and Economic and Social Decline	1. Generational Change 2.Educational opportunities 3. Employment opportunities 4. Limited options available 5. Limited lifestyle choices (food, theatre etc) 6. Change in farm practices 7. Ageing population 8. Lack of services 9. Emerging industries (i.e. energy transition) 10. Lack of housing and childcare	Likely	Major	Very High	1. Improve services 2. Support and encourage businesses 3. Improve education 4. Attract new businesses to the town 5. Providing low cost housing opportunities/land opportunities 6. Investment attraction strategy 7. Support flexible opportunities 8. Develop open space and town amenities 9. Education of community 10. Working with developers and government 11. Working with HCS	Possible	Moderate	High	1. Census figures 2. Business Surveys	General Manager
Infrastructure Contributions	There is a risk that infrastructure contributions may be fraudulently misused, misreported, waived or inappropriately approved.	1. Manipulation of agreements 2.Collusion with external parties 3. Inadequate controls 4. Failure to deliver infrastructure 5. Inadequate segregation of duties 6. Weak internal controls 7. Inadequate training and awareness	Likely	Major	very High	1. Council maintains a planning agreements policy and formal procedures 2. Formal delegations are in place with only authorised officers able to approve. 3. Targetted training 4. Legal reviews required for non standard or high valued agreements. 5. Use standard templates 6. Segregation of duties 7. Mandatory conflict of interest returns required for all staff involved in contributions; 8. Use of Advisory Committees	Unlikely	Moderate	Medium	1. Internal audit 2. Centralised and reconciled contributions register 3. Council finance team conducts regular reconcilations 4. Contributions received are reported quarterly internally and annually to the public.	General Manager
Artificial Intelligence	Misuse, poor governance, or unregulated adoption of AI systems leading to errors, bias, data breaches, or reputational harm.	1. Unauthorised or unverified use of AI tools by staff. 2.Lack of clear governance, policy, or training on AI use 3.Overreliance on AI outputs without human verification 4. Inadequate data protection or cybersecurity controls 5. Use of AI in decision-making without transparency or accountability.	Likely	Moderate	High	1. Data Management governance Policy 2. Training of staff 3.Require Human Oversight for all AI - assisted decisions 4. Develop and adopt AI use and Governance Policy. 5. Implement additional cybersecurity and data protection protocols	possible	Minor	Medium	1. Ongoing cybersecurity monitoring of AI systems 2. Periodic audits of AI use and decision making 3. Record and review AI related incidents or near misses. 4. Review AI use and Governance policy annually.	General Manager
Climate Change	Adverse effects of changing climate patterns (heat, drought, flooding, storms) on Council operations, infrastructure, and community resilience and change in Government policy and regulations.	1. Increased frequency/severity of extreme weather events to meet new standards. 2. Inadequate climate adaption and migration planning 3. Poor asset design standards for future climate conditions 4. Insufficient intergration of climate considerations into strategic planning 5.Inconsistent Government policy around Net Zero, carbon emmissions, water and renewable energy; 6. Underinsurance	Likely	Major	Very High	1. Regular update of BCP 2. Advocate Government on Policy 3. Participate in climate resiliance programs 4. Implement Climate Adaption and resilience Plan 5. Conduct vulnerability assessments on assets and services 6. Intergrate climate risk assessment into asset management and land use planning. 7. Adopt low emmission initiatives. 8. Council has a clear policy on climate change issues; 9. Review insurance each year	possible	Major	High	1. Reassess climate vulnerability of assets every 3-5 years or after major events. 2. Track performance indicators such as energy use. 3. Review progress on climate adaption and resiliance plan.	General Manager
Management of Psychological Employee Risks	Failure to effectively manage psychosocial hazards and employee wellbeing leading to mental health injuries, absenteeism, or staff turnover.	1. Excessive workload or unrealistic performance expectations 2. Bullying, harrassment or poor workplace culture 3. Insufficient training for managers in mental health awareness 4. Lack of early intervention and support systems	Almost certain	Moderate	Very High	1. Employee assistance program and Wellbeing initiatives. 2. Flexible work practices and supportive management culture 3. Develop and Implement a Psyhological Health and Wellbeing strategy compliant with new legislation. 4. Train supervisors in mental health awareness and early intervention. 5. Conduct staff risk assessments. 6. Implement an electronic measurement tool.	Likely	Moderate	High	1. Monitor HR and WHS metrics such as absenteeism. 2. Require regularly wellbeing reporting from managers. 3. Investigate psychological incidents and identify any trends. 4. Review and update supervisor training methods annually.	General Manager

Reviewed after ARIC to include Environmental Compliance risks 11th August 2022

Reviewed at ERM Meeting 9th February 2023 - Reputational and Economic Development risks added to register

Reviewed by ERM December 2024

Reviewed ERM November 2025

C6 – Swimming Pool Management

REPORTING OFFICER	General Manager
ATTACHMENTS	- Nil

INTRODUCTION

Update on the management of the swimming pool for the upcoming season.

COMMENTARY

As reported to the June 2025 meeting, the construction of the new John Houston Memorial Swimming Pool is progressing well and is due for completion in December 2025. Council is required to determine how it wishes to manage the swimming pool for the upcoming season, as Council's contract to manage the swimming pool has expired.

As reported in 2022, Council has, for quite some time, managed the pool with its own staff. The last time this was reviewed prior to 2022 was in 2012 where Council resolved to continue managing the pool with its own staff. Experience has shown that this may not be the most cost-effective solution. In addition, Council has had difficulty in obtaining casual pool staff. This is a common problem across rural LGA's with many councils' reporting difficulty in attracting staff or contractors to manage their local pools.

The John Houston Memorial Swimming Pool is free of charge and has operated the following hours:

Tuesday - 3pm to 6pm
Other Weekdays - 3pm to 7pm
Saturday and Sunday - 12pm to 7pm
Morning swimming – Monday to Friday – 6am to 8am

There is no plan to reduce the opening hours or implement an entry fee.

Council has engaged Lifeguarding Services Australia (Lane Cove, NSW) for the past three seasons to manage the pool on Council's behalf. Other than the issue around swimming lessons, the contractor performed satisfactorily. In addition, Council set the management fee of $40,000 per season (20 weeks).

With the new pool build to have heating, it is proposed that the pools be open for six months (26 weeks). Accordingly, any retainer for a contractor is recommended to be set at $60,000 for the season. This has been included in the 2025/26 pool budget.

In regard to swimming lessons, the Pool Management Contract can be strengthened to ensure there is no repeat issues.

If Council wishes to bring the lifeguarding and management of the pools back in-house, other than employing pool lifeguards, there are other activities that would need to be managed that the contractor undertook as part of their contract:

- Cleaning of the pools
- Testing/monitoring/backwashing of the pool water
- Cleaning of the amenities and site

- Mowing of the site

Bringing the management and lifeguarding back in house would require a minimum of 55 hours/week of staff time. Allowing for casual lifeguards, supervision and mowing, its is estimated that it would cost Council $119,000 for the season, in lieu of $60,000 for a contractor.

Any cost either for a contractor or internal staff would be pro-rata based on the length of the 2025/26 season, which most likely will be four months due to the construction of the new pools.

Staff have investigated the potential to have the pool operated unsupervised, as is becoming increasingly common in rural areas due to resourcing constraints. Cabonne Shire Council appears to have a sound arrangement where their pools are unsupervised 6am to 7pm every day and have lifeguards on duty during the busier times.

It should be noted that you must have another person present with you at the facility when you swim, and only people 18 years of age or older are able to obtain the pass to enter unsupervised, however patrons are able bring children along provided the person is an unsupervised pool entry pass holder.

For the John Houston Memorial Swimming Pool, it could be operated unsupervised 7am to 7pm seven days a week, with lifeguards on duty (supervision) as follows:

3pm to 7pm – Monday to Friday; except Tuesdays being 3pm to 6pm

12pm to 7pm – Saturday and Sunday, school holidays and public holidays (except Christmas Day and Boxing Day)

Staff would be on site 6am to 8am, as well as 7pm to 8pm each day for cleaning and water monitoring, as well managing the splash park facility. The mowing and other activities would occur during the day during the unsupervised periods. It would be proposed that the pools would be available to morning swimmers from 7am unsupervised.

Like Cabonne, unsupervised access would not be available during groups use such as school and swimming club bookings. In the event of staff being unavailable, then access to the pool would only be available to unsupervised pool entry pass holders.

For unsupervised entry, a FOB system and App would need to be implemented, with a budget of $10,000 being required for the set up and purchase of the FOB's. It would be proposed that the FOB's are issued free, however a fee be set for a replacement FOB.

Options for the swimming pool management to consider are:

1. Employ staff to manage the pool complex as it has in the past, where a minimum of three casuals is typically required to service the season.
2. Advertise an Expression of Interest (EOI) for a contractor to manage the complex during the season.
3. Have the pool unsupervised. This would be at a high risk, and Council would still need to undertake the cleaning of the pools & amenities, water testing and control, and mowing.
4. Combination of Options 1 or 2 above with Option 3. Staff feel this would be the preferred option and provide an increased availability of the new pools to the public.

It should also be noted that failure to attract either a contractor or staff could result in the pool not opening at the commencement of the upcoming season.

Additionally, Council may wish to consider leasing the pool canteen as a potential revenue source. An Expression of Interest (EOI) could be called to gauge interest and likely lease fee that could be paid to Council.

Council at its July 2025 meeting, resolved that Council:

(a) Manages the swimming pool for the 2025/26 season internally (Council staff).
(b) Proceeds with an unsupervised pool entry system as outlined in the report, funded from the current pool operations budget; and
(c) Calls for an Expression of Interest (EOI) to lease the pool canteen for the 2025/2026 season.

Since the July meeting, staff have:

- Notified the community via the Council Snippets of the proposed change to the pool management for the 2025/26 season;
- Advertised for **Pool Attendants** for the upcoming season;
- Prepared rules and a user agreement around the unsupervised pool entry system;
- Commenced engagement of a security company to supply and install an unsupervised pool entry system; and
- Called for EOI for the lease of the pool canteen The EOI closed 18th August 2025 will no submissions received.

At the August meeting, Council resolved:

(a) Notes the information provided in the report and actions being undertaken; and
(b) Readvertises the Expression of Interest (EOI) to lease the pool canteen for the 2025/2026 season.

Since the August meeting, staff have:

- Continued to advertise for **Pool Attendants** – Applications have closed and staff are commencing interviews and onboarding successful applicants.
- Finalised rules and a user agreement around the unsupervised pool entry system. This will require further refinement once FOB system is determined, with likely a refundable deposit for initial issue of FOB and a fee for a replacement FOB;
- Establishing booking and management systems for the complex;
- Finalising engagement of a security company to supply and install an unsupervised pool entry system; and
- Re-called EOI for the lease of the pool canteen. Again, at time of writing this report, there has been the one enquiry.

Since the September meeting, staff have:

- Onboarded four (4) **Pool Attendants** and with applicable lifeguarding training scheduled to occur on weekend of 25/26 October.
- Placed order with security company for unsupervised pool entry system with contractor expected on site in the coming weeks.
- Refreshed and procured additional first kits, oxygen systems and rescue buoys ; and
- Closed EOI for lease of pool canteen, with one submission received (see attached). The submission received from “Mara on Food” has been assessed as suitable and staff recommend awarding the lease to the applicant. In addition, in discussion with the schools and the swimming club, they will run their own canteen/refreshments during point score evenings, school and club carnivals. This has been discussed with the applicant, and they have advised “*no impact on us and we support if the schools or swimming club had their own canteen for their events*”.

Since the October meeting, staff have:

- Onboarding a fifth **Pool Attendant**, with applicable training scheduled for later this month.
- Commenced installation of the security system, which is approximately 80% complete. It is due for commissioning late November/early December.

- Finalised new signage and management systems. Council website is currently being updated.
- Signed lease for Pool Canteen with leasee to commence 15th December

Since the November meeting, staff have:

- Onboarded a sixth **Pool Attendant**
- Continued implementing the security system, which is approximately 85% complete. It is due for commissioning early December
- Updating Council website, which will include unsupervised entry system rules, procedures and application form. This will include the FOB fees approved by Council last month being: a refundable deposit of $20 per FOB issued, along with a $30 replacement fee for any FOB that is lost or damaged
- Working with canteen leasee in preparation for the grand opening

Staff are continuing to finalise all pool management systems in readiness for the opening of the refurbished complex.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Social** 1.2 Recreational, Civic Spaces, and Infrastructure that meet community needs 1.2.1 Enhance public recreation areas and facilities 1.2.2 Placemaking with purpose 1.2.3 Deliver infrastructure that are responsive to the community's needs 1.2.4 Create a safe, inclusive, and resilient community where all members feel secure, supported, and empowered to thrive **Environmental** 2.1 Council is resilient and adaptive 2.1.1 Council considers climate change resilience in our services, and the maintenance and management of our buildings, public spaces and infrastructure. 2.1.2 Foster sustainable energy solutions and practices to reduce Council's footprint. 2.1.3 Climate change risks and opportunities are embedded in our decision making process. 2.3 Celebrate and Promote our unique natural environment 2.2.3 Implement sustainable and eco friendly tourism initiatives 2.4 Enhance the built environment 2.4.1 Maintain and beautify urban areas. 2.4.3 Provision of sustainable infrastructure that is adaptive to changing needs, suitability, betterment and funding levels. **Economic** 3.2 Our community values its history and tourism 3.2.1 Increase tourism and visitor spend 3.2.4 Showcase our open space, recreation and cultural facilities **Civic Leadership**

	4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.2 Monitor and evaluate Council's strategic planning documents 4.1.3 Be environmentally responsible in decision making 4.1.4 Council will seek to continuously improve 4.2 Our community is supported by a strong and resilient Council that is responsive to its needs 4.2.1 Provide an advocacy role on behalf of the community 4.2.2 Inform and empower community input into decision making 4.2.3 Our community has access to Council information, services and facilities 4.3 Our Council is inclusive and sustainable 4.3.1 Enable an engaged workforce with suitable skills, available in the right place at the right time 4.3.2 Build a strong, collaborative, and supportive team culture 4.3.3 Ensure a financially sound Council that is responsible and sustainable
FINANCIAL IMPLICATION	Moderate – Council's pool operations and maintenance budget for 2025/26 is $319,000, which includes Contractor budget of $60,000 for the upcoming season.
LEGISLATIVE IMPLICATION	Local Government Act 1993
POLICY IMPLICATION	Asset Management Policy and Strategy John Houston Memorial Swimming Pool Master Plan Risk Management Policy Signs as Remote Supervision Policy
ASSET IMPLICATION	Major – the new swimming pool complex will be one of Council's largest single assets
RISK IMPLICATION	Moderate – reputational and safety

RECOMMENDATION

That Council notes the information provided in the report and actions being undertaken.

C7 - John Houston Memorial Swimming Pool Replacement Project

REPORTING OFFICER	General Manager
ATTACHMENTS	Nil

INTRODUCTION

An update on the John Houston Memorial Swimming Pool Replacement Project.

COMMENTARY

Noting the predicted decline of the complex Council undertook community codesign process in 2020/21 to develop the JHMS Pool Masterplan. The Masterplan outlines a full refurbishment of the complex to create community focused infrastructure with a regional focus. There was overwhelming community support for the plan, and it was adopted by Council in 2021.

The JHMS Pool replacement project is a fully scoped and planned replacement of three swimming pools that will deliver a regional aquatic precinct located in Hay in southwestern NSW. The $7.9 million project constitutes Phase 4 of the 2021 JHMS Pool Masterplan. The proposed project compliments the recently completed amenities block (Phase 3, 2023) and the adjacent Hay Splash Park (Phase 1, 2022). Phase 2 and 5 of the Masterplan are not yet commenced and are out of scope for this project.

The objective of the project is to ensure the community of Hay has access to a public swimming facility through the development of a new energy efficient pool complex. This will ensure that the JHMS Pool complex continues to be a major social hub and a regional facility.

The project includes 3 x new pools, filtration equipment, solar heating, renewable energy supply, recreational facilities and landscaping.
The outcomes of the project include:

- Provision of a high-quality accessible community focused infrastructure that improves social inclusion and community cohesion for all.
- A fit for purpose aquatic precinct that enhances the amenity and liveability of Hay, with corresponding health outcomes.
- A facility that is compliant to latest Standards and guidelines, particularly around inclusion, access, gender equity, First Nations and energy efficiency
- Increased economic activity through the provision of a regional visitor economy attraction.

Council at its meeting 26th November 2024 resolved to award a design and construct contract to ELM Aquatics to undertake the replacement of the John Houston Memorial Swimming Pools. The Hay community will be able to enjoy brand new, state of the art, swimming pools for the 2025-26 swimming season.

Works have commenced on site early March and plan is to be completed by early December 2025, weather permitting. This will mean the community will have shorter pool opening season next year.

Council was advised at the December 2024 Ordinary meeting that the Contractor has commenced design works as required, including investigating heating options for the pools.

The proposed timeline of the project is as follows:

Milestone	Start	Finish
Commence Project	16/09/2024	
Tender Documentation	16/09/2024	20/09/2024
Tendering	23/09/2024	22/11/2024
Award Contracts	25/11/2024	6/12/2024
Pools Detailed Design	9/12/2024	28/03/2025
Pool Closes – End of Season		2/03/2025
Construction Early Works	10/03/2025	16/05/2025
Construction	19/05/2025	5/12/2025
Pool Opens – Start of Season	5/12/2025	
Project Completion	6/12/2025	20/12/2025

At the December 2024 Ordinary Council meeting resolved to support the use of the community raised funds ($320,397) for the purpose of heating the new pools; as well as form the PCG as follows:

NAME	TITLE
David Webb	HSC – General Manager
Jack Terblanche	HSC – Exec Manager Planning & Compliance
Greg Stewart	HSC – Exec Manager Engineering & Operations
Ali McLean (Alternate to GM)	HSC – Exec Manager Economic Development & Tourism
Cr Carol Oataway	Mayor
Cr Martyn Quinn	Deputy Mayor
Cr John Perry	Councillor
Mark McLean	ELM Aquatics – Pool Construction Contractor
Serena Wall	Community & Swimming Club Representative
Sarah Houston	Houston Family Representative
Ray Woods	First Nations Representative

Since the December 2024 Ordinary meeting, Council has been successful with its Growing Regions Program (GRP) grant application of $4,191,173. This now means that Council does not to draw down on the loan with TCORP and the pool can be replaced debt free. Council's cash contribution towards the project is $100,000. TCORP has since advised that it has cancelled the loan on learning we did not require the funding.

The project budget, following the success of the GRP grant application, is $8,099,275 (including the community raised funds)

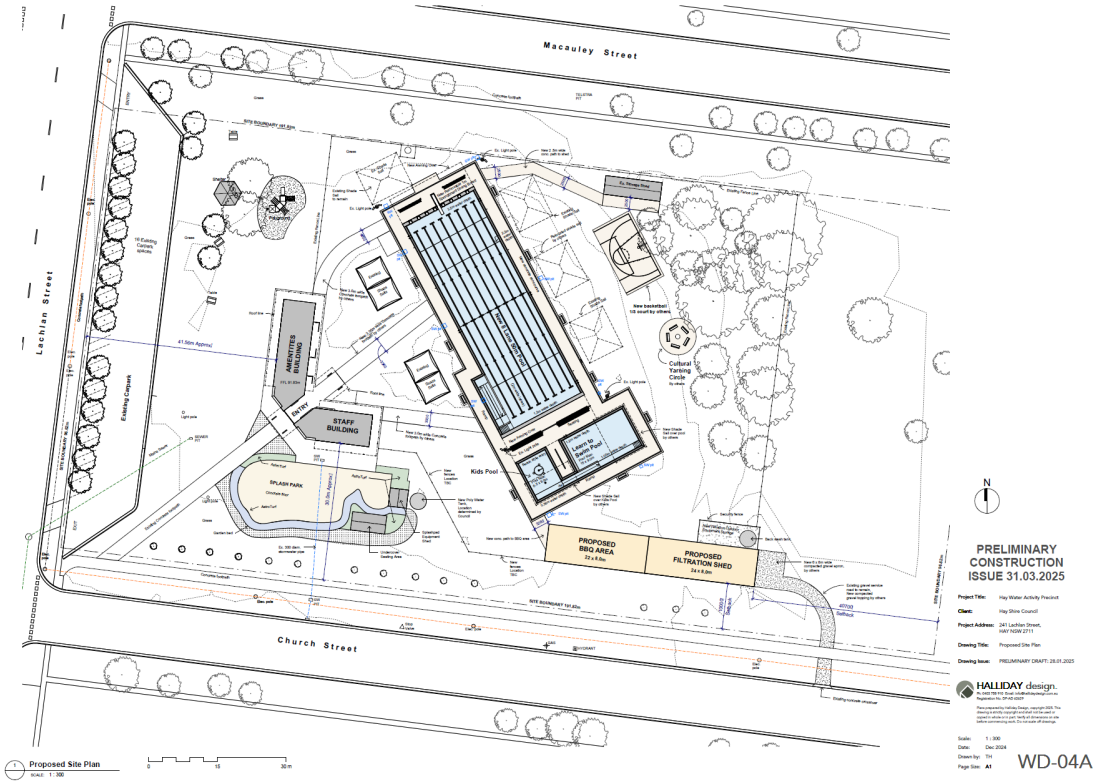
The project still has some risks that Council should be aware:
- A second power supply for the site is required to run the pool heating system and filtration shed. As this requires dealing and gaining approval from Essential Energy (EE) there is a risk this may take longer than planned.
- Asbestos removal – this is now complete, and the risk is mitigated.
- Unsuitable ground under the old pools – this is now known, and the risk is mitigated.
- Project construction timelines proposed by the contractor has the pool open to the public early December 2025, weather permitting. This has now been reviewed with an anticipated completion of mid-December 2025.

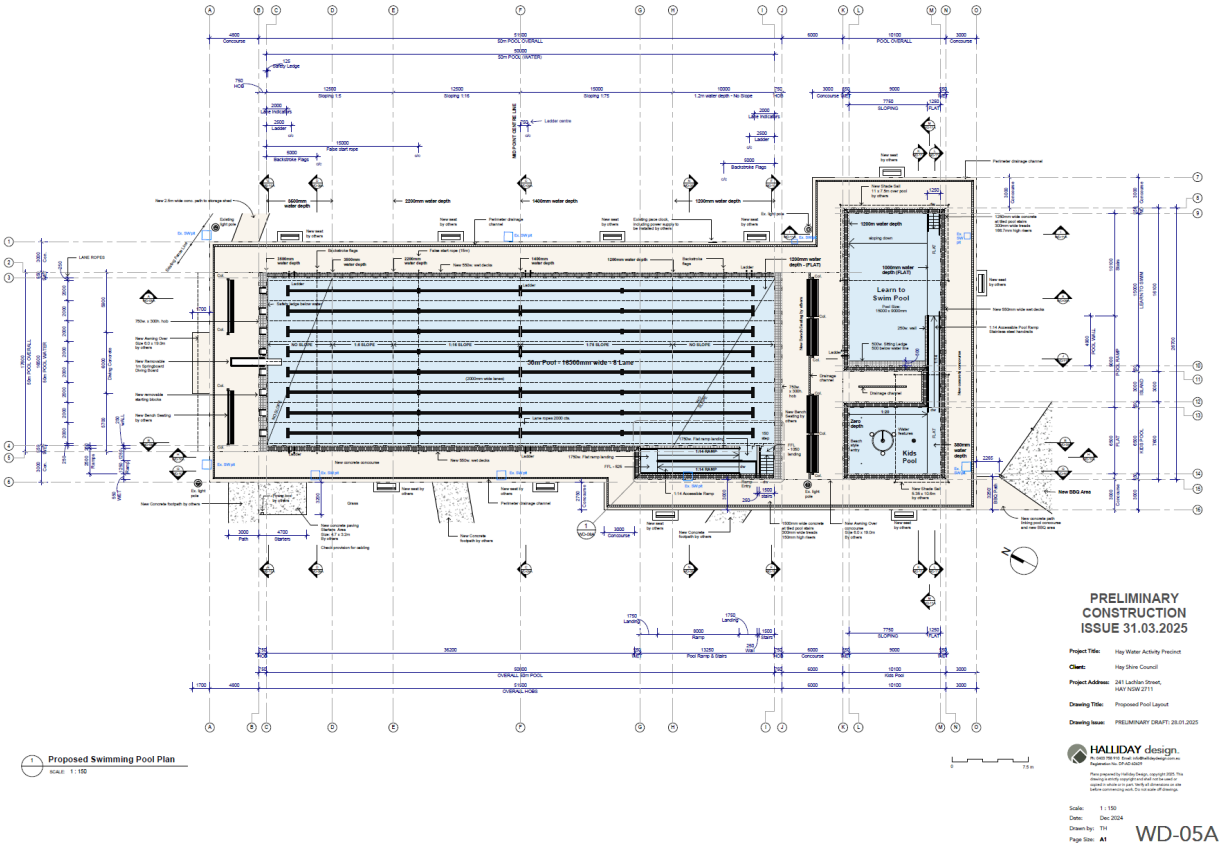
To accommodate the installation of a heating system for the pool(s) the roof area of the plant room shed will be required for the evacuated tubes. The plant room shed will require to be shade free to have an effective heating system.

At the January 2025 Extra Ordinary meeting, Council resolved to:
(a) Note the information provided in the report and actions being undertaking;
(b) Endorse the removal of the four trees and planting of ten new trees on site; and
(c) A further report is brought to Council once the design of the heating system is completed.

The first of the PCG meetings was held on Thursday 6th February 2025. Mr Ray Woods has come onto the PCG as the local First Nations representative. The tenth PCG meeting was held on the 4th December 2025. The last PCG meeting is now scheduled for 5th February 2026.

Detailed design of the pools is now fully completed.

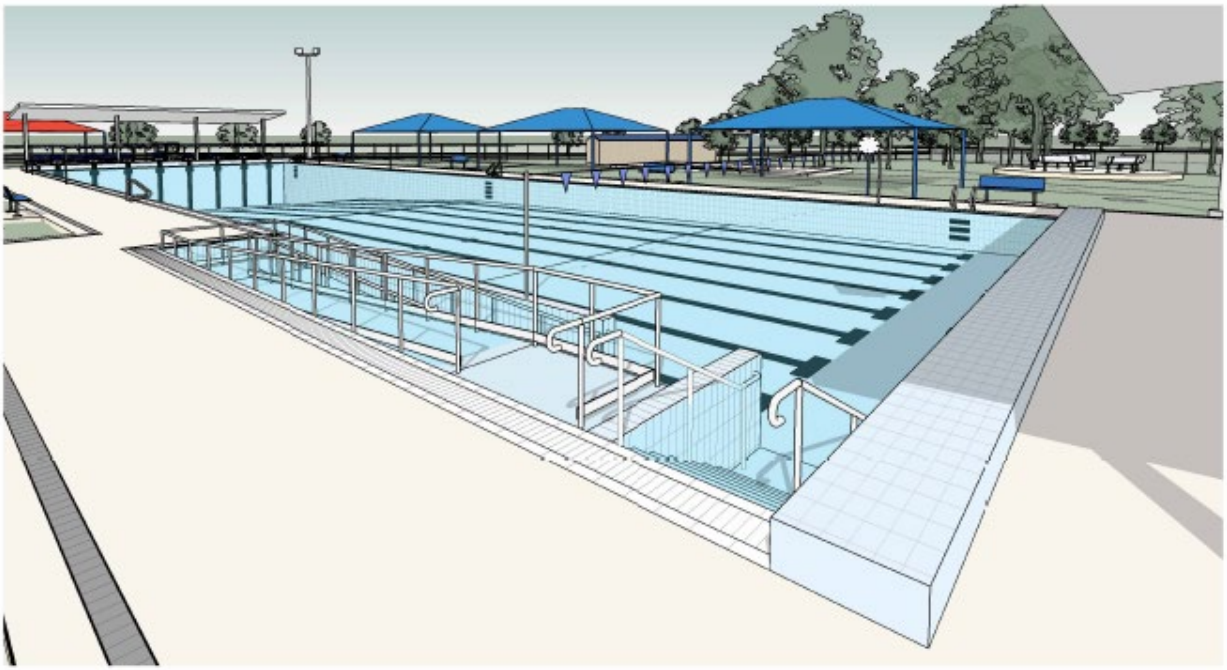


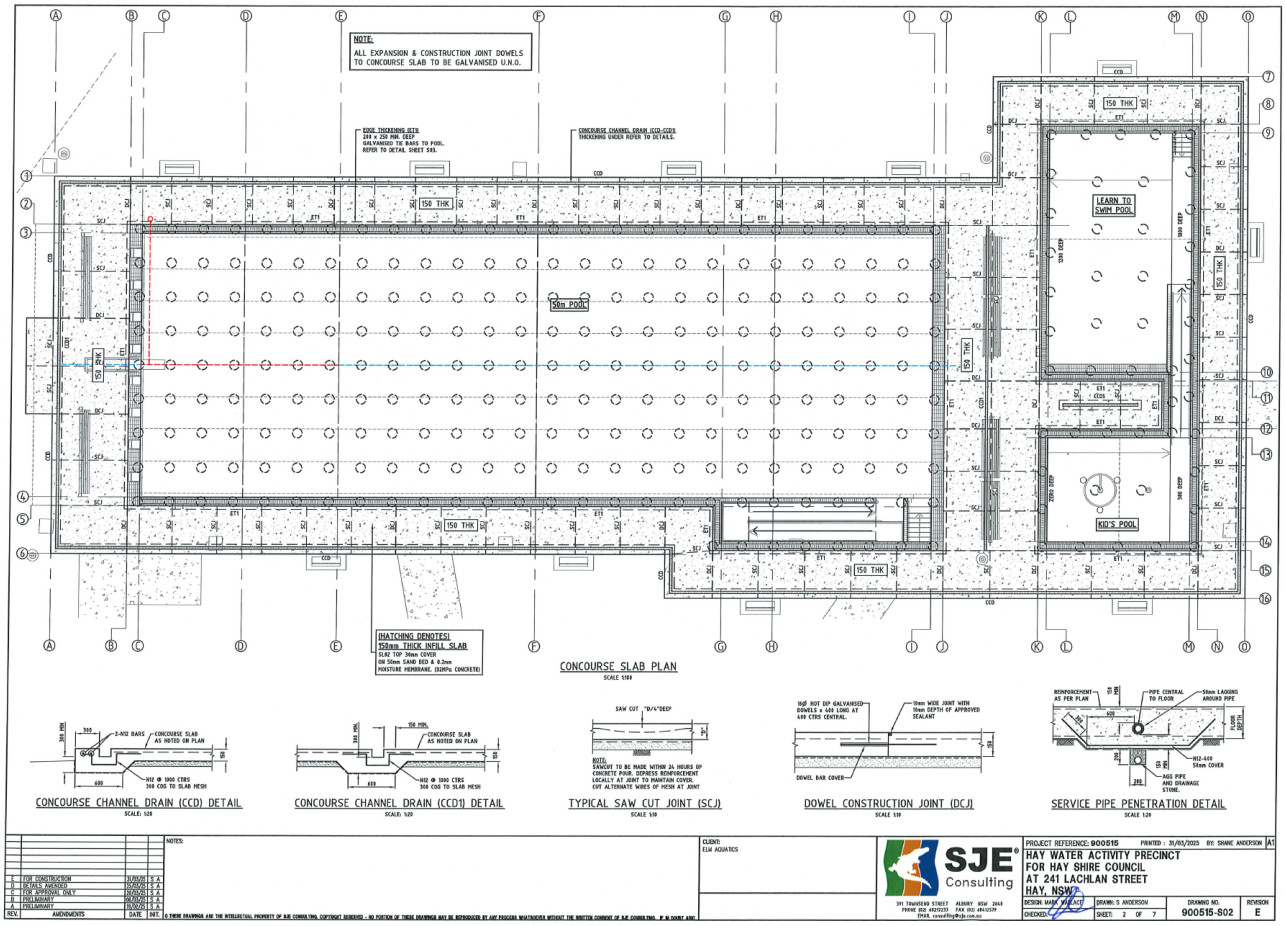


1 Proposed Swimming Pool Plan
SCALE: 1 : 150

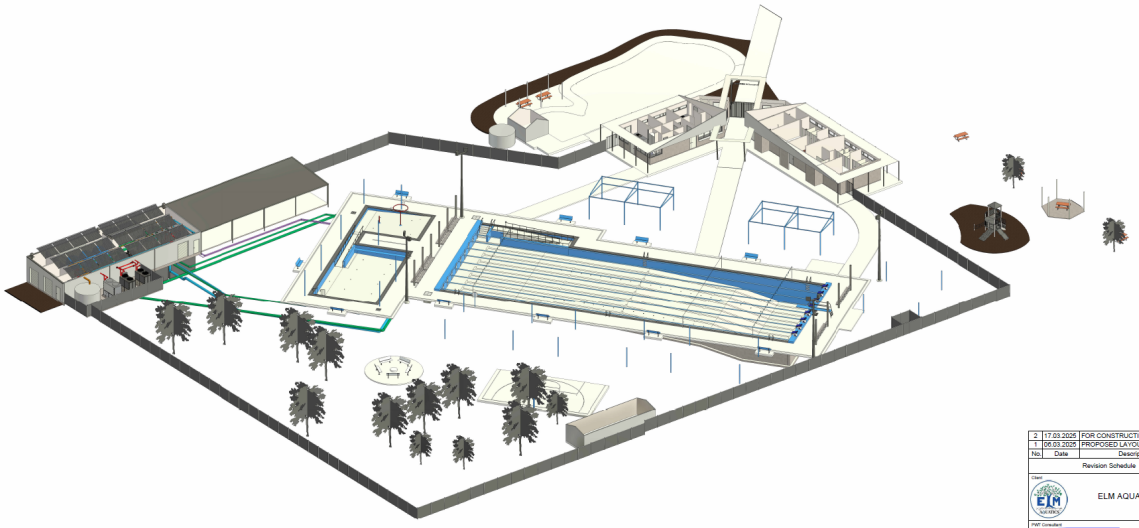
PROPOSED 3D VIEW - KIDS POOL & LTS

PROPOSED 3D VIEW - KIDS POOL & LTS




NOTE:
ALL EXPANSION & CONSTRUCTION JOINT DOWELS TO CONCOURSE SLAB TO BE GALVANISED U.N.O.
50m POOL
LEARN TO SWIM POOL
KID'S POOL
150 THK
CONCOURSE SLAB PLAN
CONCOURSE CHANNEL DRAIN (CCD) DETAIL
CONCOURSE CHANNEL DRAIN (CCD1) DETAIL
TYPICAL SAW CUT JOINT (SCJ)
DOWEL CONSTRUCTION JOINT (DCJ)
SERVICE PIPE PENETRATION DETAIL
SJE Consulting
HAY WATER ACTIVITY PRECINCT
FOR HAY SHIRE COUNCIL
AT 241 LACHLAN STREET
HAY, NSW

A1



1 3D-01

No.	Date	Description
2	17.03.2025	FOR CONSTRUCTION
1	06.03.2025	PROPOSED LAYOUT

Revision Schedule

Client: ELM AQUATICS

PWT Consultant: BAO

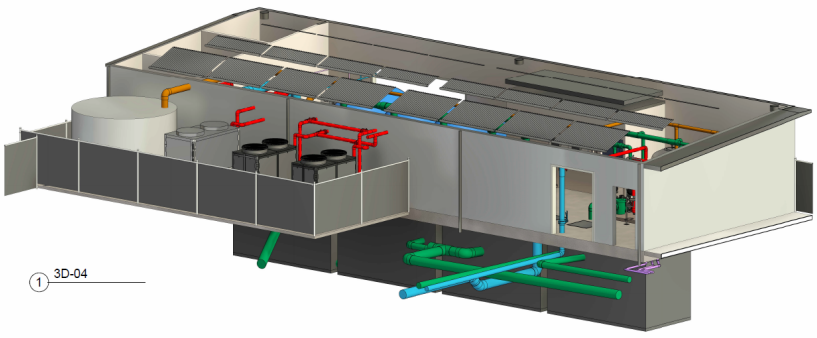
BAO DESIGN Pty Ltd
52 Golden Grove
Beacon Hill NSW 2100
nick@baodesign.com.au

Job Title: JOHN HOUSTON MEMORIAL SWIMMING POOL

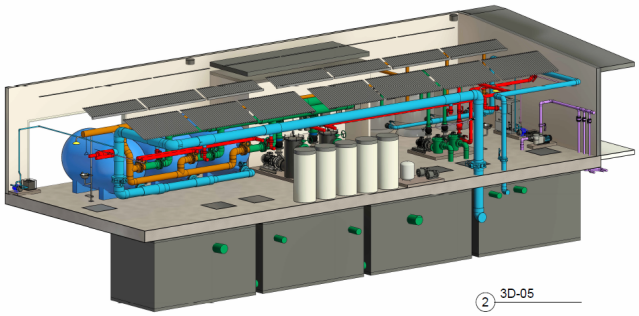
Drawing Title: 3D

Scale	Project No.
As Shown	1519
Drawn: NB / Approved: NB	Date: 19.04.24
Drawing No.: PWT-44	Revision: 2

A1



1 3D-04



2 3D-05

No.	Date	Description
2	17.03.2025	FOR CONSTRUCTION
1	06.03.2025	PROPOSED LAYOUT

Revision Schedule

Client: ELM AQUATICS

PWT Consultant: BAO

BAO DESIGN Pty Ltd
52 Golden Grove
Beacon Hill NSW 2100
nick@baodesign.com.au

Job Title: JOHN HOUSTON MEMORIAL SWIMMING POOL

Drawing Title: 3D PLANT

Scale	Project No.
As Shown	1519
Drawn: NB / Approved: NB	Date: 19.04.24
Drawing No.: PWT-46	Revision: 2

A pool heating specialist consultant has prepared calculations for heating of the LTS and 50m pools, with the system now designed and costed. The attached design heating calculations show for a 6-month season (October to April); 30 degrees for the LTS pool and 27 degrees for the 50m pool can be achieved.

A system of evacuated tubes and heat pumps is proposed as this provides the best heating over the 6-month season:

- Evacuated tube pool heating is a type of solar pool heating system that uses evacuated tubes to heat the pool water. The system circulates the pool water through the solar collector tubes, and the heat is then sent directly to the swimming pool, with no heat exchanger required. The evacuated tube comprises of a smaller glass tube suspended within a larger glass tube, and the air is then pumped out of the space between the small inner tube and the larger outer tube creating a vacuum thermal insulation layer.
- A pool heat pump is a simple and energy-efficient way to keep pool water warm all year round. Unlike a gas or electric pool heater, it doesn't actually generate heat. Instead, it pulls warmth from the air outside and uses it to heat your pool water. When your heat pump is on, a fan draws warm air into the heat pump's evaporator coil. The air heats up the liquid refrigerant inside, turning it into a gas. The gas then passes through a compressor that heats it further. Once it reaches a certain temperature, it moves into the heat exchanger (a tube within a tube) and heats up the pool water. When this is done, the water returns to the pool and the gas goes back to liquid form and starts the process all over again.

A solar and battery system has been designed to reduce energy consumption and operating costs for Council, based on the design loads. A separate system is proposed for the amenities building/splash park and the filtration shed/pool heating. This has now been installed and commissioned.

To accommodate the solar panels the filtration shed is required to be extended (almost doubling in length) which will create additional undercover area for BBQ, picnic settings and a social gathering space. Additionally, an outside area/enclosure for the heat pumps and backwash water tank. Furthermore, the filtration shed, due to the heat generated by the heating system and pumps, requires a cool room for the electrical equipment.

Following the March 2025 Council meeting, the pool AI Safety System has ordered, as well as the new shade sails, furniture and ½ basketball court. These are now all completed.

Following initial feedback from Essential Energy (EE), the design of the secondary power source resulted in additional works and the undergrounding of the mains supply, which was an unplanned additional cost. This has been ordered and costed into the project budget. The final detailed design has been submitted to EE for approval. Following a delay, EEE has now approved the detailed design. As discussed at the August 2025 meeting, Council has purchased a second large generator for a Plan B in the event the new power supply is further delayed. The new generator has been delivered. The outage works occurred on the 6th November 2025, with the new supply now live.

Royal Life Saving has developed a final signage layout plan for the site.

Allowing for major elements the current project budget is as follows:

- Total Budget: $8,099,275
- Allocated expenditure: $8,121,308
- Unallocated/contingency: -$22,033 (-0.27%)

There are no outstanding larger unknown components cost for the project, and a final small budget overspend of $25,000 to $30,000 is anticipated.

Works are now 99% complete. The pools are filled, commissioning activities are well progressed, and landscaping works are largely completed. We are anticipating handover the pools to Council on Monday 15th December 2025.

Photo Taken: 9th December 2025

The project remains on budget and on time. A grand opening has been organised for Friday 19th December 2025.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Social** 1.2 Recreational, Civic Spaces, and Infrastructure that meet community needs 1.2.1 Enhance public recreation areas and facilities 1.2.2 Placemaking with purpose 1.2.3 Deliver infrastructure that are responsive to the community's needs **Environmental** 2.4 Enhance the built environment 2.4.1 Maintain and beautify urban areas. 2.4.2 Support and promote public art initiatives 2.4.3 Provision of sustainable infrastructure that is adaptive to changing needs, suitability, betterment and funding levels. **Economic** 3.2 Our community values its history and tourism 3.2.1 Increase tourism and visitor spend

	3.2.4 Showcase our open space, recreation and cultural facilities **Civic Leadership** 4.2 Our community is supported by a strong and resilient Council that is responsive to its needs 4.2.2 Inform and empower community input into decision making 4.2.3 Our community has access to Council information, services and facilities
FINANCIAL IMPLICATION	- Significant – project budget is $8.1M - Council has secured $2.99 million in funding from the State Government - Council has secured $4.191 million in funding from the Federal Government Community raised funds for a heated swimming pool in Hay - $320,397
LEGISLATIVE IMPLICATION	Local Government Act 1993
POLICY IMPLICATION	Asset Management Strategy and Policy
ASSET IMPLICATION	Major – the swimming pools are at the end of their useful life
RISK IMPLICATION	Major – Financial and Reputational

RECOMMENDATION

That Council notes the information provided and the actions being undertaken.

C8 - Circulars and other Government Correspondence

REPORTING OFFICER	General Manager
ATTACHMENTS	*(i) Local Government Remuneration Tribunal letter, dated 16 October 2025 + Appendices* *(ii) NSW Country Mayors Association media release, dated 31st October 2025* *(iii) Letter from Minister Kristy McBain, dated 21st November 2025* *(iv) NSW Government – Regional Water Strategy – Murrumbidgee – Executive Summary + Implementation Plan, dated December 2025* *(v) NSW Country Mayors Association media release, dated 3rd December 2025*

INTRODUCTION

Update on various Office of Local Government (OLG) Circulars and other NSW Government advice.

COMMENTARY

Various Office of Local Government (OLG) Circulars and other NSW Government advice have been recently provided to Council:

(i) Local Government Remuneration Tribunal letter, dated 16 October 2025 + Appendices

The Local Government Remuneration Tribunal is calling for submissions regarding the setting of councillor fees for 2026/27 year.

(ii) NSW Country Mayors Association media release, dated 31st October 2025

The NSW Country Mayors Association has put out a media release regarding the Federal Government proposal around the setting of speed limits for non-posted speed roads. It appears the State Government position it does not support the proposal; it would rather concentrate on other methods to reduce the road toll.

(iii) Letter from Minister Kristy McBain, dated 21st November 2025

Minister McBain has written regarding the Federal Government has recommenced the parliamentary inquiry in local government sustainability. The inquiry will also identify how funding arrangements affect local governments' ability to deliver services and invest in infrastructure and explore how to overcome barriers to infrastructure service delivery. Council has previously provided a submission to the inquiry.

(iv) (NSW Government – Regional Water Strategy – Murrumbidgee – Executive Summary + Implementation Plan, dated December 2025

After extensive consultation, the State Government has released the Murrumbidgee Regional Water Strategy. It is an interesting read and has some positives for Hay, particularly around Priority 3: Support sustainable economies and communities.

(v) NSW Country Mayors Association media release, dated 3rd December 2025
The NSW Country Mayors Association has put out a media release regarding backing Dr. McGirr's Rural Health Action Plan. The Plan is a practical and sensible approach to improving health care in rural areas.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Civic Leadership** 4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.2 Monitor and evaluate Council's strategic planning documents 4.1.3 Be environmentally responsible in decision making 4.1.4 Council will seek to continuously improve 4.2 Our community is supported by a strong and resilient Council that is responsive to its needs 4.2.1 Provide an advocacy role on behalf of the community 4.2.2 Inform and empower community input into decision making 4.2.3 Our community has access to Council information, services and facilities 4.3 Our Council is inclusive and sustainable 4.3.1 Enable an engaged workforce with suitable skills, available in the right place at the right time 4.3.2 Build a strong, collaborative, and supportive team culture 4.3.3 Ensure a financially sound Council that is responsible and sustainable
FINANCIAL IMPLICATION	Major – majority of risk identified Council is unable to have insurance cover.
LEGISLATIVE IMPLICATION	Local Government act 1993 Local Government (General) Regulation 2005 Environmental Planning & Assessment Act 1979 Companion Animals Act 1998
POLICY IMPLICATION	Nil
ASSET IMPLICATION	Nil
RISK IMPLICATION	Minimal

RECOMMENDATION

That Council notes the information provided in the report.

Local Government Remuneration Tribunal

Ref: A8247184

To Mayors/General Managers

via email to Councils

Dear Mayors/General Managers,

I write to advise that the Local Government Remuneration Tribunal (the Tribunal) has commenced its review for the 2026 Annual Determination.

Fees

As outlined in section 241 of the *Local Government Act 1993* (LG Act), the Tribunal is required to make an annual determination on the fees payable to Councillors and Mayors. The 2026 Annual Determination is to take effect from 1 July 2026.

The maximum and minimum fee levels for each category will be assessed by the Tribunal as part of the 2026 review process.

Categorisation

Section 239 of the LG Act requires the Tribunal to determine the category of councils and mayoral offices at least once every three years.

The Tribunal last undertook a review of the categories and the allocation of councils into each of these categories in 2023. Therefore, the Tribunal will undertake a review of the categories, as part of the 2026 review.

Each of the 138 councils are allocated into one of the following 14 categories:

Metropolitan	*Non-metropolitan*	*County Councils*
Principal CBD	Major Regional City	Water
Major CBD	Major Strategic Area	Other
Metropolitan Large	Regional Strategic Area	
Metropolitan Medium	Regional Centre	
Metropolitan Small	Regional Rural	
	Rural Large	
	Rural	

The criteria for each of the categories is outlined in Appendix 1 of the 2025 Annual Determination. A copy of Appendix 1 of the 2025 Annual Determination is attached to this letter.

Submissions

The Tribunal invites submissions from individual councils in respect to categorisation, fees and any general matters as part of this review. **It is expected that submissions are endorsed by their respective council.**

Level 8, 52 Martin Place, Sydney NSW 2000
■ GPO Box 5341, Sydney NSW 2001 ■ www.remtribunals.nsw.gov.au

Any submission that Council may wish to make should be received no later than **18 December 2025** and should be emailed to remunerationtribunals@premiersdepartment.nsw.gov.au, attention Joanne Nava.

2025 Annual Determination
In 2025, the Tribunal determined a 3% increase to the maximum and minimum fees, effective 1 July 2025.

In September 2025, the Tribunal also made a special determination relating to the appointed councillors and chairperson for Central Darling Shire Council, in accordance with clause 12(2)(b), Schedule 11 of the LG Act.

A copy of the Tribunal's 2025 Annual Determination can be found at the following link: https://www.remtribunals.nsw.gov.au/local-government/current-lgrt-determinations.

Please note that any material provided to the Tribunal may be made available under the *Government Information (Public Access) Act 2009.*

As part of the annual review the Tribunal will seek to meet with Local Government NSW, as it does each year, to receive a sector wide view for the local government sector in NSW.

If you require any further information, please email remunerationtribunals@premiersdepartment.nsw.gov.au.

Yours sincerely

Joanne Nava
Remuneration Tribunal Secretariat
16 October 2025

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

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Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

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Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding $300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

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Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding $200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

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Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding $100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

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Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than $150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development
- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region

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- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding $250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

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Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding $250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

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Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding $100M per annum
- the highest rates of population growth in regional NSW
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

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Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

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Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

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Rural

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.

MEDIA RELEASE

31 October 2025

NSW Country Mayors oppose Federal Speed limit lowering proposal

Rural, regional and remote Councils in NSW are unilaterally opposed to the Federal Government's proposal for a blanketed 30 kilometre per hour reduction of default speed limits outside built-up areas, according to Country Mayors Association of NSW (CMA) Chairman, Mayor Rick Firman OAM.

Submissions are currently being received and will inform a final Regulatory Impact Analysis about proposed changes to the Australian Road Rules. "Fortunately, the State Governments set their road rules and the Federal Government's recommendations are just that," Mayor Firman said.

"Speed kills and like the Australian Government, we acknowledge that. The desire to reduce deaths and injuries on our roads is something we all share. However, the proposal to reduce the 'default' speed limit from 100km/hr to as little as 70km/hr and the application of a lower speed limit for unsealed roads is beyond excessive and lacks genuine consideration for key concerns for those who actually drive the roads where default speed limits apply. Additionally, the data cited by the Government is broad and does not specifically refer to unposted or unsealed roads."

Another major cause of motoring deaths is driver fatigue. The CMA Board and Members expect that speed limits reduced by as much as has been proposed could increase incidents of driver fatigue because trip duration would be longer.

"Lowering default speed limits will obviously increase travel times, exacerbating the tyranny of distance issues that impact on those living in smaller towns and villages, increasing their sense of isolation. This undermines efforts to promote regional liveability and population growth. They're talking about increasing the travel time to medical attention by 20-30 percent. That could have critical, even life-threatening outcomes and impact quality of life, with rural residents likely to reconsider some medical appointments when facing such as increase to the travel time," Mayor Firman said.

Road freight is another common area of concern. Slower travel speeds will increase costs for producers and freight operators, reduce supply chain efficiency, and potentially raise prices for consumers. The NSW Freight Data Hub shows that freight productivity is directly linked to travel time reliability and road condition. The consequences of a significantly lower default speed limit would be renewed pressure on truck driver to drive for longer and a greater push for increased truck tonnage allowances, resulting in negative impacts on the road conditions," he said.

"Our CMA communities do not accept that the current standard of our roads is all we can expect or deserve. A lowering of the default speed limit would suggest that the Australian Government thinks otherwise."

"Our CMA members have advised that the extent of the proposed speed reduction, absence of any consideration of the need for improved rural road infrastructure funding, risks undermining community confidence in the legitimacy of speed management proposals. There are concerns that policing resources would be over-burdened because few in remote areas would respect such as excessive speed reduction. A one-size-fits-all approach to default speed limits for rural roads could be seen as so ridiculous by road users that Country Mayors anticipates low compliance expectations."

"Default speed limits generally apply to local roads, which are the responsibility of Local Government. Councils are not in a financial position to meet the costs associated with implementation, therefore the Australian Government will need to inject significant resourcing for the implementation of the proposed speed limit reductions, for signage, education campaigns and more" Mayor Firman said.

"Our CMA Board and Members are very disappointed, to be frank, at what appears to be an alarming disconnect between our Australian Government and the real-world experience of using our rural, remote and regional roads. Our Board and Members have made submissions opposing the lowering of default speed limits and we appreciate the opportunity to do so. We trust these submissions will enlighten those behind this excessive and unrealistic proposal and encourage them to rethink it," Mayor Firman said.

"CMA is encouraged, however, that in discussions with our NSW Minister for Roads and Minister for Regional Transport the Hon. Jenny Aitchison MP, she has assured us that this is just one part of the process and the NSW Government will genuinely consult with Councils and communities before any change to NSW road rules are considered," he said.

Caption: CMA Chairman and Temora Shire Mayor Rick Firman OAM.

Contacts: Mayor Rick Firman OAM, CMA Chairman: 0429 204 060
Mr Gary Fry, CMA Secretariat, Mobile: 0427 008 572 Email: admin@nswcountrymayors.com.au

The Hon Kristy McBain MP

Minister for Emergency Management
Minister for Regional Development, Local Government and Territories
Member for Eden-Monaro

Dear Mayor

I am pleased to advise that on 4 November 2025, I referred the matter of local government funding and fiscal sustainability to the House of Representatives Standing Committee on Regional Development, Infrastructure and Transport (the Committee). My referral allows the Committee to build on the previous inquiry into local government sustainability which lapsed with the Federal election in May 2025.

I am delighted that the Committee has announced that it will continue this important work through the new inquiry into Local Government Funding and Fiscal Sustainability (the Inquiry). The Terms of Reference (TOR) for this Inquiry have a sharper focus on the financial sustainability of local governments, including the interactions between levels of governments, funding sources and the impact and effectiveness of those sources.

The Committee will consider evidence already presented from the previous inquiry, but is also calling for additional or updated submissions to explore these new areas of focus. While there is no need to resubmit any previous submissions, I encourage anyone who may have more to add to the Inquiry given its revised terms of reference to consider making a submission. Written submissions may be provided to the Inquiry until **3 February 2026**.

For the TOR and more information regarding the Inquiry, including how to make a submission, please visit the Parliament of Australia website at: www.aph.gov.au/Parliamentary_Business/Committees/House/Regional_Development_Infrastructure_and_Transport/LocalGovernmentFunding. Any questions relating to written submissions process should be directed to the Committee Secretariat at: rdit.reps@aph.gov.au.

I look forward to receiving the Committee's final report and recommendations and continuing to deliver on the Government's commitment to supporting a strong and sustainable local government sector.

Yours sincerely

Kristy McBain MP

21 /11/2025

Parliament House, Canberra ACT 2600 Tel: 02 6277 7060 | Email: minister.mcbain@mo.regional.gov.au
Electorate Offices: PO Box 214, Queanbeyan NSW 2620 Tel: 02 6284 2442 | PO Box 1233, Bega NSW 2550 Tel: 02 6492 0542

Department of Climate Change, Energy, the Environment and Water

dcceew.nsw.gov.au

Regional Water Strategy

Murrumbidgee – Executive Summary

December 2025

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More information water.dpie.nsw.gov.au/plans-and-programs/regional-water-strategies

Acknowledgements

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HAY SHIRE COUNCIL

Acknowledging Aboriginal people

The NSW Government acknowledges the Traditional Owners and Custodians of the lands, water, sea and Country. We pay respect to Elders past and present, and future leaders.

We recognise Australian Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to place and their rich contribution to society.

We show our respect through thoughtful and collaborative approaches to our work. We seek to demonstrate our ongoing commitment to providing places where Aboriginal peoples and communities are included socially, culturally and economically to self-determine their own futures.

The NSW Government acknowledges the Barapa Barapa, Nari Nari, Ngarigu, Ngunnawal/Ngunawal, Mutthi Mutthi, Wadi Wadi, Wemba Wemba, Wiradjuri, Wolgalu and Yita Yita people as having an intrinsic connection with the lands and waters of the Murrumbidgee Regional Water Strategy area. The landscape and its waters provide the Aboriginal people with essential links to their history and help them maintain and practice their traditional culture and lifestyle.

We recognise the Traditional Owners as the first managers of Country. Incorporating their culture and knowledge into management of water in the region is a significant step towards closing the gap.

Under this regional water strategy, we seek to establish meaningful and collaborative relationships with Aboriginal people. We will seek to shift our focus to a Country-centred approach; respecting, recognising and empowering cultural and traditional Aboriginal knowledge in water management processes at a strategic level.

We show our respect for Elders past and present through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places where Aboriginal people are included socially, culturally and economically.

As we refine and implement the Murrumbidgee Regional Water Strategy, we commit to helping support the health and wellbeing of waterways and Country by valuing, respecting and being guided by Aboriginal people who know that if we care for Country, it will care for us.

We acknowledge that further work is required under this regional water strategy to inform how we care for Country, and ensure Aboriginal people/Traditional Owners hold a strong voice in shaping the future for all communities.

Artist and designer Nikita Ridgeway from Aboriginal design agency, Boss Lady Creative Designs, created the People and Community symbol.

The Murrumbidgee region

The Murrumbidgee region (Figure 1) lies towards the geographic bottom of NSW and has the third-longest river in Australia. It includes stunning natural landscapes that change from alpine terrain in the east to riverine plains in the west. The region is home to many thriving regional centres and communities, productive agricultural land, hydroelectricity, and nationally important wetlands such as Fivebough and Tuckerbil wetlands.

The region is located within the traditional lands of the Barapa Barapa, Nari Nari, Ngarigu, Ngunnawal/ Ngunawal, Mutthi Mutthi, Wadi Wadi, Wemba Wemba, Wiradjuri, Wolgalu and Yita Yita nations. These nations have been caretakers of the Murrumbidgee for over 60,000 years.

The Murrumbidgee region has access to surface water and good quality groundwater for towns, recreational use, cultural and environmental needs, and industry. Due to the region's highly variable climate, groundwater is an important water source for the region.

The Murrumbidgee region is no stranger to extreme weather events, experiencing extreme droughts over the past 120 years. Observed historical records indicate that persistent droughts have commonly and increasingly ended with significant rainfall events. These extreme events pose challenges for the region, its water resources and all water users.

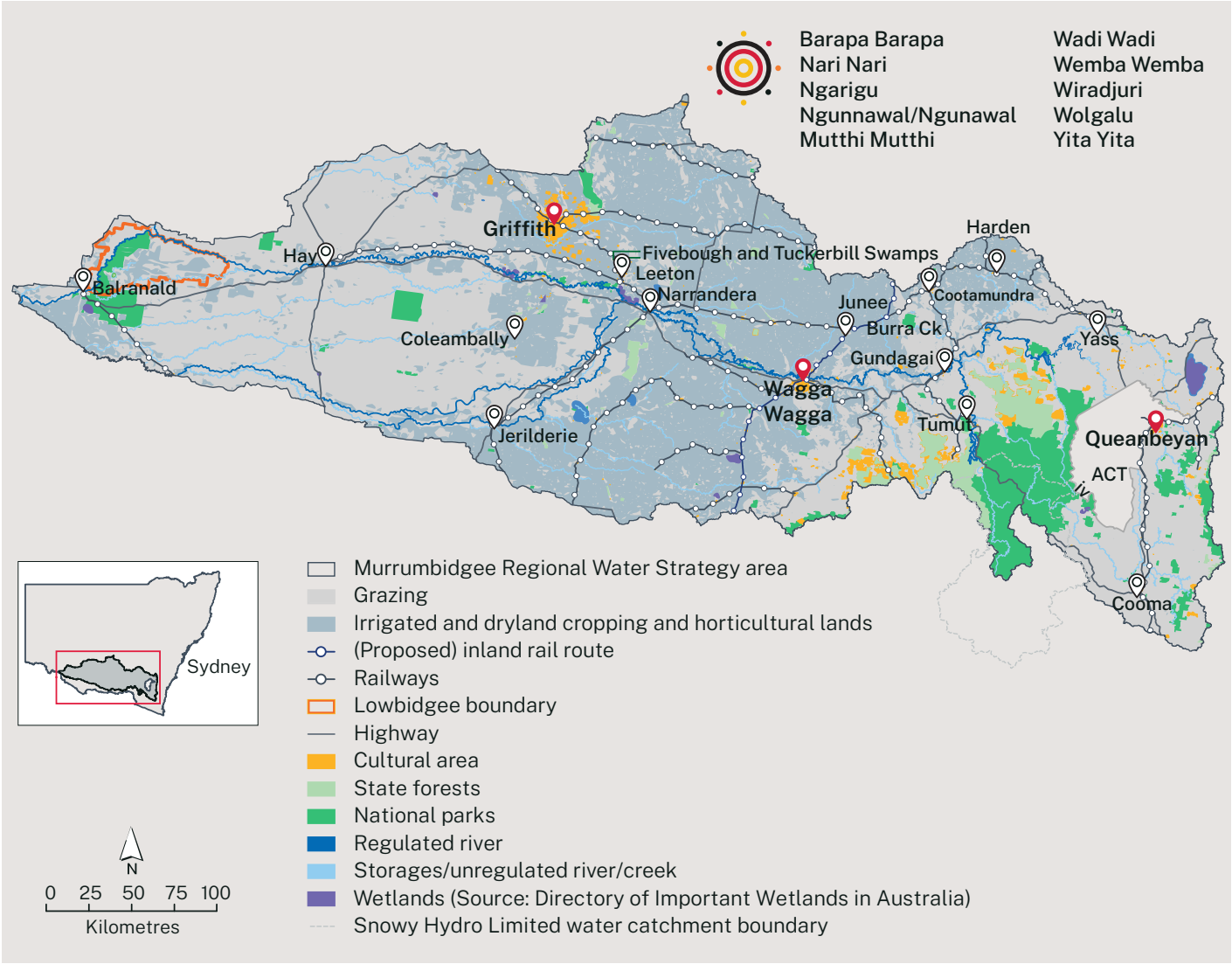
The Murrumbidgee region has also experienced significant flood events over the past 130 years of observed historical records. Flooding patterns are often sporadic. Several severe floods can occur in short succession, like the major floods in December 2010 and March 2012. Conversely, there have been long periods without significant flooding. Most of the Murrumbidgee region experienced a 19-year period, from 1991 to 2010 without any moderate or major floods.

The NSW Government is committed to the Murrumbidgee region having healthy, reliable and resilient water resources, so it remains a place where people want to live, work and visit – both now and for future generations. To do this, we need to make the best use of existing water resources, and prepare for future uncertainty presented by a more variable and changing climate.

Like other regions across Australia, the Murrumbidgee region faces a more variable and changing climate. We need to transition to a scenario where more can be done with less water, smarter decisions are made about water use and management (based on better knowledge and information) and important water needs are protected.

Image courtesy of Destination NSW. Wagga Wagga Township, NSW.

Figure 1. Map of the Murrumbidgee region HAY SHIRE COUNCIL



Environmental significance of the Murrumbidgee region

Water is a significant feature of the Murrumbidgee region's landscape and environment. Environmental assets play a crucial role in the region's liveability and provide recreational and tourism opportunities.

The region's river systems, floodplains, aquifers, swamps and wetlands provide habitat for many aquatic species, including birds and native fish. The Lower Murrumbidgee floodplain (known as the Lowbidgee) is a significant feature in the region, supporting the second largest red gum forest and colonial waterbird breeding sites in Australia. The Murrumbidgee is home to 2 internationally important wetlands and other nationally important wetlands and swamps. The Murrumbidgee waterways support several native aquatic species listed as threatened or endangered in NSW, including the Murray cod, Macquarie perch, Murray crayfish and Southern bell frog. The rivers and wetlands in the mid and Lower Murrumbidgee catchment play an important role in supporting groundwater-dependent ecosystems.

Economic significance of the Murrumbidgee region

Agricultural activities, particularly irrigated agriculture, are a cornerstone of the Murrumbidgee region's economy, significantly contributing to gross value added (GVA). The region plays a vital role in NSW's agricultural output, producing around 25% of its fruit and vegetables, 42% of its grapes and 50% of Australia's rice.[1] In 2018/19, agriculture added $1.8 billion to regional GVA. In 2016 the sector employed over 11,000 people – approximately 11% of total employment in the Murrumbidgee region – highlighting its crucial role in the local economy.[2] The diverse agricultural activities supported by both surface water and groundwater resources include everything from grazing and dryland cropping to high-value irrigated crops like cotton, rice, and horticulture.

Similarly, tourism in the Murrumbidgee region thrives on the health of its river systems and natural environment. The region attracted 3.7 million visitors in 2023–2024 (year ending March 2024), with tourism contributing $1.9 billion to the local economy.[3] Activities such as boating, fishing, camping and water sports are central to the tourist experience, revolving around the Murrumbidgee and Murray rivers. Additionally, local festivals and nature-based attractions like birdwatching and golf courses, which depend on irrigation, also draw visitors – emphasising the interconnectedness of healthy water resources, tourism and the local economy.

The renewable energy sector is another emerging contributor to the regional economy. The NSW Government has signalled its strong support for renewable energy and its intention to make NSW an 'energy superpower'. The Electricity Infrastructure Investment Act 2020 sets out a framework to coordinate investment in new generation, storage and network infrastructure.[4] The Act gives effect to the NSW Government's Electricity Infrastructure Roadmap and aims to encourage renewable energy projects in the region. As of 2021, the Murrumbidgee region is already home to major renewable energy operations, including the Snowy Mountains Scheme. There are also several large wind farms located on the southern tablelands in the Upper Murrumbidgee region around Yass and Bungendore. With significant investments in solar and wind energy projects underway, the Murrumbidgee region is poised to become a hub for renewable energy.

Purpose of the Murrumbidgee Regional Water Strategy

Pressure on water resources is increasing, and the climate is changing. We need to prepare our regions for the future now. Regional water strategies do this by bringing together the best and latest climate evidence with a wide range of tools and solutions to plan for and manage the water needs of regional NSW over the next 20 years.

The Murrumbidgee Regional Water Strategy will provide a long-term strategic plan to enable communities, the environment and industries to be better prepared for a future changing climate. This will help keep the Murrumbidgee region an attractive place to live, work and visit.

The Murrumbidgee Regional Water Strategy identifies the critical challenges we need to tackle over the coming decades. It also lays out the strategic priorities and actions to respond to these challenges and to provide a foundation to build resilience.

Meaningful engagement and a collaborative approach to planning and decision making will be key to achieving sustainable and equitable outcomes over the strategy's 20-year horizon and beyond.

We need to ensure that the Murrumbidgee Regional Water Strategy remains adaptable so we can meet the future needs of all water users and the environment and capitalise on future opportunities in the region.

What the future climate could be in the Murrumbidgee region

The future climate in the Murrumbidgee region is uncertain. It may be similar to what was experienced in the past, or it may be more variable. Analysis of different climate scenarios indicates that there could be hotter and longer droughts, higher evaporation rates, and more unpredictable rainfall events and variable river flows (Figure 2).

Ongoing planning for uncertainties and continued refining of water-related risks in the Murrumbidgee region is essential.

1. Available at: www.mdba.gov.au/basin/catchments/southern-basin-catchments/murrumbidgee-catchment
2. Custom data available at: www.remplan.com.au/economy
3. Riverina and Snowy Mountains regions statistics are available at: destinationnsw.com.au/insights/regional-statistics
4. Information about the NSW Electricity Strategy is available at: www.energy.nsw.gov.au/government-and-regulation/electricity-strategy

Figure 2. What the future climate could be in the Murrumbidgee region

More extreme events

Droughts **could become more frequent** and rainfall events **could potentially be more intense**.

Changing rainfall patterns

Shifts in seasonal rainfall could occur, with a tendency for **possible decreases in annual rainfall** – in the Upper Murrumbidgee catchment, by 2079 average winter rainfall **may possibly drop by 20%**. Average autumn rainfall **may possibly drop by 11%**, with very little reduction in summer and spring rainfall – in the regulated Murrumbidgee, by 2079 average winter and spring rainfall **may possibly drop by 17 to 18%.** Late summer rainfall **may potentially increase by over 30%**.

Higher temperatures

Potential for higher minimum and maximum temperatures, more hot days, less cold nights, decreased snowfall and snowmelt and **potentially more severe fire conditions** in the future.

Changes in river flows

On average, total volume of water flowing each year in the regulated and unregulated rivers **could reduce**.

Higher evapotranspiration

Average evapotranspiration could potentially increase by up around 4%, across the year.

Image courtesy of Destination NSW. Snowy Mountains, NSW.

The key challenges facing the Murrumbidgee region

We have identified 4 key challenges as immediate priorities for the region:

- balancing competing interests for water
- improving the health and resilience of ecosystems
- addressing barriers to Aboriginal people's water rights
- supporting existing and emerging industries and livelihoods.

Addressing these challenges will help us meet the vision and objectives we have set for the strategy.

Balancing competing interests for water

In the Murrumbidgee region, there are many, often competing, interests for water, including town water supply, the environment, electricity generation, irrigated agriculture, tourism and cultural needs. Balancing the interests of such diverse water uses and stakeholders is made possible by many, complex, inter-related governance and institutional arrangements that are overseen by multiple governments at state and federal levels.

Supporting sustainable use of water in the region will be challenging within a system where groundwater and surface water are fully allocated, and where water use to meet current and future demands is constrained by extraction limits. Further pressure on these resources will occur due to growing regional centres, changes in land uses and the growing and changing demand for water by existing and new industries.

Over the next 20 to 40 years, significant population growth is expected in the Queanbeyan-Palerang area, the Yass Valley and Wagga Wagga. Under a dry future climate scenario there may be a risk of future supply shortfalls for some towns, especially those that rely on surface water as their sole source of supply.

The delivery of consumptive and environmental water to the Lower Murrumbidgee region is impacted by the long distance from storages to end users, and channel constraints that lie between headwater storages and end users.

Changes in land use are also impacting water quality, with discharges from intensive agricultural farming and processing operations and poor catchment health collectively reducing the quality of raw water supplies.

Improving the health and resilience of ecosystems

Water infrastructure, river regulation and water extraction have influenced flow variability, temperature, water quality and the distribution of water throughout the region. Despite extensive water reform initiatives[5] to improve water for the environment, altered flow regimes continue to affect ecosystems in the Murrumbidgee region. Factors such as altered flows, physical and operational barriers, less frequent flooding, pollution and land clearing are affecting communities of native vegetation, waterbirds, fish and other aquatic animals (such as platypuses and turtles), including some threatened species.

This is particularly evident in the Upper Murrumbidgee River where average annual flows have been reduced to around 1% of what they were before the development of the Snowy Mountains Scheme. Outdated rules also mean that, the efficient management and delivery of water for the environment from the Snowy Mountains Scheme is heavily constrained. Parts of the upper catchment are now in poor or very poor condition, with weed infestation and habitat degradation prevalent throughout the catchment, accompanied by a significant loss of biodiversity.

Under a dry climate future, there could be further significant decreases in flows compared to those seen under the historical climate records. This could magnify the negative impacts on riverine and floodplain ecosystems and aquatic species, as well as constrain efforts to restore the health of key environmental assets along the Murrumbidgee system, including the mid-Murrumbidgee wetlands.

Sustaining and improving the health and resilience of aquatic and floodplain ecosystems across all climate scenarios will require more effective water management and use during wet, moderate and dry periods.

5. Initiatives established through the Murray–Darling Basin Plan i.e. Australian Government water buybacks and SDLAM projects, and programs such as the Reconnecting River Country Program and the Snowy Water Licence Review.

Addressing barriers to Aboriginal people's water rights

Aboriginal people in the Murrumbidgee region have always been closely linked to rivers, creeks and groundwater sources, and their relationship to these water sources and wetlands is essential to culture, community and connection to Country.

Existing water management arrangements, a lack of water ownership, and poor access to waterways and culturally important sites restrict Aboriginal people from fulfilling their cultural obligation to care for Country and fail to provide opportunities for Aboriginal people in the Murrumbidgee region. Involving Aboriginal people more closely in decision-making processes around water management could enrich and improve our water management decisions and provide employment and economic advancement opportunities for Aboriginal people, including youth.

Supporting existing and emerging industries and livelihoods

Agriculture, agribusiness and hydro-electricity are the major water-reliant industries in the Murrumbidgee region. The region's water resources also support tourism and manufacturing.

A key challenge for the region is to support existing industries and attract new, high-value industries within the context of a variable and changing climate and fully committed water resources. Changes within and between industries are altering the geographical use of water in the catchment, water trade patterns and seasonal water demand. While industries are expected to grow over the next 20 years and there is potential for future development in high-value industries, a shortage of reliable water supplies may hinder this growth.

During drought, reliance on groundwater can increase to support the region's industries and communities, but more needs to be known about the risks to groundwater systems under different climate projections and population growth scenarios to sustainably provide this drought support.

There are risks for agricultural water users downstream of major storages, where natural channel constraints and a lack of storage close to where water is used create challenges in the delivery of water when it is needed. This increases the risk of periods when demand outstrips supply in these agricultural areas.

There are also risks that further recovery of water for the environment by the Australian Government to meet targets in the Murray–Darling Basin Plan will have a particular impact on the agricultural sector and communities in the southern part of the Basin, including the Murrumbidgee region. The NSW Government recognises these potential risks and is working with communities and other governments to minimise them.

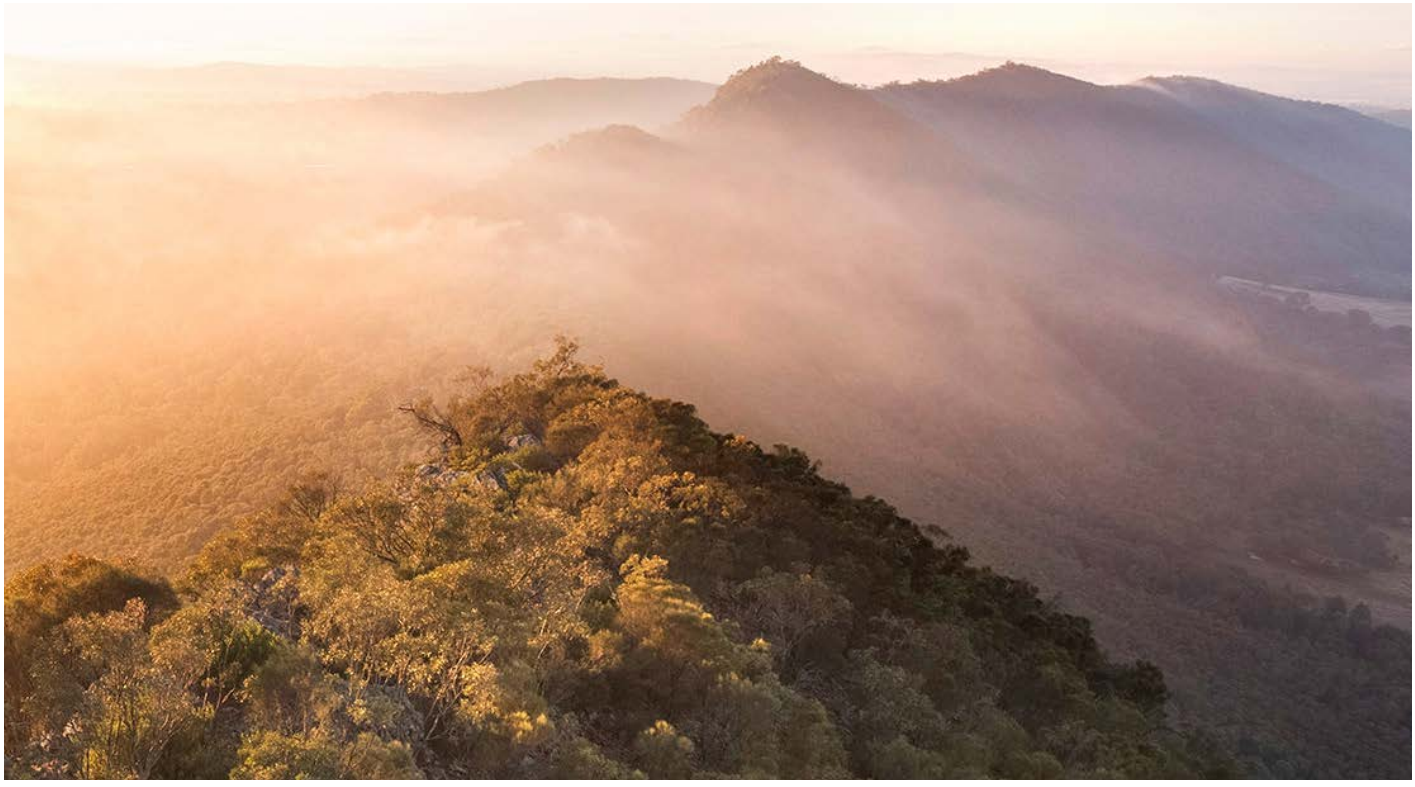


Image courtesy of Destination NSW. The Rock Nature Reserve – Kengal Aboriginal Place, Wagga Wagga.

A plan to secure water for the Murrumbidgee region

We need to prepare now for a future where water may come under even greater stress. By using the knowledge gained during drought, we can find smarter and better ways of making water go further so that communities, industries, and environmental and cultural assets can thrive.

There are limits on how much water can be taken from rivers and groundwater sources without causing short-term and long-term impacts, such as depriving other users of reasonable access to water or permanently damaging ecosystems. Surface water and groundwater resources in the Murrumbidgee region are fully committed, and there is a risk of reduced water availability in the long-term. This means that any new infrastructure, policy change or population growth that may result in additional water or improved security for one group of water users may lead to water being taken from another group or from the environment.

Getting the balance right means understanding the stresses on the region's water resources and natural environment and recognising the limits and trade-offs. While we may have to make some difficult choices, there are also opportunities for the region. These opportunities include delivering on the water rights for Aboriginal people, increasing town and on-farm water efficiency, restoring aquatic and floodplain habitats through innovative means, and developing alternative water supplies.

How the challenges will be addressed

There is no single solution that can address the challenges ahead. This strategy sets out 25 actions arranged under 4 priorities (Figure 3) to ensure the Murrumbidgee region is well-placed to meet future challenges.

Priority 1: Continue to improve water management

Effective water resource management in the Murrumbidgee region requires a holistic, integrated and evidence-based approach, involving the cooperation of various stakeholders, government bodies and the community. Continual improvement in management of water resources is required in the region to maintain ecosystem health, support agriculture and other industries, preserve cultural values and to safeguard the well-being of communities.

Priority 2: Improve river and catchment health

Improved catchment health in the Murrumbidgee region will support the environment, economy and liveability of our communities. It will have far-reaching advantages, ensuring sustainable water resources for communities and ecosystems, and considering the cumulative impacts of land use change on water management. To improve catchment health, our management systems and decision-making process need to use a holistic, whole-of-catchment approach.

Priority 3: Support sustainable economies and communities

In the future, the region is likely to experience higher water demand and increasing risks to the security of their water supplies from potentially declining water availability. This is in the context of a growing population and where agriculture, energy generation and tourism will remain important to the region's economy. This demand will put pressure on all water users, including the environment, and have flow-on impacts on the regional economy. It is vital to understand the risks and challenges to industries and communities to better manage water supply. It is also important that operational, planning and development decisions consider the likely reliability and security of future water supplies.

Priority 4: Manage water sustainably in the Upper Murrumbidgee catchment

The Upper Murrumbidgee catchment consists of urban, peri-urban, rural and natural upland/alpine landscapes. Its headwater is in the Kosciuszko National Park in the southwest and the river flows through the ACT in the middle reaches, before entering Burrinjuck Reservoir near Yass. There are many unregulated tributaries reliant on rainfall and snowmelt, and the river is a vital water source for communities, industries and the environment. The combination of flow diversions from the Snowy Mountains Scheme, development pressures and impacts of land-use practices require additional focus to be placed on this area.

Figure 3. NSW Murrumbidgee Regional Water Strategy: an overview of the strategy's vision, objectives, water security challenges and priorities

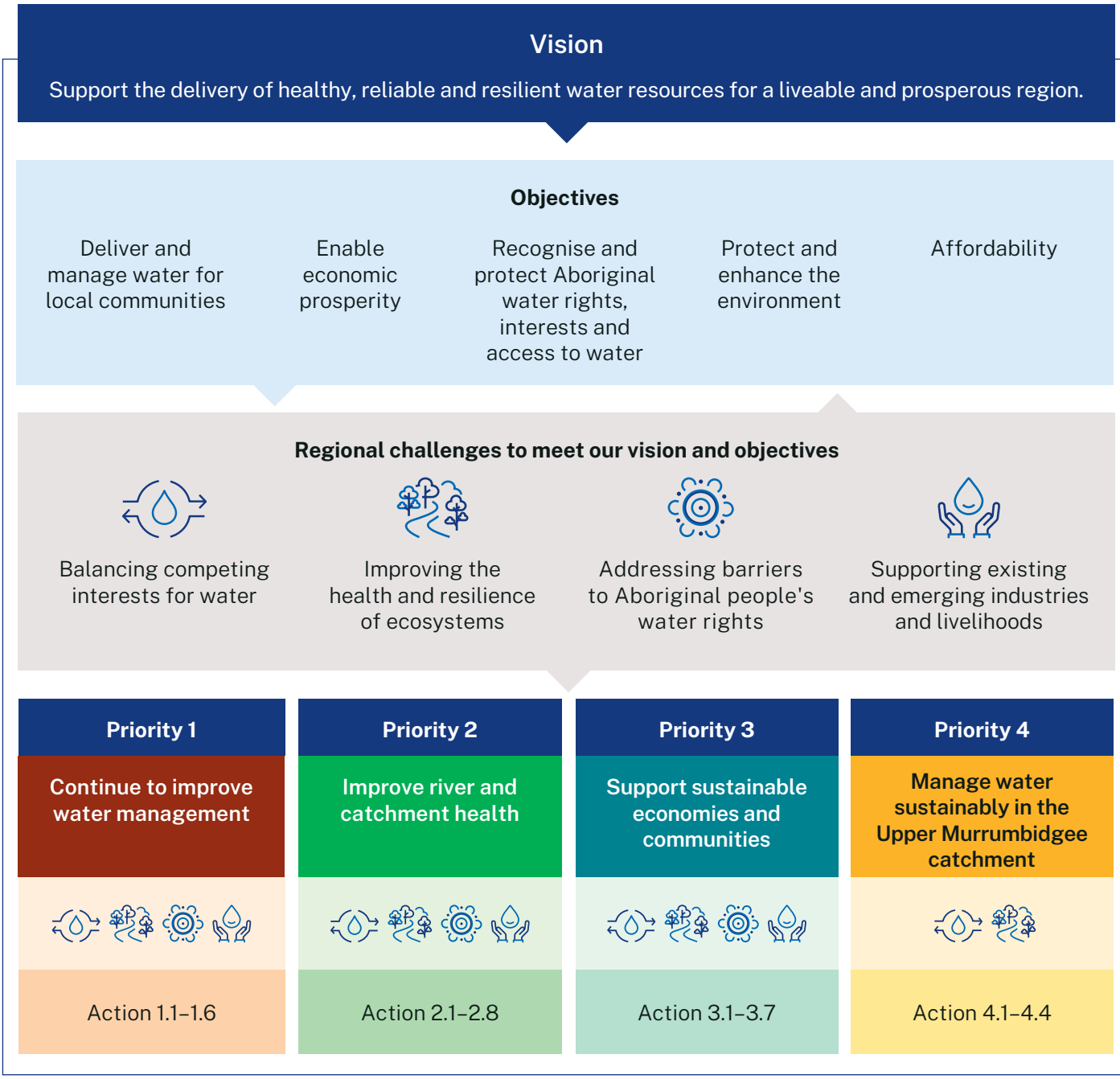


Figure 4. Summary of the Murrumbidgee Regional Water Strategy actions

- Improve understanding of groundwater sources, including interaction with surface water
- Review how groundwater can support secure and reliable access for towns
- Enhance groundwater modelling capabilities

Groundwater

- Undertake natural resource management activities
- Support ongoing river restoration in the Upper Murrumbidgee catchment
- Explore partnerships with the irrigation sector for environmental water delivery
- Snowy Water Licence Review and the integration of climate evidence in meeting environmental needs

Environment

- Increase participation in water management
- Support development of cultural watering plans
- Increase employment and business opportunities

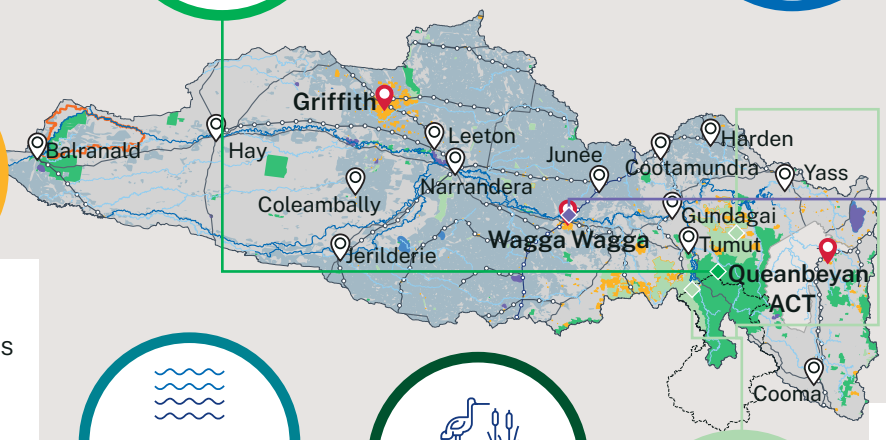
Aboriginal people

- Improve public information on water availability
- Integrate strategic land and water planning
- Improve consideration of water in strategic planning processes

Communities

- Manage salinity issues between surface water and groundwater
- Support efforts in addressing PFAS in Wagga Wagga borefields
- Adopt a catchment management approach to improve water quality

Water quality



Industry sustainability

- Review drought rules and aspects of the surface water allocation framework
- Improve adaptability to climate variability through governance arrangements and management responses
- Implement NSW commitments in the NSW Alternatives to Buybacks Plan

River management

- Investigate improvements to the flow regime in the Upper Murrumbidgee
- Manage delivery risks in the regulated Murrumbidgee River

Floodplains

- Support the development and implementation of the Murrumbidgee Floodplain Management Plan and address floodplain structures

Instream Habitats

- Mitigate the impact of infrastructure on native fish
- Investigate cold water pollution

Towns

- Support towns and local water utilities to understand and manage the risk of future water supply shortfalls
- Address sustainable population growth pressures in the Upper Murrumbidgee catchment

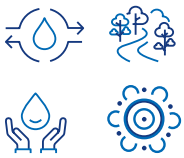
Legend:

- Murrumbidgee Regional Water Strategy area
- Grazing
- Irrigated and dryland cropping and horticultural lands
- (Proposed) inland rail route
- Railways
- Lowbidgee boundary
- Highway
- Cultural area
- State forests
- National parks
- Regulated river
- Storages/unregulated river/creek
- Wetlands (Source: Directory of Important Wetlands in Australia)
- Snowy Hydro Limited water catchment boundary

Figure 5. Priorities and actions to address the region's key challenges

Challenges in the Murrumbidgee region			
Balancing competing interests for water	Improving the health and resilience of ecosystems	Addressing barriers to Aboriginal people's water rights	Supporting existing and emerging industries and livelihoods

Priority	Actions	Challenges addressed
Priority 1: Continue to improve water management	**Action 1.1:** Improve understanding and management of groundwater sources	
	Action 1.2: Improve strategic water management and decision-making frameworks by incorporating new climate and modelled data	
	Action 1.3: Continue to build the climate evidence base for the next Snowy Water Licence Review	
	Action 1.4: Strengthen the role of Aboriginal people in water management	
	Action 1.5: Better integrate strategic land use and water planning	
	Action 1.6: Improve operation of the regulated Murrumbidgee River system	
Priority 2: Improve river and catchment health	**Action 2.1:** Rehabilitate ecologically and culturally important sites within the mid and lower catchment	
	Action 2.2: Encourage expanding the current partnership arrangements with the irrigation sector to allow for increased environmental water delivery to public and private lands	
	Action 2.3: Mitigate the impact of infrastructure on native fish	
	Action 2.4: Support the development and implementation of Murrumbidgee and Billabong Creek Floodplain Management Plans (FMPs) and address floodplain structures	

Priority	Actions	Challenges addressed
Priority 2: **Improve river and catchment health**	**Action 2.5:** Continue to expand and update groundwater data collection and modelling to improve groundwater knowledge in the Murrumbidgee region	
	Action 2.6: Adopt a catchment management approach to improve water quality in the Murrumbidgee region	
	Action 2.7: Support delivery of cultural outcomes and how cultural values are identified for Aboriginal people	
	Action 2.8: Implement Phase 1 of the Reconnecting River Country Program Murrumbidgee Project and seek agreement with the Australian Government to deliver Phase 2	
Priority 3: **Support sustainable economies and communities**	**Action 3.1:** Develop and enable employment and business opportunities for Aboriginal people	
	Action 3.2: Support groundwater use for towns and communities	
	Action 3.3: Investigate innovative ways to improve run-off in water supply catchments	
	Action 3.4: Support towns and local water utilities to understand and manage their future water security risks	
	Action 3.5: Implement NSW's commitments in the NSW Alternatives to Buybacks Plan	
	Action 3.6: Improve public access to climate information and water availability forecasts	
	Action 3.7: Improve awareness of the Murrumbidgee Cultural Access Licence	

Priority	Actions	Challenges addressed
Priority 4: **Manage water sustainably in the Upper Murrumbidgee catchment**	**Action 4.1:** Support improving governance and coordination arrangements for the Upper Murrumbidgee River catchment	
	Action 4.2: Support on-going river restoration activities in the Upper Murrumbidgee catchment	
	Action 4.3: Improve the flow regime for the Upper Murrumbidgee River	
	Action 4.4: Address pressures to sustainable population growth in the Upper Murrumbidgee catchment	

Image courtesy of Destination NSW. Yass River, NSW.

HAY SHIRE COUNCIL

Implementing the strategy

A critical feature of developing the Murrumbidgee Regional Water Strategy was deciding which actions and investments are needed now, and which will be needed in the future. With a 20-year timeframe, the Murrumbidgee Regional Water Strategy aims to time various actions to meet existing challenges, identify and prepare for coming challenges, and lay the groundwork for adapting to future uncertainties and evolving circumstances.

The strategy has a separate implementation plan[6] that outlines sub-actions that will be delivered in the first 5 years after the strategy is published. The implementation plan only focuses on sub-actions that are underway or planned (and funded) for delivery within 5 years by the implementation partners in this time period.

As funding is secured the implementation plan may be reviewed to accelerate delivery.

The implementation plan also outlines responsibilities for delivery, so that the department can monitor the progress of the actions, assess the effectiveness of the strategy and identify areas that need adapting.

The implementation plan identifies the key partners involved in delivering the actions.

- NSW Government agencies will lead the implementation of actions that develop and review policies and regulatory arrangements, in consultation with the community, undertake research, deliver regional programs and take action when there is need for government intervention (e.g. a market failure). The NSW Government will also support local water utilities when needed.
- Local governments will be involved in actions that influence town water supply at the local level and will lead actions directly related to local-level strategic planning.
- State-owned corporations, such as WaterNSW, will be involved in actions that result in changes to the design, operation and management of major infrastructure and the way water is delivered in regulated rivers.
- Community and industry groups and research organisations will be engaged in the implementation process, and may partner with different levels of government to progress or deliver certain actions.

6. The implementation plan for the Murrumbidgee Regional Water Strategy is PUB25/628. Available at: water.dcceew.nsw.gov.au/our-work/plans-and-strategies/regional-water-strategies-program/murrumbidgee-regional-water-strategy

Image courtesy of James Maguire, NSW Department of Climate Change, Energy, the Environment and Water. Piggery Lake, NSW.

Department of Climate Change, Energy, the Environment and Water

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Regional Water Strategy

Murrumbidgee – Implementation Plan

December 2025

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More information water.dpie.nsw.gov.au/plans-and-programs/regional-water-strategies

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HAY SHIRE COUNCIL

Acknowledging Aboriginal people

The NSW Government acknowledges the Traditional Owners and Custodians of the lands, water, sea and Country. We pay respect to Elders past and present, and future leaders.

We recognise Australian Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to place and their rich contribution to society.

We show our respect through thoughtful and collaborative approaches to our work. We seek to demonstrate our ongoing commitment to providing places where Aboriginal peoples and communities are included socially, culturally and economically to self-determine their own futures.

The NSW Government acknowledges the Barapa Barapa, Nari Nari, Ngarigu, Ngunnawal/Ngunawal, Mutthi Mutthi, Wadi Wadi, Wemba Wemba, Wiradjuri, Wolgalu and Yita Yita people as having an intrinsic connection with the lands and waters of the Murrumbidgee Regional Water Strategy area. The landscape and its waters provide the Aboriginal people with essential links to their history and help them maintain and practice their traditional culture and lifestyle.

We recognise the Traditional Owners as the first managers of Country. Incorporating their culture and knowledge into management of water in the region is a significant step towards closing the gap.

Under this regional water strategy, we seek to establish meaningful and collaborative relationships with Aboriginal people. We will seek to shift our focus to a Country-centred approach; respecting, recognising and empowering cultural and traditional Aboriginal knowledge in water management processes at a strategic level.

We show our respect for Elders past and present through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places where Aboriginal people are included socially, culturally and economically.

As we refine and implement the Murrumbidgee Regional Water Strategy, we commit to helping support the health and wellbeing of waterways and Country by valuing, respecting and being guided by Aboriginal people who know that if we care for Country, it will care for us.

We acknowledge that further work is required under this regional water strategy to inform how we care for Country, and ensure Aboriginal people/Traditional Owners hold a strong voice in shaping the future for all communities.

Artist and designer Nikita Ridgeway from Aboriginal design agency, Boss Lady Creative Designs, created the People and Community symbol.

Implementing the Murrumbidgee Regional Water Strategy

The Murrumbidgee Regional Water Strategy charts the NSW Government's long-term vision and direction for delivering sustainable and resilient water services and contains 25 actions to address the key water challenges of the region over the next 20–30 years. The strategy sets out sub-actions required to achieve each action, and this implementation plan identifies funded sub-actions for delivery now.

Funded sub-actions are works that are underway or planned (and funded) for delivery within 5 years by implementation partners. Unfunded longer-term sub-actions specified in the Murrumbidgee Regional Water Strategy will be carried out when funding becomes available:

- **funded sub-actions** are works that are underway or planned (and funded) for delivery within 5 years by implementation partners
- **currently unfunded sub-actions** are works that are expected to be required within a 5–20-year timeframe but are not currently planned or funded by implementation partners.

This phased implementation is based on NSW Government's capacity to deliver. We have heard from stakeholders that most actions in the strategy should be a priority, however, not all sub-actions can be progressed at once, and funding is a key consideration in planning when and how the actions will be implemented.

Work has already commenced on many of the strategy's sub-actions.

The Murrumbidgee Regional Water Strategy has been designed to be adaptive. This means we will update the strategy and implementation plan to respond to changing circumstances and priorities.

About this implementation plan

Only funded sub-actions are included in this implementation plan because it focuses on the first 5 years of implementing the Murrumbidgee Regional Water Strategy.

For a full list of all sub-actions, please refer to the Murrumbidgee Regional Water Strategy: www.water.dcceew.nsw.gov.au/our-work/plans-and-strategies/regional-water-strategies-program/murrumbidgee-regional-water-strategy

The implementation plan identifies the lead agency responsible for delivering each sub-action. This allows us to better:

- monitor the progress of actions
- assess the effectiveness of the strategy
- identify areas for improvement.

Implementation partners

To effectively implement the actions, the NSW Department of Climate Change, Energy, the Environment and Water (NSW DCCEEW – Water) will work with a diverse group of partners that include the following government agencies, local government, community and industry groups and individuals:

- NSW Department of Climate Change, Energy, the Environment and Water – Conservation Programs, Heritage and Regulation (NSW DCCEEW – CPHR)
- Department of Primary Industries and Regional Development – Fisheries (DPIRD – Fisheries)
- Department of Primary Industries and Regional Development – Local Land Services (DPIRD – LLS)
- Department of Primary Industries and Regional Development – Regional Aboriginal Partnership Outcomes (DPIRD – RAPO)
- Department of Planning, Housing and Infrastructure – Planning (DPHI – Planning)
- Asset owners
- Australian Government
- Snowy Hydro Limited
- Local water utilities
- WaterNSW
- Australian Government Department of Defence
- NSW Office of the Cross Border Commissioner.

HAY SHIRE COUNCIL

Monitoring, evaluation and progress reporting

The strategy and the implementation plan are intended to adapt to the dynamic nature of water management in the Murrumbidgee region. Progress of funded short-term sub-actions will be regularly evaluated by the department by liaising with lead agencies and recognised supporting and co-lead agencies. Any changes due to variables such as climate cycles, population change, funding availability, and other short- and medium-term events may impact on the implementation of actions and sub-actions.

Reading the implementation plan

The Murrumbidgee Regional Water Strategy is the result of significant analysis and community engagement and builds on a range of existing commitments and work already underway.

The following tables outline funded sub-actions already underway or planned (and funded) by implementation partners for the Murrumbidgee region.

The table includes:

- priorities
- actions
- sub-actions.

The priorities address the challenges in the region and aim to improve our readiness to adapt to a more variable climate.

The actions address the priority areas and aim to achieve both short-term and longer-term outcomes. Actions include policy, planning, behavioural, regulatory, technology and infrastructure solutions.

Funded sub-actions include works underway or planned for delivery within 5 years by delivery partners. Funded sub-actions will achieve short-term outcomes and contribute to longer-term outcomes. Unfunded sub-actions are not included in the implementation plan.

The NSW Government agency or partner identified as responsible for delivering each program in the strategy is listed as ‘lead’ under each sub-action in the implementation tables.

Image courtesy of Destination NSW. Goobarragandra River, Tumut.

Priority 1

Continue to improve water management

Action	Funded sub-actions	Lead
Action 1.2: **Improve strategic water management and decision-making frameworks by incorporating new climate and modelled data**	1.2.1 Review and update water sharing plans for the Murrumbidgee region[1] using new climate data and information.	NSW DCCEEW – Water
	1.2.2 Review aspects of the surface water allocation framework to improve adaptability to climate variability for different water availability conditions. 1.2.2.a Investigate changes to minimum inflows.	NSW DCCEEW – Water
	1.2.4 Continue to work with Murray–Darling Basin Authority (MDBA) on the Water Market Reform Roadmap recommendation to investigate impacts of carryovers. Subject to Australian government funding.	NSW DCCEEW – Water
Action 1.3: **Continue to build the climate evidence base for the next Snowy Water Licence Review**	1.3.1 Establish formal interjurisdictional data-sharing agreements to: • facilitate the exchange of model input data, ensuring seamless collaboration for ongoing model refinements and climate evidence integration • agree on an approach to incorporate climate change into the modelling. This sub-action is subject to securing funding.	NSW DCCEEW – Water
	1.3.3 Implement recommended actions from the 10-Year Snowy Water Licence Review, that are tested and developed using the new integrated modelling, where appropriate, to adapt the licence to changing climate conditions. This sub-action is subject to securing funding.	NSW DCCEEW – Water

1. The unregulated and regulated water sharing plans of the Murrumbidgee region are due for renewal in 2025 and 2026 respectively. This provides an opportunity to consider the new climate data in these reviews. The various groundwater water sharing plans covering the Murrumbidgee region are due for replacement in 2030 and the new climate data could be incorporated into these plans as well.

Action	Funded sub-actions	Lead
Action 1.4: **Strengthen the role of Aboriginal people in water management**	1.4.1 Continue to implement Priority 2 of the NSW Water Strategy to strengthen the role of Aboriginal people in water planning and management with future actions to be guided by the NSW Aboriginal Water Strategy.	NSW DCCEEW – Water
	1.4.2 Continue the current NSW Regional Aboriginal Water Committee (RAWC) model of engagement through to at least the end of June 2026, and seek RAWC member views on preferences for a model beyond June 2026.	NSW DCCEEW – Water
	1.4.3 Explore how Aboriginal people want to be represented on the Murrumbidgee Environmental Water Advisory Group (EWAG) and the Snowy Advisory Committee (SAC), and how their priorities may be represented in annual and long-term environmental water planning.	NSW DCCEEW – CPHR
	1.4.4 Continue to collaborate with Aboriginal people in a culturally appropriate way to understand and identify programs needed for their communities.	NSW DCCEEW – Water
Action 1.5: **Better integrate strategic land use and water planning**	1.5.1 Assess the region's water demand considering population growth and regional development trends (including for the ACT) to identify shifts in water needs.	NSW DCCEEW – Water DPHI – Planning
	1.5.2 Evaluate potential flood risks by analysing new developments and changes in land use that could increase vulnerability to flooding.	DPHI – Planning
	1.5.5 Continue to review and update local government and state government water and land use planning frameworks to ensure alignment. Including improved involvement of local water utilities and county councils in the planning approval process.	NSW DCCEEW – Water DPHI – Planning
Action 1.6: **Improve operation of the regulated Murrumbidgee River system**	1.6.1 Progress the Murrumbidgee Airspace Management Project. This project has been supported by Basin governments to progress as a new SDLAM supply measure. Funding arrangements to support delivery of the project are being discussed.	NSW DCCEEW – Water

Priority 2

Improve river and catchment health

Action 2.1: **Rehabilitate ecologically and culturally important sites within the mid and lower catchment**	2.1.1 Collaborate with local Aboriginal people and local communities to support new and existing initiatives to maintain and preserve water-related cultural sites and landscapes.	NSW DCCEEW – CPHR
Action 2.2: **Encourage partnerships with the irrigation sector for environmental water delivery to public and private lands**	2.2.1 Explore additional opportunities to deliver water to wetlands using irrigation networks through voluntary partnerships between land holders, irrigation infrastructure operators and governments.	NSW DCCEEW – CPHR
Action 2.3: **Mitigate the impact of infrastructure on native fish**	2.3.2 Collaborate with local governments to investigate and apply basic best-practice solutions to mitigate impacts locally (e.g. implementation of fish friendly culverts) as funding and works allow.	DPIRD – Fisheries
	2.3.3 Progress the development of a NSW Fish Diversion Screening Strategy.	DPIRD – Fisheries
	2.3.6 Continue the NSW commitment to the National Carp Control Plan (NCCP), noting that the implementation of any NCCP actions is dependent on Australian Government investment.[2]	DPIRD – Fisheries
Action 2.4: **Support the development and implementation of Murrumbidgee and Billabong Creek Floodplain Management Plans (FMPs) and address floodplain structures**	2.4.1 Progress the Murrumbidgee and Billabong Creek Floodplain Management Plans by: • developing new hydraulic models • identifying existing flood works (approved and unapproved) • identifying flood-dependent ecological assets • identifying flood-dependent Aboriginal cultural assets and values and heritage sites.	NSW DCCEEW – Water

2. Information about the NCCP is available at: agriculture.gov.au/biosecurity-trade/pests-diseases-weeds/pest-animals-and-weeds/national-carp-control-plan

HAY SHIRE COUNCIL

Action	Funded sub-actions	Lead
Action 2.4: **Support the development and implementation of Murrumbidgee and Billabong Creek Floodplain Management Plans (FMPs) and address floodplain structures (continued)**	2.4.2 Define an overall boundary for the floodplain and categorise the different areas within it into management zones.	NSW DCCEEW – Water
	2.4.3 Cross-check depth and velocity of flood water in the models with existing floodway networks, aerial photography and river gauge data of historical flood events, cultural values, and environmental considerations to form the basis of the management zones.	NSW DCCEEW – Water
	2.4.4 Undertake a comprehensive consultation process for the development of the Murrumbidgee and Billabong Creek Floodplain Management Plan incorporating local expertise, with formal public consultation and opportunities for property-scale feedback.	NSW DCCEEW – Water
	2.4.5 Establish an interagency working group to review the plan throughout each stage of development.	NSW DCCEEW – Water
Action 2.5: **Continue to expand and update groundwater data collection and modelling to improve groundwater knowledge in the Murrumbidgee region**	2.5.1 Undertake a review of the monitoring bore network to assess the suitability of the monitoring program.	NSW DCCEEW – Water
	2.5.2.a Update, calibrate and peer review existing numerical groundwater models for the Murrumbidgee region by: • incorporating new information from upgraded and expanded monitoring system • incorporating uncertainty analysis.	NSW DCCEEW – Water
Action 2.6: **Adopt a catchment management approach to improve water quality in the Murrumbidgee region**	2.6.1 Explore reform options under the Integrated Catchment Management Work Program that could improve catchment management in NSW.	NSW DCCEEW – Water

Action	Funded sub-actions	Lead
Action 2.7: **Support delivery of cultural outcomes and how cultural values are identified for Aboriginal people**	2.7.1 Work with the NSW Coalition of Aboriginal Peak Organisations to: • develop a proposed NSW Closing the Gap water target • examine governance arrangements for Aboriginal water ownership and management outcomes.	NSW DCCEEW – Water
	2.7.2 Support Aboriginal communities to develop cultural watering plans. These plans help identify ways to increase Aboriginal access to water and support protection of cultural values.	NSW DCCEEW – Water
	2.7.3 Through the Reconnecting River Country Program Murrumbidgee Project, establish a cultural values monitoring program for sites benefited or impacted by relaxed constraints environmental water releases.	NSW DCCEEW – Water
Action 2.8: **Implement Phase 1 of the Reconnecting River Country Program Murrumbidgee Project and seek agreement with the Australian Government to deliver Phase 2**	2.8.1 Progress the final business case for the Reconnecting River Country Program Murrumbidgee Project (submitted February 2025).	NSW DCCEEW – Water
	2.8.2 Commence delivery of Phase 1, reaching agreements with the most affected landholders, scoping public works, delivering First Nations measures and improved flow notification system.	NSW DCCEEW – Water
	2.8.3 Deliver early works projects by December 2026, including the Mundowy Lane and Mundarlo Bridge projects.	NSW DCCEEW – Water
	2.8.4 Continue to work with the Murray–Darling Basin Authority and other Basin state governments to progress work on constraints informed by the Constraints Relaxation Implementation Roadmap.[3]	NSW DCCEEW – Water
	2.8.5 Seek an agreement (subject to additional funding) with the Australian Government to deliver Phase 2 of the Murrumbidgee Project after December 2026.	NSW DCCEEW – Water
	2.8.6 By December 2026, work with WaterNSW, environmental water managers and stakeholders to review and update river management operating procedures and systems in the Murrumbidgee to better support environmental water delivery.	NSW DCCEEW – Water

3. For more information on the Constraints Relaxation Implementation Roadmap see: www.mdba.gov.au/water-management/basin-plan/relaxing-constraints

Priority 3

Support sustainable economies and communities

Action	Funded sub-actions	Lead
Action 3.1: **Develop and enable employment and business opportunities for Aboriginal people**	3.1.1 Continue to support development opportunities for Aboriginal businesses through a range of programs including the Regional Aboriginal Partnership Program.[4]	DPIRD – RAPO
	3.1.2 Support programs designed to enhance Aboriginal people's connection to Country and provide meaningful career pathways.	DPIRD – Local Land Services
Action 3.2: **Support groundwater use for towns and communities**	3.2.1 Continue to support towns and cities using groundwater to improve their urban water planning, in line with the Regulatory and Assurance Framework for Local Water Utilities.	NSW DCCEEW – Water
	3.2.2 Work with local councils, state government agencies and other stakeholders in line with the Regulatory and Assurance Framework for Local Water Utilities to help better understand: • whether existing town water bore infrastructure can provide sustainable supply during droughts • if the current capacity of infrastructure and groundwater conditions (quantity and quality) are sufficient to meet demand • the likelihood and consequences of shortfalls of groundwater • any issues around the groundwater licence application and approvals process.	NSW DCCEEW – Water

4. More information available at: www.nsw.gov.au/regional-nsw/regional-aboriginal-partnerships-program

Action	Funded sub-actions	Lead
Action 3.2: **Support groundwater use for towns and communities (continued)**	3.2.4 Support efforts by the Department of Defence and Riverina Water to: • manage the plume of PFAS in the East Wagga bore field by: – providing a coordinated state government response. This includes supporting Riverina Water in their strategic planning to explore long-term options to secure a safe drinking water supply for the region. We will ensure Goldenfields Water is included in these considerations – supporting the investigation of alternate sources of water – such as moving the bore and/or constructing a pipeline from one of the major dams in the region as well as other options. • investigate other potential sources of contamination in West Wagga Wagga.	NSW DCCEEW – Water
Action 3.4: **Support towns and local water utilities to understand and manage their future water security risks**	3.4.1 Support councils and local water utilities with guidance to confirm the level of risk through town water security analysis using the new climate data.	NSW DCCEEW – Water
	3.4.2 Scope the upgrade of groundwater models for the Murrumbidgee catchment to enable assessment of future water availability (supply shortfalls assessments) to Wagga Wagga, Leeton and Griffith.	NSW DCCEEW – Water
	3.4.3 Support councils and local water utilities to investigate options for town water security including: • capability to purchase or trade additional water entitlements • potential alternative supply options from groundwater • innovative water management options for towns and industry such as stormwater harvesting and use of recycled water by industry, within or near towns.	NSW DCCEEW – Water
Action 3.5: **Implement NSW's commitments in the NSW Alternatives to Buybacks Plan**	3.5.1 Deliver newly notified and existing SDLAM projects by December 2026 and efficiency projects by December 2027 to deliver environmental outcomes to minimise Australian Government water buybacks.	NSW DCCEEW – Water

Action	Funded sub-actions	Lead
Action 3.6: **Improve public access to climate information and water availability forecasts**	3.6.1 Update existing data and information for the Water Insights portal and information dashboards.	NSW DCCEEW – Water WaterNSW
	3.6.2 Continue to upload climate and flow data to the NSW Government's Sharing and Enabling Environmental Data (SEED) portal,[5] including user guidance.	NSW DCCEEW – Water
	3.6.4 Improve communication of the Murrumbidgee Regional Water Strategy climate datasets and climate risk modelling (e.g. by making more detailed information publicly available).	NSW DCCEEW – Water
Action 3.7: **Improve awareness of the Murrumbidgee Cultural Access Licence**	3.7.1 Build broader awareness of cultural access entitlements among all stakeholders to expand the use of the Murrumbidgee Cultural Access Licence.	NSW DCCEEW – Water

5. NSW Government, Sharing and Enabling Environmental Data in NSW, available at: seed.nsw.gov.au/

Priority 4

Manage water sustainably in the Upper Murrumbidgee catchment

Action	Funded sub-actions	Lead
Action 4.2: **Support on-going river restoration activities in the Upper Murrumbidgee catchment**	4.2.1 Seek ongoing funding by the Australian Government and contributions of NSW-funding towards catchment-improvement activities in the Upper Murrumbidgee catchment.	NSW DCCEEW – CPHR
	4.2.2 Investigate improvements to fish passage and conservation re-stocking as per Action 2.3: Mitigate the impact of infrastructure on native fish, through the federal Department of Climate Change, Energy, the Environment and Water Restoring the Upper Murrumbidgee River Program.	NSW DCCEEW – CPHR DPIRD – Local Land Services
	4.2.3 Undertake landscape-function restoration and soil-conservation activities in priority areas to reduce the input of sediment and faecal indicator bacteria (which severely restrict the use of the river for recreation and the quality of the water for stock and domestic use), through the federal Department of Climate Change, Energy, the Environment and Water Restoring the Upper Murrumbidgee River Program.	DPIRD – Local Land Services
	4.2.4 Undertake weed and pest animal management, through the federal Department of Climate Change, Energy, the Environment and Water Restoring the Upper Murrumbidgee River Program.	DPIRD – Local Land Services
	4.2.5 Continue to assess the stocking of trout in the Upper Murrumbidgee River.[6]	DPIRD – Fisheries

6. For more information about the conservation stocking program for Trout cod in the Upper Murrumbidgee River visit: www.dpi.nsw.gov.au/fishing/threatened-species/current-threatened-species-projects/current-projects-on-trout-cod

Action	Funded sub-actions	Lead
Action 4.3: **Improve the flow regime for the Upper Murrumbidgee River**	4.3.1 Seek opportunities to undertake studies to address key scientific knowledge gaps concerning river health through the federal Department of Climate Change, Energy, the Environment and Water Restoring the Upper Murrumbidgee River Program. For this sub-action, involve local research organisations, community and Aboriginal groups to harness local knowledge and expertise. Advocate for ongoing funding by the Australian Government and contributions of NSW Government funding.	NSW DCCEEW – CPHR
	4.3.2 Design a program to identify and record significant water dependant cultural sites in line with Action 2.7, through the federal Department of Climate Change, Energy, the Environment and Water Restoring the Upper Murrumbidgee River Program.	NSW DCCEEW – CPHR
	4.3.3 Actively participate in the review of the Snowy Water Inquiry Outcomes Implementation Deed (SWIOID) 2002 led by the Australian Government to explore changes to the flow regime of the Upper Murrumbidgee River that will improve environmental and cultural outcomes.	NSW DCCEEW – Water
	4.3.4 Investigate operational improvements in environmental water management including: • introducing carry-over allocations for Snowy Montane Rivers Increased Flows • improving flexibility to allow changes to be made to scheduled daily flow releases to respond to natural flow events or environmental requirements • allowing flow releases to have more natural variation within a 24-hour period rather than being held constant for that time • investigating investment in infrastructure improvements to improve the ability to release environmental flows, such as increased outlet capacity of Tantangara Dam that would be of sufficient capacity to give effect to any increased flows arising from a review into the SWIOID. Plus, infrastructure improvements to montane river systems to allow more flexible management of releases between the montane streams and Upper Murrumbidgee • coordination of environmental water deliveries with the ACT.	NSW DCCEEW – Water NSW DCCEEW – CPHR

Action	Funded sub-actions	Lead
Action 4.3: **Improve the flow regime for the Upper Murrumbidgee River (continued)**	4.3.7 Through the federal Department of Climate Change, Energy, the Environment and Water Restoring the Upper Murrumbidgee River Program: • undertake monitoring to understand the response of riverine ecosystems to improved management and ecological condition because of Action 4.2: Support on-going river restoration activities in the Upper Murrumbidgee catchment and Action 4.3: Improve the flow regime for the Upper Murrumbidgee River • seek ongoing funding by the Australian Government and contributions of NSW Government funding for monitoring to understand the response of riverine ecosystems to improved management and ecological condition because of Action 4.2: Support on-going river restoration activities in the Upper Murrumbidgee catchment and Action 4.3: Improve the flow regime for the Upper Murrumbidgee River.	
Action 4.4: **Address pressures to sustainable population growth in the Upper Murrumbidgee catchment**	4.4.1 Work with Queanbeyan–Palerang, Snowy Monaro regional Council and Yass Valley councils to identify and implement agreed priorities that address water-security and infrastructure provision and allocation.	NSW DCCEEW – Water
	4.4.2 Under the Head of Agreement between ACT and NSW explore improvements to interjurisdictional management arrangements in the Upper Murrumbidgee region relating to urban water supply including: • investigating solutions for the provision of cross-border water supplies in areas where water supply is a major limitation to housing growth • promoting a consistent approach to the assessment of climate risk and climate adaptation to strengthen water security in the Upper Murrumbidgee region • improving the integration of cross-border water resource planning and management • considering how any changes to the operation of Tantangara Dam under proposed Action 4.3: Improve the flow regime for the Upper Murrumbidgee River could integrate with any needs or proposals under this action (while ensuring any effect on the environmental benefits of the flow regime are considered and mitigated) • considering opportunities for streamlining costs and constraints for local councils to meet different environmental regulations implemented in the NSW and the ACT jurisdictions.	NSW DCCEEW – Water
	4.4.3 Develop a cross-border regional framework for sustainable growth in the Upper Murrumbidgee to facilitate mutual benefits and provide greater certainty for developers, communities and governments alike.	NSW DPHI – Planning NSW Office of the Cross Border Commissioner

Department of Climate Change, Energy, the Environment and Water

NSW GOVERNMENT

C9 – People & Governance Monthly Report

REPORTING OFFICER	Executive Manager People & Governance
ATTACHMENTS	Nil

INTRODUCTION

This report provides Council with information on the operations of the People and Governance sector of Council.

COMMENTARY

Compliance Activities

- Disability Inclusion Action Plan (DIAP) Annual Return lodged.
- 2024/25 Government Information (Public Access) Act (GIPA) Annual Return lodged.
- Council's Annual Report, including audited financial statements, submitted to the Office of Local Government within the required timeframe.
- EPA Waste Return completed.
- EPA Sewage Treatment Plant (STP) Return data entered; awaiting final laboratory test results before the return can be finalised.
- Review of contractor compliance currently underway.

There have been no reportable compliance matters for the period.

Internal Audit

The next meeting of the Hay Audit, Risk and Improvement Committee (ARIC) is scheduled for March 2026. The internal auditor has completed the audit of Council's aerodrome operations, and the final report will be presented to ARIC at its next meeting.

Risk Management

Council staff have participated in AI governance and risk webinars and will commence development of a governance framework to guide the responsible and secure implementation of AI technologies within Council operations.

Work Health and Safety (WHS)

Council has completed the annual StateCover WHS Self-Audit, achieving positive results. As required, an improvement focus area has been selected for the next six months, with "Hazardous Noise" identified as the priority area for action.

Undertaken an audit of hard hats to ensure compliance with replacement requirements.

Training and Human Resources Activities

- Recruitment and onboarding of pool attendants completed in preparation for the seasonal opening of the pool.

- Implementation of new software for managing mandatory training is underway. Mandatory modules include Code of Conduct, Fraud and Corruption Prevention, and Public Interest Disclosures, all of which require annual completion.
- With the 2025/26 Training Plan nearing completion, planning has commenced for development of the 2026/27 training budget.

Staff training completed during the last month includes:

- Safe Handling of Sharps training – 12 staff
- First Aid – 30 staff
- Water Treatment Training for engineering staff – 1 staff
- Commencement of Child Safe Training for staff – 6 staff
- Silica Awareness – 15 staff

Other Activities

- Process to fill the councillor vacancy through the NSW Electoral Commission commenced.
- Preparations underway to launch the Snap Send Solve platform, including associated community marketing.
- Preparations in progress for the citizenship ceremony scheduled for 12 December.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Civic Leadership** 4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.2 Monitor and evaluate Council's strategic planning documents 4.1.3 Be environmentally responsible in decision making 4.1.4 Council will seek to continuously improve 4.3 Our Council is inclusive and sustainable 4.3.1 Enable an engaged workforce with suitable skills, available in the right place at the right time 4.3.2 Build a strong, collaborative, and supportive team culture 4.3.3 Ensure a financially sound Council that is responsible and sustainable
FINANCIAL IMPLICATION	Nil
LEGISLATIVE IMPLICATION	N/A
POLICY IMPLICATION	N/A
ASSET IMPLICATION	N/A
RISK IMPLICATION	N/A

RECOMMENDATION

For information.

C10 - Corporate and Community Services Report– December 2025

REPORTING OFFICER	Deputy General Manager
ATTACHMENTS	1. Income and Expenditure Report 2. Balance Sheet

INTRODUCTION

This report provides Council with information on the operations of the Corporate and Community Services Department

COMMENTARY

MONTHLY FINANCIAL REPORT

In accordance with the new Quarterly Budget Review Statement Guidelines a Monthly report must be presented to Council which as a minimum include an income statement for the month, and year to date, a balance sheet, Councils cash position and investment report and highlight material budget variances.

1. Monthly income statement by Function – annexure 1

A consolidated Income and Expenditure Statement by function is attached which included budget to actual year to dates as well as the monthly figures.

2. Balance Sheet – Annexure 2

A consolidated Balance sheet as at 30/11/2025 is provided for Council information.

3. Cash and Investment Report

STATEMENT OF BANK RECONCILIATION

I hereby certify that the various funds of Council have been reconciled with the respective Bank Statements as at 30th November 2025 and the Reconciliation Statement has been entered in the Cash Book.

STATEMENT OF CASH BOOK BALANCES

Listed hereunder is the Statement of Cash Book Balances for all funds and accounts for the period ending 30th November 2025.

Fund	August	September	October	November
General	4,413,237.77	4,294,265.51	3,623,512.63	3,444,218.85
Water	2,289,440.07	2,164,001.24	2,136,986.00	2,259,622.25
Sewer	1,400,276.50	1,362,098.63	1,302,761.85	1,347,735.38
Total	**8,102,954.34**	**7,820,365.38**	**7,063,260.48**	**7,051,576.48**

RESERVES

Council's Reserve funds are listed below: -

	30/11/2025
GENERAL FUND	
Computer Replacement Reserve	31,919.75
Leave Reserve	670,474.44
Aerodrome Reserve	52,274.20
HACC	459,188.23
Financial Assistance Grant	2,402,202.00
Swimming Pool	6,000.00
Carry over Works	-
Capital Works	1,113,352.58
Land Development Reserve	61,168.49
Waste Services	100,000.00
Youth Services	3,014.29
Levee Bank Reserve	624,931.85
Library reserve	13,927.28
LEP reserve	3,677.22
Plant Reserve	284,147.07
Hay Gaol Museum	93,475.91
Bishops Lodge Museum	98,177.70
Dunera Museum	57,275.51
Long Paddock	7,260.00
Duval Scholarship	20,266.20
Total General Fund	6,102,732.72
WATER FUND	
Renewals Reserve	825,504.09
Total Water Fund	825,504.09
SEWER FUND	
Renewals Reserve	215,977.47
Future Requirements Reserve	1,645,642.12
Total Sewer Fund	1,861,619.59
TOTAL RESERVES	8,789,856.40
Funds Invested other than Reserves	
General Working Funds	1,673,742.79
TOTAL FUNDS INVESTED	10,463,599.19

RECORD OF INVESTMENTS

Council's Current Investments are listed below:-

Financial Institution	Date Invested	Date Due	Interest Rate per Annum	No. of Days	Amount of Interest $	Amount Invested $
CBA	27-10-2025	02-02-2026	4.14	98	20,037.65	1,802,657.49
CBA	24-11-2025	23-02-2026	4.16	91	29,360.43	2,830,873.64
NAB - 164525911	29-11-2025	27-02-2026	4.10	90	8,867.08	877,095.21
NAB - 171325926	29-11-2025	27-02-2026	4.10	90	3,481.61	344,385.46
NAB - 808501318	04-09-2025	03-12-2025	4.10	90	26,356.44	2,607,072.76
I.M.B. - 48169	10-10-2025	09-01-2026	4.05	91	7,965.31	788,858.40
Bendigo - 2619308	11-09-2025	11-12-2025	3.90	91	3,679.60	378,431.87
Westpac - 146449	13-09-2025	13-12-2025	3.91	91	8,132.20	834,224.36
Total Investments						10,463,599.19

CERTIFICATION

I hereby certify that all investments as of 30th November 2025 have been made in accordance with the Local Government Act 1993, the Local Government Regulations and Council's Investment Policy.

Mark Dowling
Deputy General Manager

4. Material Budget Changes

During the month the following material Budget Changes have been identified for Council consideration and information.

Sewer Treatment Plant

Reduce Sewer treatment plant maintenance by $50,000
Increase sewer Treatment Plant Capital by $70,000

Reason

Capital works are required at the sewer treatment plant which were not included in the budget which can be largely offset by savings in treatment plant operational costs.

Water Treatment Plant

Increase water filtration operational expense by $50,000
Decrease pump station capital by $50,000

Reason

The operational costs for the water treatment plant have increased in a number of areas which will be offset by a reduction in pumping station capital expenditure.

Plant Purchases

Increase minor plant capital expense by $10,000

Reason

Additional sewer capital plant and equipment is required which will be funded by savings in the current allocation. No additional funds are required just a change in the plant replacement program.

COMMUNITY SERVICES REPORT

1. Library Services

Membership

Six new members were welcomed to the Hay Shire Library and one member was re-registered in the month of November. As of 30th November, the library has 1,759 registered members.

Total Library Visitors

Due to ongoing maintenance of the Security Gates and People Counter, an approximation of total visitors has had to be made this month. From an average of daily visitors on days where statistics were recorded, it is approximated that 1,765 patrons frequented the library in the month of November.

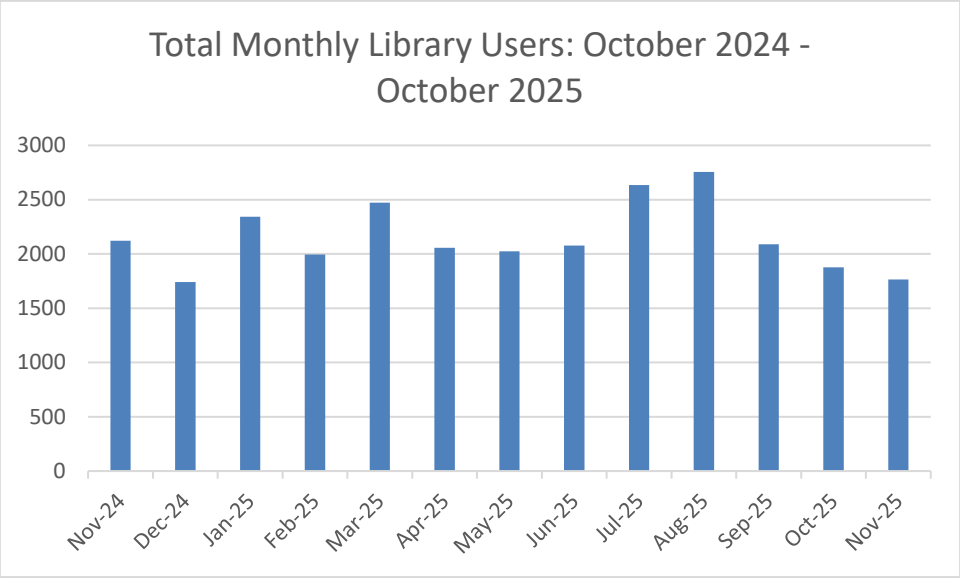


Figure 1: Total Library Users data (November 2024 – November 2025)

Breakdown of Library Use

During the November reporting period, the library recorded a total of 345 participants across all programs and events. 167 patrons utilised the public computers available in the library and 42 customers were assisted with Wi-Fi access in the month of November.

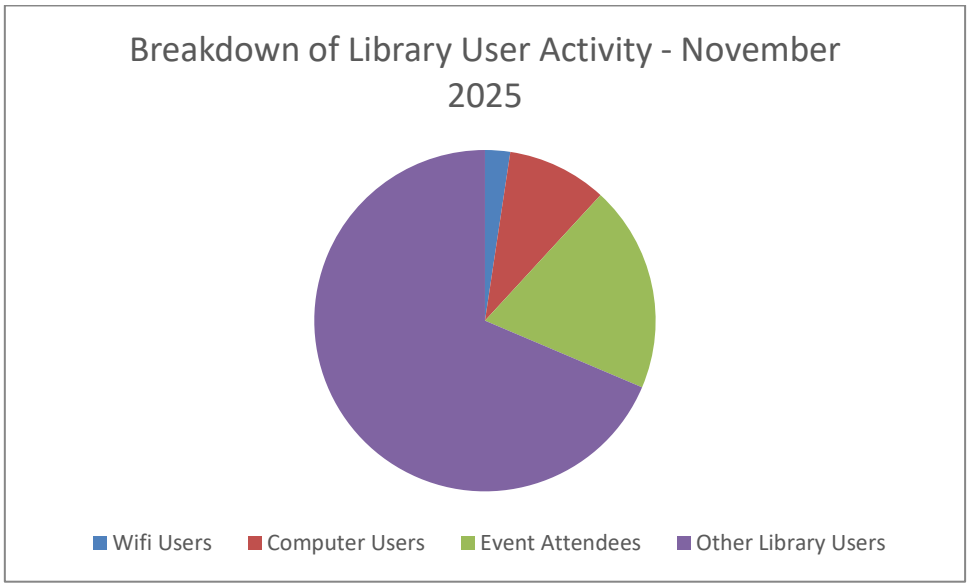


Figure 2: Breakdown of Library Users (November 2025)

Loans

A total of 1,305 items were loaned, including renewals from the Hay library for the month of November compared to 1,341 last month. Members returned 1,134 items and 94 items were reserved and allocated from our collection to both our local members and other members in other localities for the Western Riverina Libraries region.

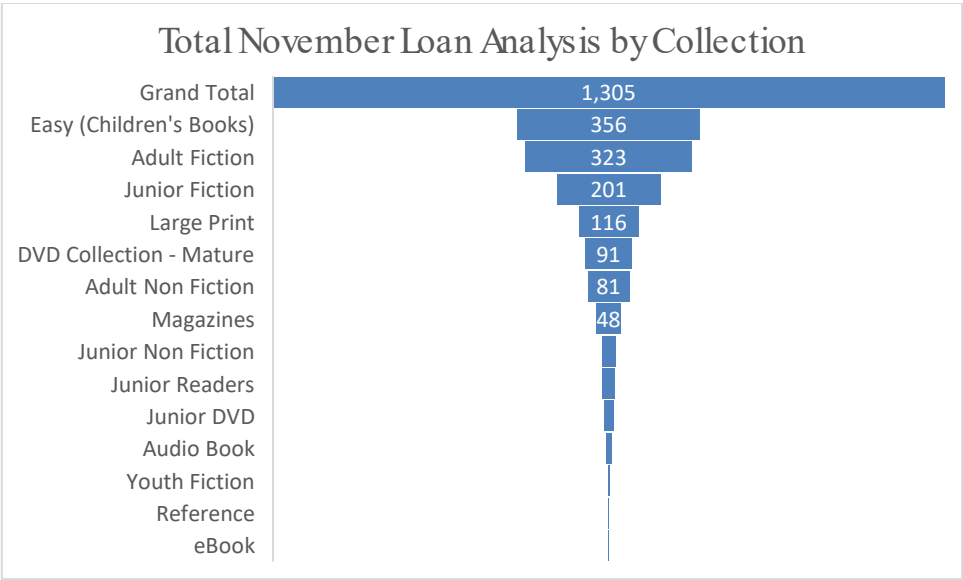


Figure 3: Loan Analysis – Collection Popularity (November 2025)

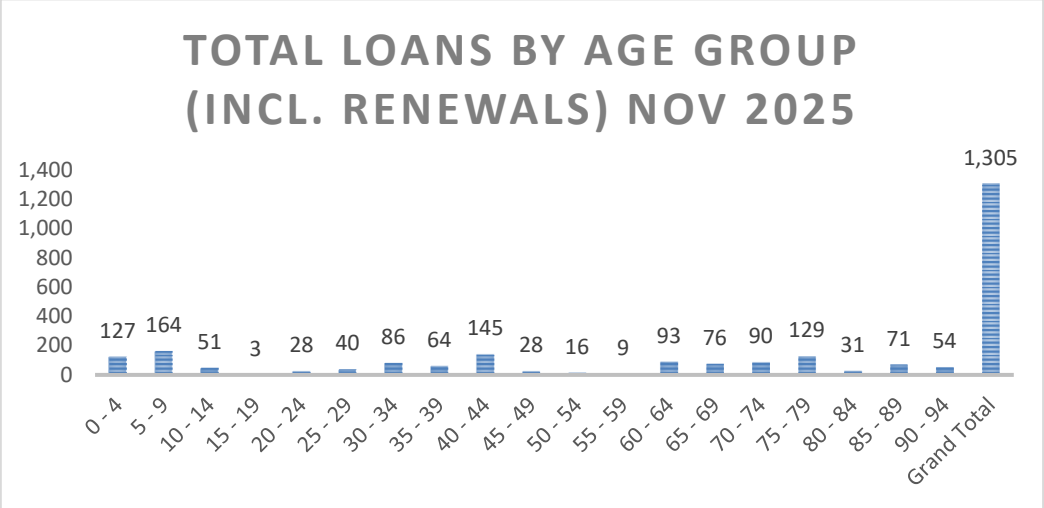


Figure 4: Loan Analysis by Age (November 2025)

Total Items Count – Library Collection

- 96 new items were added based on library user interest and popularity; 10 outdated, lost or damaged items were discarded and donated to the community from both the Hay Library and Haystack collections.
- Total collection size as of November 2025: 22,963 physical items.

ONGOING PROGRAMMING AND EVENTS CONTINUE

Of the total program attendance recorded this month, 256 attendances were attributed to programs delivered for children and their parents/guardians, including Tuesday Story Time, weekly visits from Hay Children's Services and associated early-literacy activities. A significant proportion of these attendances resulted from our Grandparents and Grandfriends Day celebration, during which the library hosted 96 participants within the children's area. The remaining 89 attendances related to adult-focused programs, including Cuppa and a Chat, Knitters for Can Assist and Scrabble.

Participation across all regular programs remains strong and consistent. Children's literacy sessions continue to support early learning and language development, while adult activities provide meaningful opportunities for social engagement, wellbeing and community connection. The Cuppa and a Chat program continues to demonstrate value as an inclusive and informal avenue for community interaction.

These combined initiatives reinforce the library's ongoing role as an accessible and supportive space that promotes literacy, intergenerational interaction and community cohesion.

RIVERINE GRAZIER STAFF ATTEND LIBRARY EVENT

Attendance at the Library's monthly Cuppa & Chat program continues to steadily increase, with a diverse cross-section of community members attending each session. The program has become an important local forum for conversation, connection and storytelling, with participants sharing personal histories, local knowledge and lived experiences. We were especially grateful to welcome Krista Schade from The Riverine Grazier to our most recent session. Krista engaged warmly with attendees, listened to their stories, shared her own insights, and provided valuable coverage highlighting the significance of the program to community cohesion. The Hay Library appreciates this support and recognition, which contributes to strengthening participation, celebrating our town, its people and its stories and broadening community engagement and connection.

2 - The Riverine Grazier Wednesday December 3, 2025

Krista checks out what happens at the library over 'coffee and a chat

Looking at Hay's old shops, and Lorna Hutchinson has "worked in every one"

BY KRISTA SCHADE

Hay Library held its monthly 'coffee and chat' morning last week, with a discussion topic of the various old shops and businesses that lined Lachlan Street.

A few dozen people gathered around the table to reminisce about the stores and storekeepers of the past.

The menu of the Garden of Roses, which was situated on the corner of Lachlan and Moore Streets, was fondly remembered, as were the pinball machines.

The explosion of gas bottles at Donohoe's Building Supplies in Alma Street was recalled less fondly.

Described as having "worked in every shop in Hay" Lorna Hutchinson recalled how scary the explosion was, and that parts of the shattered gas cylinder were found blown all the way to Alma Beach.

Mrs Hutchinson also shared that she and Joan McRae started their working careers together at Butterworth's, fresh out of school.

Marg Tighe described the shop that was once where McCleary's Accounting is, as a haberdashery that also sold religious items and statues.

Bruce Wall shared an album of historic photographs which were shown on the big screen, including the front of J Hews Saddlery – now occupied by Carter Fitness.

Mr Wall also showed the locally infamous image of Les Lewis Snr, skiing along Lachlan Street.

"I was driving the car that was towing him," Mr Wall chuckled.

"I heard after that the police were keen to speak to me, but that didn't happen, luckily."

My own memories were laybying furniture from Mr and Mrs Wall at Hay Furniture Co, where Kinfolk and Co are now located.

It was a rite of passage to make the payments each week, and have the furniture delivered by Jeff Wall when he wasn't laying carpet.

Hay Library hosts coffee and chat mornings on the third Monday of each month, at 10.30am.

The December chat topic is 'celebrating Christmas' and all are welcome to attend.

Above: Hay Library manager, Ashleigh Stokes with two of the guests at last Monday's coffee and a chat, Brian White (left) and Bruce Wall.

Right: Alf Pollard and Kevin Stokes at the library and (below) Joan McRae and Lorna Hutchinson shared with the group that they started their working careers together at the old Buterworth's store. They are pictured with Margaret McLean.

Images: The Riverine Grazier/Krista Schade.

What's on at Griffith Regional Theatre & Art Gallery
see it LIVE
griffith
OUT OF THE BOX
2026 SEASON LAUNCH
MONDAY 15 DECEMBER 5:30PM

HAYWIRE
Hay's only official 'Bush Telegraph'

Figure 5: Article from Riverine Grazier Wednesday December 3, 2025.

EVENT OF THE MONTH – Grandparents' Day Celebration

Hay Shire Library delivered a highly successful belated Grandparents' Day celebration on Tuesday 11th November. The scheduling decision was made in recognition of the large number of community events already occurring during the official Grandparents' Day period, ensuring the library could offer a dedicated and inclusive program for local families.

Two sessions were held (10:30am and 4:00pm) to support participation across age groups and availability. A cumulative attendance of 96 community members was recorded across both sessions, with the majority of participants comprising of intergenerational family groups.

The event – ‘Going Green for Grandparents’ – adopted a sustainability-focused approach, aligning with community environmental priorities and the library’s commitment to responsible resource use. All craft, decorations and activities were created using recycled, repurposed or natural materials. No session-specific purchases were made. Cardboard and containers were sourced from recycled stock, and natural elements such as leaves, flowers and twigs were collected by staff. Contact sheets nearing disposal were used to create sun catchers, ensuring minimal waste. Craft activities included natural portraits, leaf art, handprint impressions and environmentally friendly jewellery.

A highlight of the event was the creation of a Grandparents’ Memory Wall. Children and their grandparents or special older persons collaboratively decorated leaf shapes and handprints before adding them to a large tree display. Participants engaged in verbal sharing of memories, advice, stories and reflections, fostering meaningful intergenerational discussions and connection throughout the sessions.

Morning and afternoon tea were provided at both sessions. Catering costs were fully supported through the $500 NSWPLA Grandparents Day grant, delivered in partnership with the Department of Communities and Justice. The Hay Shire Library acknowledges and appreciates this funding support, which enabled a high-quality shared meal experience without the need for council resourcing.

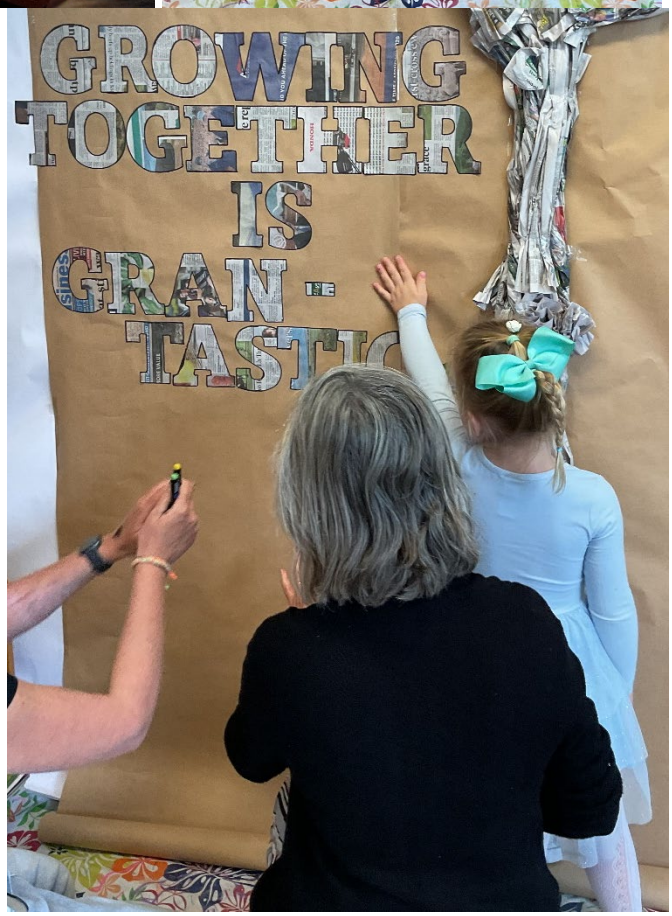
The program was well received by attendees, strengthening intergenerational relationships and supporting early literacy, wellbeing, creativity and social connection within the community. Library staff received positive feedback regarding the welcoming atmosphere, creative activities, and the environmentally sustainable approach of the event.

Emmett

GROWING
TOGETHER
IS

adidas

pacific


GROWING
TOGETHER
IS
GRAN-

INFORMATION SERVICES REPORT

During the month the following activities were recorded

1.	Records registered	1002
2.	Website hits	3500
3.	Facebook hits	1700
4.	Cyber incidents	0

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Civic Leadership** 4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.2 Monitor and evaluate Council's strategic planning documents 4.1.3 Be environmentally responsible in decision making 4.1.4 Council will seek to continuously improve
FINANCIAL IMPLICATION	High Importance
LEGISLATIVE IMPLICATION	Local Government General Regulation 2005 Local Government Act 1993
POLICY IMPLICATION	Investment Policy, Asset Management Policy, Cyber security and Incident response Policy
ASSET IMPLICATION	The level of cash reserves needs to be considered in Councils asset management activities
RISK IMPLICATION	The risk is significant in relation to budget Control, information Management, Cash and Investment Management and service Delivery.

RECOMMENDATION

That Council receives and notes the report provided and approves the Material Budget Variances outlined in the report.

Hay Shire Council
Income and Expenditure Report
30/11/2025

Budget Item	Original Budget	Revised Budget	November Monthly Actuals	YTD Actuals	Committment Value	YTD Actuals (inc Committments)	YTD Variance (inc Committments)
Income	**(22,848,834)**	**(22,152,945)**	**(2,421,997)**	**(13,079,593)**	**0**	**(13,079,593)**	**(9,073,348)**
General Manager	**(305,000)**	**(859,903)**	**(70,456)**	**(362,601)**	**0**	**(362,601)**	**(497,301)**
General Manager`s Office	**0**	**0**	**0**	**(890)**	**0**	**(890)**	**890**
01000. General Managers Office Revenue	**0**	**0**	**0**	**(890)**	**0**	**(890)**	**890**
0130. Other Income	0	0	0	(890)	0	(890)	890
Tourism and Events	**(55,000)**	**(55,000)**	**(11,969)**	**(32,729)**	**0**	**(32,729)**	**(22,271)**
01910. Events Promotion Revenue	**(20,000)**	**(20,000)**	**(8,000)**	**(8,000)**	**0**	**(8,000)**	**(12,000)**
0110. User Fees & Charges	(20,000)	(20,000)	0	0	0	0	(20,000)
0115. Grants & Subsidies Recurrent	0	0	(8,000)	(8,000)	0	(8,000)	8,000
01920. Tourism Revenue	**(35,000)**	**(35,000)**	**(3,969)**	**(24,729)**	**0**	**(24,729)**	**(10,271)**
0110. User Fees & Charges	(35,000)	(35,000)	(3,929)	(24,009)	0	(24,009)	(10,991)
0125. Reimbursements	0	0	0	(500)	0	(500)	500
0130. Other Income	0	0	(40)	(220)	0	(220)	220
Business and Economic Development	**(250,000)**	**(804,903)**	**(58,487)**	**(328,982)**	**0**	**(328,982)**	**(475,920)**
02170. Economic Development Revenue	**(250,000)**	**(800,000)**	**(43,441)**	**(293,441)**	**0**	**(293,441)**	**(506,559)**
0115. Grants & Subsidies Recurrent	(250,000)	(800,000)	(43,441)	(293,441)	0	(293,441)	(506,559)
02171. Youth Programs	**0**	**(4,903)**	**(15,046)**	**(35,542)**	**0**	**(35,542)**	**30,639**
0115. Grants & Subsidies Recurrent	0	(4,903)	(15,046)	(35,542)	0	(35,542)	30,639
Corporate Services	**(8,959,821)**	**(6,525,973)**	**(671,099)**	**(4,591,744)**	**0**	**(4,591,744)**	**(1,934,228)**
Manager Corporate Service Office	**(44,500)**	**(44,500)**	**(3,943)**	**(15,570)**	**0**	**(15,570)**	**(28,930)**
01100. Corporate Services Revenue	**(44,500)**	**(44,500)**	**(3,943)**	**(15,570)**	**0**	**(15,570)**	**(28,930)**
0110. User Fees & Charges	(7,500)	(7,500)	(1,958)	(4,692)	0	(4,692)	(2,808)
0125. Reimbursements	(25,000)	(25,000)	(1,945)	(10,352)	0	(10,352)	(14,648)
0130. Other Income	(12,000)	(12,000)	(40)	(526)	0	(526)	(11,474)
Rates	**(2,919,321)**	**(2,919,321)**	**(2,004)**	**(2,855,949)**	**0**	**(2,855,949)**	**(63,372)**
01110. Rates Revenue	**(2,919,321)**	**(2,919,321)**	**(2,004)**	**(2,855,949)**	**0**	**(2,855,949)**	**(63,372)**
0100. Rates & Charges	(2,401,295)	(2,401,295)	(304)	(2,360,568)	0	(2,360,568)	(40,727)
0101. Base Charge Income	(489,426)	(489,426)	0	(490,781)	0	(490,781)	1,355
0105. Statutory Fees & Charges	(9,000)	(9,000)	(1,700)	(4,600)	0	(4,600)	(4,400)
0115. Grants & Subsidies Recurrent	(19,600)	(19,600)	0	0	0	0	(19,600)
Finance	**(5,209,624)**	**(2,775,776)**	**(606,444)**	**(1,334,739)**	**0**	**(1,334,739)**	**(1,441,037)**
01120. Financial Control Revenue	**(5,209,624)**	**(2,775,776)**	**(606,444)**	**(1,334,739)**	**0**	**(1,334,739)**	**(1,441,037)**
0115. Grants & Subsidies Recurrent	(4,799,624)	(2,425,776)	(606,444)	(1,212,888)	0	(1,212,888)	(1,212,888)
0121. Interest on Direct Investments	(410,000)	(350,000)	0	(102,139)	0	(102,139)	(247,861)
0950. Proceeds on Sales of Assets	0	0	0	(19,712)	0	(19,712)	19,712
Libraries	**(77,000)**	**(77,000)**	**(156)**	**(76,921)**	**0**	**(76,921)**	**(79)**
01710. Libraries	**(77,000)**	**(77,000)**	**(156)**	**(76,921)**	**0**	**(76,921)**	**(79)**
0110. User Fees & Charges	(2,000)	(2,000)	(156)	(1,486)	0	(1,486)	(514)
0115. Grants & Subsidies Recurrent	(75,000)	(75,000)	0	(72,771)	0	(72,771)	(2,229)
0130. Other Income	0	0	0	(2,664)	0	(2,664)	2,664
Children Youth and Family Services	**(43,000)**	**(43,000)**	**(3,537)**	**(17,686)**	**0**	**(17,686)**	**(25,314)**
01780. Children and Family Revenue	**(43,000)**	**(43,000)**	**(3,537)**	**(17,686)**	**0**	**(17,686)**	**(25,314)**
0115. Grants & Subsidies Recurrent	(43,000)	(43,000)	(3,537)	(17,686)	0	(17,686)	(25,314)
Aged and Disability Care Services	**(457,376)**	**(457,376)**	**(43,064)**	**(218,410)**	**0**	**(218,410)**	**(238,965)**
01810. Aged & Disabled Revenue	**(394,376)**	**(394,376)**	**(41,830)**	**(206,225)**	**0**	**(206,225)**	**(188,150)**
0110. User Fees & Charges	(17,000)	(17,000)	(989)	(4,370)	0	(4,370)	(12,630)
0115. Grants & Subsidies Recurrent	(366,376)	(366,376)	(39,251)	(195,652)	0	(195,652)	(170,724)
0125. Reimbursements	(8,000)	(8,000)	(1,198)	(5,787)	0	(5,787)	(2,213)
0130. Other Income	(3,000)	(3,000)	(392)	(417)	0	(417)	(2,583)
01820. Health Related Transport Revenue	**(35,000)**	**(35,000)**	**515**	**(1,701)**	**0**	**(1,701)**	**(33,299)**
0110. User Fees & Charges	(10,000)	(10,000)	(35)	(70)	0	(70)	(9,930)
0115. Grants & Subsidies Recurrent	(25,000)	(25,000)	550	(1,631)	0	(1,631)	(23,369)
01830. Meals On Wheels Revenue	**(28,000)**	**(28,000)**	**(1,749)**	**(10,484)**	**0**	**(10,484)**	**(17,516)**
0110. User Fees & Charges	(28,000)	(28,000)	(1,749)	(10,484)	0	(10,484)	(17,516)
Community Transport	**(174,000)**	**(174,000)**	**(8,990)**	**(42,624)**	**0**	**(42,624)**	**(131,376)**
01860. Community Transport Revenue	**(174,000)**	**(174,000)**	**(8,990)**	**(42,624)**	**0**	**(42,624)**	**(131,376)**
0110. User Fees & Charges	(12,000)	(12,000)	(708)	(1,213)	0	(1,213)	(10,787)
0115. Grants & Subsidies Recurrent	(162,000)	(162,000)	(8,282)	(41,411)	0	(41,411)	(120,589)

Budget Item	Original Budget	Revised Budget	November Monthly Actuals	YTD Actuals	Committment Value	YTD Actuals (inc Committments)	YTD Variance (inc Committments)
Arts and Culture	**(35,000)**	**(35,000)**	**(2,961)**	**(29,845)**	**0**	**(29,845)**	**(5,155)**
01880. Theatres & Museums Revenue	**0**	**0**	**0**	**(12,500)**	**0**	**(12,500)**	**12,500**
0115. Grants & Subsidies Recurrent	0	0	0	(12,500)	0	(12,500)	12,500
01881. Bishops Lodge Museum	**(8,000)**	**(8,000)**	**(1,166)**	**(3,705)**	**0**	**(3,705)**	**(4,295)**
0110. User Fees & Charges	(8,000)	(8,000)	(1,166)	(3,705)	0	(3,705)	(4,295)
01882. Hay Gaol Museum	**(20,000)**	**(20,000)**	**(906)**	**(9,965)**	**0**	**(9,965)**	**(10,035)**
0110. User Fees & Charges	(20,000)	(20,000)	(906)	(9,965)	0	(9,965)	(10,035)
01883. Dunera Museum	**(7,000)**	**(7,000)**	**(888)**	**(3,675)**	**0**	**(3,675)**	**(3,325)**
0110. User Fees & Charges	(7,000)	(7,000)	(888)	(3,675)	0	(3,675)	(3,325)
Engineering	**(13,408,013)**	**(14,591,069)**	**(1,632,742)**	**(8,086,280)**	**0**	**(8,086,280)**	**(6,504,787)**
Manager Engineering Office	**(49,000)**	**(56,000)**	**(1,450)**	**(15,186)**	**0**	**(15,186)**	**(40,814)**
01200. Engineering Operations Revenue	**(49,000)**	**(56,000)**	**(1,450)**	**(15,186)**	**0**	**(15,186)**	**(40,814)**
0110. User Fees & Charges	(5,000)	(12,000)	(1,370)	(6,501)	0	(6,501)	(5,499)
0125. Reimbursements	(42,000)	(42,000)	0	(7,995)	0	(7,995)	(34,005)
0130. Other Income	(2,000)	(2,000)	(80)	(690)	0	(690)	(1,310)
Parks and Reserves	**(35,000)**	**(54,904)**	**0**	**(19,904)**	**0**	**(19,904)**	**(35,000)**
01210. Foreshores & Beaches Revenue	**0**	**(19,904)**	**0**	**(19,904)**	**0**	**(19,904)**	**0**
0115. Grants & Subsidies Recurrent	0	(2,006)	0	(2,006)	0	(2,006)	0
0135. Capital Grants Received	0	(17,898)	0	(17,898)	0	(17,898)	0
01220. Noxious Weeds Revenue	**(35,000)**	**(35,000)**	**0**	**0**	**0**	**0**	**(35,000)**
0115. Grants & Subsidies Recurrent	(35,000)	(35,000)	0	0	0	0	(35,000)
Sport and Recreation Facilities	**(20,000)**	**(20,000)**	**(1,511)**	**(11,306)**	**0**	**(11,306)**	**(8,694)**
01240. Sport Grounds & Recreation Facilities R	**(20,000)**	**(20,000)**	**(1,511)**	**(11,306)**	**0**	**(11,306)**	**(8,694)**
0110. User Fees & Charges	(20,000)	(20,000)	(1,511)	(11,306)	0	(11,306)	(8,694)
Roads Bridges Footpaths	**(5,059,515)**	**(5,012,167)**	**(50)**	**(643,786)**	**0**	**(643,786)**	**(4,368,381)**
01260. Roads & Bridges Revenue	**(3,290,515)**	**(3,232,167)**	**(50)**	**90,363**	**0**	**90,363**	**(3,322,529)**
0110. User Fees & Charges	0	0	(50)	(100)	0	(100)	100
0115. Grants & Subsidies Recurrent	(813,901)	(839,469)	0	(25,568)	0	(25,568)	(813,901)
0135. Capital Grants Received	(2,476,614)	(2,392,698)	0	116,030	0	116,030	(2,508,728)
01280. Bridges Revenue	**(800,000)**	**(800,000)**	**0**	**0**	**0**	**0**	**(800,000)**
0135. Capital Grants Received	(800,000)	(800,000)	0	0	0	0	(800,000)
01300. Footpaths & Bike Track Revenue	**(110,000)**	**(110,000)**	**0**	**0**	**0**	**0**	**(110,000)**
0135. Capital Grants Received	(110,000)	(110,000)	0	0	0	0	(110,000)
01340. Regional Roads Revenue	**(859,000)**	**(870,000)**	**0**	**(734,148)**	**0**	**(734,148)**	**(135,852)**
0115. Grants & Subsidies Recurrent	(859,000)	(870,000)	0	(435,000)	0	(435,000)	(435,000)
0135. Capital Grants Received	0	0	0	(299,148)	0	(299,148)	299,148
Street Lighting	**(42,000)**	**(42,000)**	**0**	**0**	**0**	**0**	**(42,000)**
01390. Street Lighting Revenue	**(42,000)**	**(42,000)**	**0**	**0**	**0**	**0**	**(42,000)**
0115. Grants & Subsidies Recurrent	(42,000)	(42,000)	0	0	0	0	(42,000)
Stormwater Drainage	**(117,000)**	**(117,000)**	**0**	**0**	**0**	**0**	**(117,000)**
01400. Stormwater Drainage Revenue	**(117,000)**	**(117,000)**	**0**	**0**	**0**	**0**	**(117,000)**
0115. Grants & Subsidies Recurrent	(117,000)	(117,000)	0	0	0	0	(117,000)
Waste Management	**(977,246)**	**(977,246)**	**(10,776)**	**(900,582)**	**0**	**(900,582)**	**(76,664)**
01410. Waste Management Revenue	**(977,246)**	**(977,246)**	**(10,776)**	**(900,582)**	**0**	**(900,582)**	**(76,664)**
0100. Rates & Charges	(825,746)	(825,746)	(178)	(824,857)	0	(824,857)	(889)
0110. User Fees & Charges	(135,000)	(135,000)	(10,598)	(75,725)	0	(75,725)	(59,275)
0115. Grants & Subsidies Recurrent	(16,500)	(16,500)	0	0	0	0	(16,500)
Water	**(1,461,000)**	**(1,461,772)**	**(863)**	**(439,574)**	**0**	**(439,574)**	**(1,022,197)**
21000. Water Revenue Fund 2	**(1,461,000)**	**(1,461,772)**	**(863)**	**(439,574)**	**0**	**(439,574)**	**(1,022,197)**
0100. Rates & Charges	(840,000)	(840,000)	0	(279,061)	0	(279,061)	(560,939)
0110. User Fees & Charges	(570,000)	(520,000)	(863)	(98,916)	0	(98,916)	(421,084)
0115. Grants & Subsidies Recurrent	(11,000)	(61,772)	0	(50,772)	0	(50,772)	(11,000)
0120. Interest & Investment Income	(30,000)	(30,000)	0	(10,826)	0	(10,826)	(19,174)
0130. Other Income	(10,000)	(10,000)	0	0	0	0	(10,000)
Sewer	**(1,243,252)**	**(1,243,252)**	**(5,432)**	**(1,185,097)**	**0**	**(1,185,097)**	**(58,155)**
31000. Sewerage Services Revenue Fund 3	**(1,243,252)**	**(1,243,252)**	**(5,432)**	**(1,185,097)**	**0**	**(1,185,097)**	**(58,155)**
0100. Rates & Charges	(1,126,752)	(1,126,752)	(295)	(1,119,530)	0	(1,119,530)	(7,222)
0110. User Fees & Charges	(45,000)	(45,000)	(737)	(20,497)	0	(20,497)	(24,503)
0115. Grants & Subsidies Recurrent	(11,500)	(11,500)	0	0	0	0	(11,500)
0120. Interest & Investment Income	(60,000)	(60,000)	0	(24,665)	0	(24,665)	(35,335)
0130. Other Income	0	0	(4,400)	(20,405)	0	(20,405)	20,405
Aerodrome	**(12,000)**	**(12,000)**	**0**	**0**	**0**	**0**	**(12,000)**
01510. Aerodrome Revenue	**(12,000)**	**(12,000)**	**0**	**0**	**0**	**0**	**(12,000)**
0110. User Fees & Charges	(12,000)	(12,000)	0	0	0	0	(12,000)
Cemeteries	**(87,000)**	**(87,000)**	**(5,842)**	**(20,227)**	**0**	**(20,227)**	**(66,773)**

Budget Item	Original Budget	Revised Budget	November Monthly Actuals	YTD Actuals	Committment Value	YTD Actuals (inc Committments)	YTD Variance (inc Committments)
01530. Cemetery Revenue	**(87,000)**	**(87,000)**	**(5,842)**	**(20,227)**	**0**	**(20,227)**	**(66,773)**
0110. User Fees & Charges	(87,000)	(87,000)	(5,530)	(19,078)	0	(19,078)	(67,922)
0125. Reimbursements	0	0	(312)	(1,149)	0	(1,149)	1,149
Plant Operations	**(15,000)**	**(15,000)**	**(553)**	**(11,012)**	**0**	**(11,012)**	**(3,988)**
01540. Plant & Workshop Operating Revenue	**(15,000)**	**(15,000)**	**(553)**	**(4,147)**	**0**	**(4,147)**	**(10,853)**
0110. User Fees & Charges	(15,000)	(15,000)	(553)	(4,147)	0	(4,147)	(10,853)
01550. Plant Disposal Proceeds Revenue	**0**	**0**	**0**	**(6,865)**	**0**	**(6,865)**	**6,865**
0950. Proceeds on Sales of Assets	0	0	0	(6,865)	0	(6,865)	6,865
Private Works	**(140,000)**	**(140,000)**	**(32,732)**	**(128,485)**	**0**	**(128,485)**	**(11,515)**
01600. Private Works Revenue	**(140,000)**	**(140,000)**	**(32,732)**	**(128,485)**	**0**	**(128,485)**	**(11,515)**
0110. User Fees & Charges	(140,000)	(140,000)	(32,732)	(128,485)	0	(128,485)	(11,515)
Recreation Sport Leisure	**(4,000,000)**	**(5,209,728)**	**(1,573,533)**	**(4,711,122)**	**0**	**(4,711,122)**	**(498,606)**
01720. Swimming Pool(s) Revenue	**(4,000,000)**	**(5,209,728)**	**(1,573,533)**	**(4,711,122)**	**0**	**(4,711,122)**	**(498,606)**
0115. Grants & Subsidies Recurrent	0	(6,020)	(6,622)	(114,387)	0	(114,387)	108,367
0135. Capital Grants Received	(4,000,000)	(5,203,708)	(1,566,911)	(4,596,735)	0	(4,596,735)	(606,973)
Fire Prevention and Emergency Services	**(150,000)**	**(143,000)**	**0**	**0**	**0**	**0**	**(143,000)**
02070. Fire Control Revenue	**(150,000)**	**(143,000)**	**0**	**0**	**0**	**0**	**(143,000)**
0115. Grants & Subsidies Recurrent	(150,000)	(143,000)	0	0	0	0	(143,000)
Development and Environmental Services	**(176,000)**	**(176,000)**	**(47,699)**	**(38,968)**	**0**	**(38,968)**	**(137,032)**
Buildings and Property	**(88,000)**	**(88,000)**	**(14,430)**	**30,363**	**0**	**30,363**	**(118,363)**
01490. Buildings Revenue	**(88,000)**	**(88,000)**	**(14,430)**	**30,363**	**0**	**30,363**	**(118,363)**
0105. Statutory Fees & Charges	(3,000)	(3,000)	(195)	(241)	0	(241)	(2,759)
0110. User Fees & Charges	(85,000)	(85,000)	(14,235)	(29,396)	0	(29,396)	(55,604)
0135. Capital Grants Received	0	0	0	60,000	0	60,000	(60,000)
Planning	**(56,000)**	**(56,000)**	**(31,558)**	**(48,439)**	**0**	**(48,439)**	**(7,561)**
02010. Town Planning Office Revenue	**(56,000)**	**(56,000)**	**(31,558)**	**(48,439)**	**0**	**(48,439)**	**(7,561)**
0105. Statutory Fees & Charges	(48,000)	(48,000)	(24,529)	(41,060)	0	(41,060)	(6,940)
0110. User Fees & Charges	0	0	(41)	(41)	0	(41)	41
0125. Reimbursements	(8,000)	(8,000)	(6,987)	(7,338)	0	(7,338)	(662)
Building	**(17,000)**	**(17,000)**	**(643)**	**(11,625)**	**0**	**(11,625)**	**(5,375)**
01740. Halls & Community Centres Revenue	**(5,000)**	**(5,000)**	**(440)**	**(1,408)**	**0**	**(1,408)**	**(3,592)**
0110. User Fees & Charges	(5,000)	(5,000)	(440)	(1,408)	0	(1,408)	(3,592)
02020. Building Control Office Revenue	**(12,000)**	**(12,000)**	**(203)**	**(10,217)**	**0**	**(10,217)**	**(1,783)**
0105. Statutory Fees & Charges	(12,000)	(12,000)	(203)	(10,217)	0	(10,217)	(1,783)
Regulatory Services	**(10,000)**	**(10,000)**	**(498)**	**(6,147)**	**0**	**(6,147)**	**(3,853)**
02030. Parking & Other Ranger Services Rever	**(8,000)**	**(8,000)**	**(138)**	**(3,758)**	**0**	**(3,758)**	**(4,242)**
0105. Statutory Fees & Charges	(7,000)	(7,000)	(138)	(3,758)	0	(3,758)	(3,242)
0110. User Fees & Charges	(1,000)	(1,000)	0	0	0	0	(1,000)
02050. Other Law & Order Revenue	**(2,000)**	**(2,000)**	**(360)**	**(2,389)**	**0**	**(2,389)**	**389**
0110. User Fees & Charges	(2,000)	(2,000)	(360)	(2,389)	0	(2,389)	389
Public Health	**(5,000)**	**(5,000)**	**(570)**	**(3,120)**	**0**	**(3,120)**	**(1,880)**
02100. Health Administration & Inspection Reve	**(5,000)**	**(5,000)**	**(570)**	**(3,120)**	**0**	**(3,120)**	**(1,880)**
0105. Statutory Fees & Charges	(5,000)	(5,000)	(570)	(3,120)	0	(3,120)	(1,880)
Expenditure	**28,416,370**	**32,431,054**	**2,433,271**	**11,554,653**	**4,263,186**	**15,817,839**	**16,613,214**
General Manager	**2,320,555**	**3,069,454**	**236,168**	**845,345**	**207,368**	**1,052,712**	**2,016,742**
General Manager`s Office	**507,200**	**507,200**	**39,927**	**199,506**	**4,182**	**203,689**	**303,511**
03000. General Manager's Office	**507,200**	**507,200**	**39,927**	**199,506**	**4,182**	**203,689**	**303,511**
0300. Employee Costs	404,000	404,000	28,462	148,932	0	148,932	255,068
0310. Staff Training	15,000	15,000	0	4,432	0	4,432	10,568
0350. Office Administration Expenditure	1,000	1,000	0	527	102	629	371
0360. Professional Services	70,200	50,200	11,465	25,432	4,080	29,512	20,688
0370. Subscriptions and Memberships	2,000	22,000	0	20,184	0	20,184	1,816
0970. Plant Hire (Internal)	15,000	15,000	0	0	0	0	15,000
Elected Members	**198,500**	**193,500**	**11,398**	**67,958**	**1,182**	**69,140**	**124,360**
03020. Elected Members Expenses	**198,500**	**193,500**	**11,398**	**67,958**	**1,182**	**69,140**	**124,360**
0310. Staff Training	10,500	10,500	890	890	0	890	9,610
0330. Mayor & Elected Member Expenses	151,000	146,000	9,954	55,643	0	55,643	90,357
0340. Civic Functions & Ceremonies	24,000	24,000	504	5,325	1,182	6,507	17,493
0405. Grants / Donations Paid	13,000	13,000	50	6,100	0	6,100	6,900
Governance	**413,355**	**413,355**	**31,693**	**170,556**	**15,295**	**185,851**	**227,504**
03050. Other Governance	**413,355**	**413,355**	**31,693**	**170,556**	**15,295**	**185,851**	**227,504**
0300. Employee Costs	335,000	335,000	30,496	144,361	0	144,361	190,639
0310. Staff Training	7,355	7,355	0	134	0	134	7,221
0350. Office Administration Expenditure	1,000	1,000	0	0	0	0	1,000
0360. Professional Services	40,000	40,000	1,197	2,394	3,000	5,394	34,606

Budget Item	Original Budget	Revised Budget	November Monthly Actuals	YTD Actuals	Committment Value	YTD Actuals (inc Committments)	YTD Variance (inc Committments)
0370. Subscriptions and Memberships	30,000	30,000	0	23,667	12,295	35,962	(5,962)
Tourism and Events	**488,500**	**488,500**	**22,749**	**136,556**	**4,357**	**140,914**	**347,587**
03900. Area Promotion	**77,000**	**77,000**	**7,392**	**38,919**	**2,316**	**41,235**	**35,765**
0350. Office Administration Expenditure	16,000	16,000	7,311	10,134	656	10,790	5,210
0396. Merchandise	29,000	29,000	0	21,204	1,660	22,864	6,136
0405. Grants / Donations Paid	30,000	30,000	0	7,500	0	7,500	22,500
0460. Community Programs & Events	2,000	2,000	81	81	0	81	1,919
03910. Events Staging & Promotion	**148,500**	**148,500**	**0**	**6,786**	**1,200**	**7,986**	**140,514**
0350. Office Administration Expenditure	1,000	1,000	0	0	0	0	1,000
0460. Community Programs & Events	147,500	147,500	0	6,786	1,200	7,986	139,514
03920. Tourism Operations	**263,000**	**263,000**	**15,357**	**90,851**	**841**	**91,692**	**171,308**
0300. Employee Costs	209,000	209,000	14,370	73,960	0	73,960	135,040
0310. Staff Training	5,000	5,000	0	134	0	134	4,866
0350. Office Administration Expenditure	9,000	9,000	521	1,620	659	2,279	6,721
0370. Subscriptions and Memberships	32,000	32,000	258	14,503	182	14,685	17,315
0375. Office Equipment & Furniture	1,000	1,000	135	270	0	270	730
0460. Community Programs & Events	5,000	5,000	73	364	0	364	4,636
0970. Plant Hire (Internal)	2,000	2,000	0	0	0	0	2,000
Business and Economic Development	**713,000**	**1,466,899**	**130,401**	**270,767**	**182,351**	**453,119**	**1,013,780**
04160. Commercial Undertakings Operations	**10,000**	**208,996**	**3,476**	**3,476**	**0**	**3,476**	**205,520**
0415. Utilities	10,000	10,000	3,476	3,476	0	3,476	6,524
0690. Loss on Disposal of Assets	0	198,996	0	0	0	0	198,996
04170. Economic Development	**521,000**	**138,000**	**10,766**	**32,675**	**182**	**32,857**	**105,143**
0300. Employee Costs	291,000	58,000	5,784	26,816	0	26,816	31,184
0310. Staff Training	5,000	5,000	0	0	0	0	5,000
0350. Office Administration Expenditure	2,000	2,000	0	0	0	0	2,000
0360. Professional Services	175,000	25,000	0	0	0	0	25,000
0370. Subscriptions and Memberships	13,000	13,000	0	327	0	327	12,673
0460. Community Programs & Events	30,000	30,000	4,982	5,532	182	5,714	24,286
0970. Plant Hire (Internal)	5,000	5,000	0	0	0	0	5,000
04171. Economic Development Programs	**0**	**933,000**	**102,239**	**189,148**	**159,101**	**348,249**	**584,751**
0300. Employee Costs	0	433,000	0	0	0	0	433,000
0360. Professional Services	0	500,000	0	0	0	0	500,000
0460. Community Programs & Events	0	0	102,239	189,148	159,101	348,249	(348,249)
04172. Youth Programs	**182,000**	**186,903**	**13,921**	**45,469**	**23,068**	**68,537**	**118,366**
0300. Employee Costs	84,000	84,000	7,558	33,936	0	33,936	50,064
0310. Staff Training	2,000	2,000	0	0	0	0	2,000
0350. Office Administration Expenditure	2,000	2,000	0	0	0	0	2,000
0360. Professional Services	40,000	40,000	0	0	0	0	40,000
0370. Subscriptions and Memberships	2,000	2,000	0	0	0	0	2,000
0460. Community Programs & Events	50,000	54,903	6,364	11,533	23,068	34,601	20,302
0970. Plant Hire (Internal)	2,000	2,000	0	0	0	0	2,000
Corporate Services	**2,188,583**	**2,340,783**	**340,468**	**1,257,183**	**60,732**	**1,317,915**	**1,022,866**
Manager Corporate Service Office	**227,200**	**244,400**	**101,527**	**271,583**	**23,915**	**295,498**	**(51,099)**
03100. Corporate Services Management	**227,200**	**244,400**	**101,527**	**271,583**	**23,915**	**295,498**	**(51,099)**
0300. Employee Costs	890,000	890,000	72,331	379,287	0	379,287	510,713
0310. Staff Training	10,000	10,000	0	1,985	0	1,985	8,015
0350. Office Administration Expenditure	88,000	90,200	5,656	36,116	8,751	44,867	45,333
0360. Professional Services	148,000	148,000	20,976	46,981	0	46,981	101,019
0365. Legal & Debt Recovery Costs	10,000	25,000	2,565	8,965	15,164	24,129	871
0375. Office Equipment & Furniture	2,000	2,000	0	0	0	0	2,000
0680. Depreciation	12,200	12,200	0	0	0	0	12,200
0970. Plant Hire (Internal)	4,000	4,000	0	0	0	0	4,000
0980. Overheads / Internal Recharges	(937,000)	(937,000)	0	(201,750)	0	(201,750)	(735,250)
Finance	**391,207**	**391,207**	**84,386**	**278,681**	**3,973**	**282,655**	**108,552**
03120. Financial Control Operations	**227,000**	**227,000**	**2,282**	**196,577**	**3,973**	**200,551**	**26,449**
0380. Bank Charges	20,000	20,000	2,282	6,809	0	6,809	13,191
0410. Insurance	207,000	207,000	0	189,767	3,973	193,740	13,260
0450. Sundry Expenses	0	0	0	2	0	2	(2)
03121. Loan Repayments	**164,207**	**164,207**	**82,104**	**82,104**	**0**	**82,104**	**82,103**
0945. Loan Repayments	164,207	164,207	82,104	82,104	0	82,104	82,103
Information Technology	**492,000**	**562,000**	**39,924**	**258,258**	**20,279**	**278,536**	**283,464**
03140. IT Services	**452,000**	**522,000**	**39,924**	**258,258**	**20,279**	**278,536**	**243,464**
0355. Computer / IT Costs	452,000	522,000	39,924	258,258	20,279	278,536	243,464
07140. IT Services Capital Expenditure	**40,000**	**40,000**	**0**	**0**	**0**	**0**	**40,000**

Budget Item	Original Budget	Revised Budget	November Monthly Actuals	YTD Actuals	Committment Value	YTD Actuals (inc Committments)	YTD Variance (inc Committments)
0703. IT Capital Expenditure	40,000	40,000	0	0	0	0	40,000
Libraries	**281,100**	**346,100**	**61,647**	**163,638**	**1,273**	**164,910**	**181,191**
03710. Libraries	**281,100**	**346,100**	**61,647**	**163,638**	**1,273**	**164,910**	**181,191**
0300. Employee Costs	135,000	200,000	21,841	95,126	0	95,126	104,874
0310. Staff Training	2,000	2,000	0	790	0	790	1,210
0350. Office Administration Expenditure	10,000	10,000	452	2,096	0	2,096	7,904
0360. Professional Services	34,000	34,000	35,179	35,179	0	35,179	(1,179)
0370. Subscriptions and Memberships	6,000	6,000	400	1,066	0	1,066	4,934
0375. Office Equipment & Furniture	4,000	4,000	0	952	455	1,406	2,594
0390. Library Resources	23,000	23,000	462	2,244	0	2,244	20,756
0410. Insurance	15,000	15,000	0	14,461	0	14,461	539
0415. Utilities	5,100	5,100	1,294	1,969	0	1,969	3,131
0420. Security	1,000	1,000	165	330	0	330	670
0425. Cleaning Costs	15,000	15,000	0	3,109	0	3,109	11,891
0450. Sundry Expenses	1,500	1,500	246	365	0	365	1,135
0460. Community Programs & Events	3,000	3,000	567	1,311	182	1,493	1,507
0510. Grounds Maintenance	10,000	10,000	322	2,436	182	2,618	7,382
0530. Building Maintenance	15,000	15,000	655	2,139	455	2,593	12,407
0970. Plant Hire (Internal)	1,500	1,500	64	64	0	64	1,436
Children Youth and Family Services	**40,000**	**40,000**	**3,072**	**14,530**	**0**	**14,530**	**25,469**
03780. Children and Family Services	**40,000**	**40,000**	**3,072**	**14,530**	**0**	**14,530**	**25,469**
0300. Employee Costs	36,000	36,000	2,743	13,976	0	13,976	22,024
0350. Office Administration Expenditure	4,000	4,000	329	555	0	555	3,445
Aged and Disability Care Services	**450,376**	**450,376**	**34,086**	**166,073**	**7,948**	**174,021**	**276,354**
03810. Aged & Disabled	**422,376**	**422,376**	**33,852**	**164,094**	**6,675**	**170,769**	**251,606**
0300. Employee Costs	199,000	199,000	24,303	107,481	0	107,481	91,519
0310. Staff Training	7,000	7,000	0	0	0	0	7,000
0350. Office Administration Expenditure	48,376	48,376	613	7,166	0	7,166	41,210
0375. Office Equipment & Furniture	13,000	13,000	77	772	0	772	12,228
0400. Volunteer Support	15,000	15,000	2,022	8,315	0	8,315	6,685
0460. Community Programs & Events	140,000	140,000	6,836	40,360	6,675	47,036	92,964
03820. Health Related Transport	**28,000**	**28,000**	**233**	**1,979**	**1,273**	**3,252**	**24,748**
0400. Volunteer Support	10,000	10,000	0	225	0	225	9,775
0460. Community Programs & Events	10,000	10,000	233	1,754	1,273	3,027	6,973
0680. Depreciation	8,000	8,000	0	0	0	0	8,000
Community Transport	**174,000**	**174,000**	**5,248**	**40,802**	**417**	**41,219**	**132,780**
03860. Community Transport	**174,000**	**174,000**	**5,248**	**40,802**	**417**	**41,219**	**132,780**
0300. Employee Costs	51,500	51,500	3,400	15,060	0	15,060	36,440
0310. Staff Training	4,500	4,500	0	0	0	0	4,500
0350. Office Administration Expenditure	15,000	15,000	333	2,476	417	2,893	12,107
0375. Office Equipment & Furniture	6,000	6,000	0	0	0	0	6,000
0400. Volunteer Support	12,000	12,000	0	90	0	90	11,910
0460. Community Programs & Events	85,000	85,000	1,515	23,177	0	23,177	61,823
Arts and Culture	**132,700**	**132,700**	**10,578**	**63,618**	**2,927**	**66,545**	**66,155**
03880. Theatres & Museums	**121,700**	**121,700**	**10,578**	**60,618**	**2,927**	**63,545**	**58,155**
0410. Insurance	23,500	23,500	0	23,686	0	23,686	(186)
0415. Utilities	17,200	17,200	3,511	7,653	45	7,698	9,502
0425. Cleaning Costs	3,500	3,500	0	0	0	0	3,500
0460. Community Programs & Events	0	0	0	110	150	260	(260)
0510. Grounds Maintenance	54,000	54,000	1,518	9,459	545	10,004	43,996
0530. Building Maintenance	17,000	17,000	5,548	19,710	2,186	21,897	(4,897)
0680. Depreciation	6,500	6,500	0	0	0	0	6,500
03890. Other Culture	**11,000**	**11,000**	**0**	**3,000**	**0**	**3,000**	**8,000**
0460. Community Programs & Events	11,000	11,000	0	3,000	0	3,000	8,000
Engineering	**21,907,232**	**24,846,817**	**1,777,311**	**8,912,365**	**3,651,865**	**12,564,230**	**12,282,587**
Manager Engineering Office	**724,600**	**733,790**	**65,269**	**301,499**	**2,456**	**303,955**	**429,835**
03200. Engineering Operations Management	**724,600**	**733,790**	**65,269**	**301,499**	**2,456**	**303,955**	**429,835**
0300. Employee Costs	665,000	665,000	62,678	276,042	0	276,042	388,958
0310. Staff Training	17,100	17,100	126	3,685	0	3,685	13,415
0350. Office Administration Expenditure	9,000	9,000	1,132	3,869	266	4,135	4,865
0360. Professional Services	0	2,190	0	0	2,190	2,190	0
0370. Subscriptions and Memberships	3,000	10,000	0	9,810	0	9,810	190
0375. Office Equipment & Furniture	500	500	0	0	0	0	500
0970. Plant Hire (Internal)	30,000	30,000	1,333	8,093	0	8,093	21,907
Parks and Reserves	**793,500**	**813,404**	**49,016**	**234,623**	**11,109**	**245,732**	**567,673**

Budget Item	Original Budget	Revised Budget	November Monthly Actuals	YTD Actuals	Committment Value	YTD Actuals (inc Committments)	YTD Variance (inc Committments)
03220. Noxious Weeds Expenditure	**80,000**	**80,000**	**6,295**	**36,090**	**0**	**36,090**	**43,910**
0519. Pest Plant Control	80,000	80,000	6,295	36,090	0	36,090	43,910
03230. Parks Reserves & Horticulture	**681,500**	**681,500**	**42,721**	**174,713**	**11,109**	**185,823**	**495,678**
0415. Utilities	61,500	61,500	16,754	17,942	0	17,942	43,558
0510. Grounds Maintenance	297,000	297,000	16,918	103,464	3,055	106,518	190,482
0512. Irrigation System Maintenance	15,500	15,500	889	10,062	5,091	15,153	347
0513. Playground Maintenance	6,500	6,500	367	2,131	0	2,131	4,369
0515. Tree Maintenance/Management	20,000	20,000	5,813	13,414	0	13,414	6,586
0530. Building Maintenance	51,000	51,000	1,981	27,700	2,964	30,664	20,336
0680. Depreciation	230,000	230,000	0	0	0	0	230,000
07230. Parks Reserves & Horticulture Capital W	**32,000**	**51,904**	**0**	**23,819**	**0**	**23,819**	**28,085**
0712. Other Improvements to Land Capital Wor	27,000	46,904	0	23,819	0	23,819	23,085
0713. Playground Capital Works	5,000	5,000	0	0	0	0	5,000
Sport and Recreation Facilities	**47,000**	**47,000**	**27,300**	**35,744**	**727**	**36,471**	**10,528**
03240. Sport Grounds & Recreation Facilities	**47,000**	**47,000**	**27,223**	**31,972**	**727**	**32,699**	**14,300**
0510. Grounds Maintenance	47,000	47,000	25,384	27,198	727	27,926	19,074
0530. Building Maintenance	0	0	1,839	4,774	0	4,774	(4,774)
07240. Sport Grounds & Recreation Facilities C	**0**	**0**	**77**	**3,772**	**0**	**3,772**	**(3,772)**
0711. Sport & Recreation Capital Works	0	0	77	3,772	0	3,772	(3,772)
Roads Bridges Footpaths	**9,061,066**	**9,084,760**	**271,815**	**1,655,544**	**1,479,524**	**3,135,068**	**5,949,693**
03260. Roads & Bridges Maintenance	**46,124**	**46,124**	**4,209**	**17,027**	**5,959**	**22,986**	**23,138**
0550. Road Signs Maintenance	46,124	46,124	4,209	17,027	5,959	22,986	23,138
03280. Bridges Maintenance	**100,000**	**100,000**	**0**	**0**	**0**	**0**	**100,000**
0680. Depreciation	100,000	100,000	0	0	0	0	100,000
03300. Footpaths & Bike Track Maintenance	**160,000**	**160,000**	**3,129**	**9,469**	**10,055**	**19,524**	**140,476**
0560. Footpath Maintenance	30,000	30,000	3,129	9,469	10,055	19,524	10,476
0680. Depreciation	130,000	130,000	0	0	0	0	130,000
03310. Kerb & Gutter Maintenance	**20,000**	**20,000**	**1,255**	**2,619**	**1,818**	**4,437**	**15,563**
0546. Kerb & Gutter Maintenance	20,000	20,000	1,255	2,619	1,818	4,437	15,563
03320. Road Furniture Maintenance	**22,000**	**42,000**	**166**	**7,270**	**91**	**7,360**	**34,640**
0547. Road Furniture Maintenance	9,000	29,000	166	7,270	91	7,360	21,640
0680. Depreciation	13,000	13,000	0	0	0	0	13,000
03330. Urban Streets Maintenance	**534,251**	**534,251**	**14,990**	**65,840**	**15,668**	**81,509**	**452,743**
0515. Tree Maintenance/Management	51,251	51,251	5,783	29,757	8,441	38,197	13,054
0540. Road Maintenance	123,000	123,000	9,207	36,084	7,227	43,311	79,689
0680. Depreciation	360,000	360,000	0	0	0	0	360,000
03340. Regional Roads Maintenance	**890,000**	**987,000**	**5,986**	**76,705**	**181,364**	**258,068**	**728,932**
0540. Road Maintenance	300,000	397,000	5,986	76,705	181,364	258,068	138,932
0680. Depreciation	590,000	590,000	0	0	0	0	590,000
03350. Sealed Rural Roads	**835,973**	**835,973**	**12,912**	**44,045**	**1,364**	**45,409**	**790,564**
0540. Road Maintenance	120,973	120,973	12,912	44,045	1,364	45,409	75,564
0680. Depreciation	715,000	715,000	0	0	0	0	715,000
03360. Unsealed Rural Roads Maintenance	**1,224,000**	**1,012,880**	**9,728**	**308,592**	**1,091**	**309,683**	**703,197**
0540. Road Maintenance	1,224,000	1,012,880	9,728	308,592	1,091	309,683	703,197
07280. Bridges Capital Works	**0**	**1,347,120**	**215,445**	**955,628**	**620,910**	**1,576,538**	**(229,418)**
0745. Bridge & Culvert Capital Works	0	1,347,120	215,445	955,628	620,910	1,576,538	(229,418)
07300. Footpaths & Bike Track Capital Works	**120,151**	**80,151**	**0**	**8,146**	**0**	**8,146**	**72,005**
0761. Bike Track Capital Works	120,151	80,151	0	8,146	0	8,146	72,005
07320. Road Furniture Capital Works	**17,000**	**37,000**	**0**	**12,396**	**0**	**12,396**	**24,604**
0749. Road Furniture Capital Works	17,000	37,000	0	12,396	0	12,396	24,604
07330. Urban Streets Capital Works	**384,747**	**190,000**	**0**	**0**	**193,973**	**193,973**	**(3,973)**
0740. Road Capital Works	384,747	190,000	0	0	193,973	193,973	(3,973)
07340. Regional Roads Capital Works	**1,459,000**	**200,000**	**0**	**14,609**	**189,200**	**203,809**	**(3,809)**
0740. Road Capital Works	1,459,000	200,000	0	14,609	189,200	203,809	(3,809)
07350. Sealed Rural Roads Capital Works	**3,247,820**	**3,492,261**	**3,995**	**133,198**	**258,032**	**391,230**	**3,101,031**
0740. Road Capital Works	3,247,820	3,492,261	3,995	133,198	258,032	391,230	3,101,031
Street Lighting	**100,000**	**100,000**	**0**	**22,571**	**0**	**22,571**	**77,429**
03390. Street Lighting Operations	**100,000**	**100,000**	**0**	**22,571**	**0**	**22,571**	**77,429**
0415. Utilities	100,000	100,000	0	22,571	0	22,571	77,429
Stormwater Drainage	**486,500**	**486,500**	**22,901**	**28,111**	**3,636**	**31,747**	**454,753**
03400. Stormwater Drainage Maintenance	**431,500**	**431,500**	**2,625**	**7,835**	**3,636**	**11,471**	**420,029**
0570. Stormwater Drainage Maintenance	60,000	60,000	2,625	7,835	3,636	11,471	48,529
0572. Levy Works	136,500	136,500	0	0	0	0	136,500
0680. Depreciation	235,000	235,000	0	0	0	0	235,000
07400. Stormwater Drainage Capital Works	**55,000**	**55,000**	**20,276**	**20,276**	**0**	**20,276**	**34,724**

Budget Item	Original Budget	Revised Budget	November Monthly Actuals	YTD Actuals	Committment Value	YTD Actuals (inc Committments)	YTD Variance (inc Committments)
0770. Stormwater Drainage Capital Works	55,000	55,000	20,276	20,276	0	20,276	34,724
Waste Management	**1,069,550**	**1,069,550**	**63,950**	**351,935**	**6,541**	**358,476**	**711,073**
03420. Domestic Refuse Collection	**160,000**	**160,000**	**0**	**23,793**	**0**	**23,793**	**136,207**
0622. Kerb Side Collections	160,000	160,000	0	23,793	0	23,793	136,207
03430. Waste Disposal Site Operations	**865,000**	**865,000**	**63,950**	**328,143**	**5,591**	**333,734**	**531,266**
0623. Waste Site Maintenance	580,000	580,000	49,657	281,276	3,500	284,776	295,224
0624. Recycling Operations	105,000	105,000	14,293	46,867	2,091	48,958	56,042
0680. Depreciation	180,000	180,000	0	0	0	0	180,000
07410. Waste Management Capital Works	**17,550**	**17,550**	**0**	**0**	**950**	**950**	**16,600**
0821. Waste Management Capital Works	17,550	17,550	0	0	950	950	16,600
07430. Waste Disposal Site Capital Works	**27,000**	**27,000**	**0**	**0**	**0**	**0**	**27,000**
0820. Waste Disposal Capital Works	27,000	27,000	0	0	0	0	27,000
Sanitation	**192,000**	**192,000**	**18,372**	**79,902**	**2,877**	**82,778**	**109,222**
03450. Public Amenities Maintenance	**170,000**	**170,000**	**16,080**	**77,579**	**2,558**	**80,138**	**89,863**
0425. Cleaning Costs	170,000	170,000	16,080	77,145	2,558	79,703	90,297
0531. Public Amenities Maintenance	0	0	0	434	0	434	(434)
03460. Other Sanitation Expenditure	**22,000**	**22,000**	**2,292**	**2,322**	**318**	**2,641**	**19,359**
0500. General Maintenance	22,000	22,000	2,292	2,322	318	2,641	19,359
Water	**1,898,000**	**1,947,870**	**79,832**	**534,919**	**66,527**	**601,446**	**1,346,423**
23000. Water Infrastructure Operations Fund 2	**961,000**	**1,005,144**	**22,342**	**187,655**	**1,905**	**189,560**	**815,583**
0310. Staff Training	10,000	10,000	(1,483)	6,116	450	6,566	3,434
0350. Office Administration Expenditure	30,000	51,371	0	51,371	0	51,371	0
0360. Professional Services	0	22,773	0	0	1,455	1,455	21,318
0370. Subscriptions and Memberships	1,000	1,000	0	727	0	727	273
0415. Utilities	148,000	148,000	23,825	37,692	0	37,692	110,308
0680. Depreciation	405,000	405,000	0	0	0	0	405,000
0980. Overheads / Internal Recharges	367,000	367,000	0	91,750	0	91,750	275,250
23100. Water Infrastructure Asset Maintenance	**500,000**	**500,000**	**57,098**	**285,802**	**36,761**	**322,563**	**177,437**
0581. Water Mains Maintenance	150,000	150,000	11,999	62,087	2,038	64,125	85,875
0582. Water Meter Maintenance	40,000	40,000	14,628	47,616	0	47,616	(7,616)
0583. Filtration Plant Maintenance	150,000	150,000	24,662	133,904	13,870	147,774	2,226
0584. Reservoir Maintenance	40,000	40,000	3,472	12,612	7,080	19,692	20,308
0590. Pump Station Maintenance	120,000	120,000	2,338	29,582	13,774	43,356	76,644
27000. Water Infrastructure Capital Works Func	**437,000**	**442,726**	**392**	**61,462**	**27,861**	**89,323**	**353,403**
0781. Water Mains Capital Works	120,000	120,000	0	2,040	0	2,040	117,960
0783. Filtration Plant Capital Works	135,000	140,726	(3,941)	19,089	27,861	46,950	93,776
0790. Pump Station Capital Works	182,000	182,000	4,333	40,333	0	40,333	141,667
Sewer	**1,569,876**	**2,216,844**	**103,697**	**450,366**	**236,940**	**687,305**	**1,529,539**
33000. Sewerage Services Operations Fund 3	**976,376**	**1,623,344**	**63,703**	**343,703**	**215,342**	**559,046**	**1,064,298**
0310. Staff Training	6,000	6,000	8,243	11,019	0	11,019	(5,019)
0350. Office Administration Expenditure	30,000	55,180	0	45,180	0	45,180	10,000
0360. Professional Services	0	121,788	0	25,050	19,912	44,962	76,826
0365. Legal & Debt Recovery Costs	0	500,000	49,460	88,284	195,430	283,714	216,286
0370. Subscriptions and Memberships	1,000	1,000	0	0	0	0	1,000
0415. Utilities	61,600	61,600	6,000	22,783	0	22,783	38,817
0680. Depreciation	420,000	420,000	0	0	0	0	420,000
0945. Loan Repayments	147,776	147,776	0	73,888	0	73,888	73,888
0980. Overheads / Internal Recharges	310,000	310,000	0	77,500	0	77,500	232,500
33100. Sewerage Services Asset Maintenance	**275,500**	**275,500**	**23,894**	**90,563**	**8,670**	**99,233**	**176,268**
0590. Pump Station Maintenance	70,500	70,500	2,743	10,266	458	10,723	59,777
0591. Fixed Plant & Equipment Maintenance	130,000	130,000	5,924	32,049	712	32,761	97,239
0601. Sewer Mains Maintenance	75,000	75,000	15,227	48,248	7,500	55,748	19,252
37000. Sewerage Services Infrastructure Capit	**318,000**	**318,000**	**16,100**	**16,100**	**12,927**	**29,027**	**288,973**
0790. Pump Station Capital Works	28,000	28,000	0	0	6,200	6,200	21,800
0791. Fixed Plant & Equipment Capital Works	0	0	0	0	6,727	6,727	(6,727)
0801. Sewer Mains Capital Works	290,000	290,000	16,100	16,100	0	16,100	273,900
Car Parks	**14,200**	**14,200**	**0**	**0**	**0**	**0**	**14,200**
03500. Parking Facilities	**14,200**	**14,200**	**0**	**0**	**0**	**0**	**14,200**
0680. Depreciation	14,200	14,200	0	0	0	0	14,200
Aerodrome	**163,500**	**187,208**	**17,154**	**40,790**	**645**	**41,435**	**145,772**
03510. Aerodrome Operations	**163,500**	**187,208**	**17,154**	**40,790**	**645**	**41,435**	**145,772**
0350. Office Administration Expenditure	600	2,100	41	1,676	0	1,676	424
0410. Insurance	0	2,208	0	2,208	0	2,208	0
0415. Utilities	12,000	12,000	1,338	5,904	0	5,904	6,096
0510. Grounds Maintenance	20,400	20,400	2,876	6,023	0	6,023	14,377

Budget Item	Original Budget	Revised Budget	November Monthly Actuals	YTD Actuals	Committment Value	YTD Actuals (inc Committments)	YTD Variance (inc Committments)
0530. Building Maintenance	13,000	13,000	0	3,003	0	3,003	9,997
0610. Airstrip Apron & Marker Maintenance	19,500	39,500	12,900	21,977	645	22,622	16,878
0680. Depreciation	98,000	98,000	0	0	0	0	98,000
Quarry Operations	**18,000**	**18,000**	**0**	**5,784**	**0**	**5,784**	**12,216**
03520. Quarries & Pits Operations	**18,000**	**18,000**	**0**	**5,784**	**0**	**5,784**	**12,216**
0640. Quarry Operations	10,000	10,000	0	5,784	0	5,784	4,216
0680. Depreciation	8,000	8,000	0	0	0	0	8,000
Cemeteries	**186,240**	**186,240**	**6,661**	**49,070**	**11,038**	**60,108**	**126,132**
03530. Cemetery Operations	**164,200**	**164,200**	**6,661**	**49,070**	**4,138**	**53,208**	**110,992**
0410. Insurance	0	0	0	254	0	254	(254)
0514. Memorial Monument & Plaque Maintenar	24,000	24,000	1,706	5,906	2,938	8,844	15,156
0630. Cemetery Maintenance	134,000	134,000	4,955	42,910	1,200	44,110	89,890
0680. Depreciation	6,200	6,200	0	0	0	0	6,200
07530. Cemetery Capital Works	**22,040**	**22,040**	**0**	**0**	**6,900**	**6,900**	**15,140**
0712. Other Improvements to Land Capital Wor	22,040	22,040	0	0	6,900	6,900	15,140
Plant Operations	**404,000**	**984,145**	**106,024**	**783,712**	**121,094**	**904,806**	**79,339**
03550. Plant Operating Expenses	**1,175,000**	**1,345,000**	**25,805**	**279,590**	**16,292**	**295,882**	**1,049,118**
0505. Plant Operating Expenditure	745,000	745,000	25,805	279,590	16,292	295,882	449,118
0680. Depreciation	430,000	600,000	0	0	0	0	600,000
03560. Plant Recovery of Operating Costs	**(1,175,000)**	**(1,345,000)**	**(77,402)**	**(420,853)**	**0**	**(420,853)**	**(924,147)**
0975. Plant Hire Recovery (Internal)	(1,175,000)	(1,345,000)	(77,402)	(420,853)	0	(420,853)	(924,147)
07540. Plant Purchases	**404,000**	**984,145**	**157,620**	**924,975**	**104,802**	**1,029,777**	**(45,632)**
0705. Plant Purchases	404,000	984,145	157,620	924,975	104,802	1,029,777	(45,632)
Depot Operations	**153,000**	**153,000**	**(9,003)**	**(11,529)**	**8,540**	**(2,989)**	**155,990**
03570. Works Depot Operations	**153,000**	**153,000**	**14,769**	**68,367**	**5,614**	**73,980**	**79,020**
0300. Employee Costs	0	0	0	60	0	60	(60)
0350. Office Administration Expenditure	0	0	0	105	0	105	(105)
0415. Utilities	13,000	13,000	871	6,334	0	6,334	6,666
0450. Sundry Expenses	15,000	15,000	4,827	14,904	955	15,859	(859)
0501. Tools Replacement/Repairs	11,000	11,000	4,440	6,809	0	6,809	4,191
0530. Building Maintenance	29,000	29,000	1,229	3,876	636	4,512	24,488
0591. Fixed Plant & Equipment Maintenance	85,000	85,000	3,402	36,279	4,023	40,301	44,699
03580. Works / Labour Overheads	**1,606,000**	**1,606,000**	**128,207**	**648,908**	**2,927**	**651,835**	**954,165**
0300. Employee Costs	1,560,000	1,560,000	130,541	602,538	2,750	605,288	954,712
0310. Staff Training	46,000	46,000	(2,334)	46,370	0	46,370	(370)
0450. Sundry Expenses	0	0	0	0	177	177	(177)
03590. Works / Labour Overhead Recovery	**(1,606,000)**	**(1,606,000)**	**(151,979)**	**(728,805)**	**0**	**(728,805)**	**(877,195)**
0986. Oncosts Recovered	(1,606,000)	(1,606,000)	(151,979)	(728,805)	0	(728,805)	(877,195)
Private Works	**130,000**	**130,000**	**19,049**	**140,522**	**676**	**141,198**	**(11,198)**
03600. Private Works	**130,000**	**130,000**	**19,049**	**140,522**	**676**	**141,198**	**(11,198)**
0695. Private Works	130,000	130,000	19,049	140,522	676	141,198	(11,198)
Recreation Sport Leisure	**4,319,000**	**5,843,106**	**929,887**	**4,027,713**	**1,686,663**	**5,714,376**	**128,731**
03720. Swimming Pool(s) Operations	**319,000**	**319,000**	**31,176**	**79,342**	**8,183**	**87,524**	**231,476**
0410. Insurance	0	0	0	11,641	0	11,641	(11,641)
0415. Utilities	26,500	26,500	8,625	9,760	0	9,760	16,740
0535. Swimming Pool Maintenance	192,500	192,500	22,551	57,940	8,183	66,123	126,377
0680. Depreciation	100,000	100,000	0	0	0	0	100,000
07720. Swimming Pool(s) Capital Works	**4,000,000**	**5,524,106**	**898,711**	**3,948,372**	**1,678,480**	**5,626,851**	**(102,745)**
0700. Other Capital Works (new/improved asse	0	0	0	28,000	0	28,000	(28,000)
0730. Building Capital Works	0	0	212,576	494,268	410,209	904,477	(904,477)
0791. Fixed Plant & Equipment Capital Works	4,000,000	5,524,106	686,134	3,426,104	1,268,270	4,694,374	829,732
Fire Prevention and Emergency Services	**577,200**	**639,200**	**5,386**	**181,090**	**12,872**	**193,962**	**445,237**
04070. Fire Control Expenses	**559,000**	**621,000**	**5,319**	**176,519**	**12,531**	**189,051**	**431,949**
0350. Office Administration Expenditure	21,500	21,500	5,319	5,678	0	5,678	15,822
0400. Volunteer Support	3,000	3,000	0	618	0	618	2,382
0405. Grants / Donations Paid	284,000	284,000	0	0	0	0	284,000
0410. Insurance	0	0	0	5,357	0	5,357	(5,357)
0415. Utilities	5,000	5,000	0	71,718	0	71,718	(66,718)
0510. Grounds Maintenance	40,000	62,000	0	3,900	0	3,900	58,100
0530. Building Maintenance	14,500	14,500	0	1,809	0	1,809	12,691
0591. Fixed Plant & Equipment Maintenance	66,000	106,000	0	87,439	12,531	99,971	6,029
0680. Depreciation	125,000	125,000	0	0	0	0	125,000
04080. State Emergency Service Expenses	**18,200**	**18,200**	**67**	**4,571**	**341**	**4,912**	**13,288**
0310. Staff Training	0	0	0	0	341	341	(341)
0350. Office Administration Expenditure	7,200	7,200	67	2,410	0	2,410	4,790

Budget Item	Original Budget	Revised Budget	November Monthly Actuals	YTD Actuals	Committment Value	YTD Actuals (inc Committments)	YTD Variance (inc Committments)
0375. Office Equipment & Furniture	500	500	0	0	0	0	500
0405. Grants / Donations Paid	10,500	10,500	0	0	0	0	10,500
0415. Utilities	0	0	0	2,161	0	2,161	(2,161)
Development and Environmental Services	**2,000,000**	**2,174,000**	**79,324**	**539,761**	**343,221**	**882,982**	**1,291,019**
Buildings and Property	**1,278,100**	**1,428,100**	**29,260**	**248,579**	**310,561**	**559,140**	**868,960**
03490. Buildings Maintenance & Operations	**918,100**	**918,100**	**13,107**	**197,822**	**9,940**	**207,763**	**710,337**
0410. Insurance	49,000	49,000	0	48,768	0	48,768	232
0415. Utilities	94,500	94,500	8,557	71,040	0	71,040	23,460
0425. Cleaning Costs	46,000	46,000	0	13,346	0	13,346	32,654
0510. Grounds Maintenance	32,000	32,000	2,463	16,735	182	16,916	15,084
0530. Building Maintenance	146,600	146,600	2,087	45,230	9,759	54,989	91,611
0591. Fixed Plant & Equipment Maintenance	0	0	0	2,704	0	2,704	(2,704)
0680. Depreciation	550,000	550,000	0	0	0	0	550,000
07490. Buildings Capital Works	**360,000**	**510,000**	**16,153**	**50,757**	**300,621**	**351,377**	**158,623**
0730. Building Capital Works	360,000	510,000	16,153	50,757	300,621	351,377	158,623
Planning	**393,000**	**423,000**	**27,766**	**157,178**	**28,740**	**185,918**	**237,083**
04010. Town Planning Office	**393,000**	**423,000**	**27,766**	**157,178**	**28,740**	**185,918**	**237,083**
0300. Employee Costs	309,000	339,000	28,508	140,702	0	140,702	198,298
0310. Staff Training	43,000	43,000	(742)	13,569	0	13,569	29,431
0350. Office Administration Expenditure	1,000	1,000	0	1,231	300	1,531	(531)
0360. Professional Services	30,000	30,000	0	1,675	28,440	30,115	(115)
0970. Plant Hire (Internal)	10,000	10,000	0	0	0	0	10,000
Building	**134,400**	**128,400**	**8,351**	**67,737**	**81**	**67,818**	**60,582**
03740. Halls & Community Centres	**59,400**	**59,400**	**3,662**	**38,476**	**81**	**38,557**	**20,843**
0410. Insurance	20,000	20,000	0	17,979	0	17,979	2,021
0415. Utilities	16,400	16,400	3,316	8,811	0	8,811	7,589
0425. Cleaning Costs	8,000	8,000	0	2,165	0	2,165	5,835
0510. Grounds Maintenance	2,000	2,000	0	745	0	745	1,255
0530. Building Maintenance	13,000	13,000	346	8,776	81	8,857	4,143
04020. Building Control Office	**75,000**	**69,000**	**4,688**	**29,261**	**0**	**29,261**	**39,739**
0300. Employee Costs	66,000	60,000	4,635	23,353	0	23,353	36,647
0399. Agency Fees	8,000	8,000	0	4,927	0	4,927	3,073
0970. Plant Hire (Internal)	1,000	1,000	53	981	0	981	19
Regulatory Services	**184,500**	**184,500**	**13,442**	**64,164**	**3,838**	**68,002**	**116,497**
04030. Parking & Other Ranger Services	**183,500**	**183,500**	**13,442**	**64,164**	**3,384**	**67,548**	**115,952**
0300. Employee Costs	135,000	135,000	11,388	49,911	165	50,077	84,923
0310. Staff Training	3,500	3,500	0	(947)	0	(947)	4,447
0350. Office Administration Expenditure	3,000	3,000	273	2,658	455	3,113	(113)
0351. Animal Control	10,000	10,000	161	1,950	2,764	4,714	5,286
0370. Subscriptions and Memberships	0	0	0	20	0	20	(20)
0970. Plant Hire (Internal)	32,000	32,000	1,620	10,571	0	10,571	21,429
04050. Other Law & Order Expenditure	**1,000**	**1,000**	**0**	**0**	**455**	**455**	**545**
0352. Abandoned Vehicles	1,000	1,000	0	0	455	455	545
Public Health	**10,000**	**10,000**	**505**	**2,103**	**0**	**2,103**	**7,897**
04100. Health Administration & Inspection	**10,000**	**10,000**	**505**	**2,103**	**0**	**2,103**	**7,897**
0300. Employee Costs	9,500	9,500	500	1,980	0	1,980	7,520
0350. Office Administration Expenditure	500	500	0	0	0	0	500
0970. Plant Hire (Internal)	0	0	5	123	0	123	(123)
Grand Total	**5,567,536**	**10,278,109**	**11,274**	**(1,524,940)**	**4,263,186**	**2,738,246**	**7,539,866**

Hay Shire Council
Consolidated Balance Sheet
30/11/2025

	Nov-25
Assets	
Current Assets	
Cash and Investments	17,845,271
Receivables	4,949,327
Inventories	82,357
Other	104,214
Total Current Assets	**22,981,170**
Non Current Assets	
Infrastructure, Property, Plant and Equipment	249,911,344
Other	
Total Non Current Assets	**249,911,344**
Total Assets	**272,892,514**
Liabilities	
Current Liabilities	
Payables	304648
Borrowings	272,612
Provisions	380,251
Total Current Liabilities	**957,511**
Non Current Liabilities	
Payables	5,097
Borrowings	808,938
Provisions	2,276,015
Total Non Current Liabilities	**3,090,050**
Total Liabilities	**4,047,561**
Net Assets	**268,844,953**
Equity	**(268,844,953)**
Retained Surplus	(86,014,306)
Asset Revaluation Reserve	(181,306,158)
Change in Equity YTD	(1,524,489)

C11 - Economic Development & Tourism November December 2025

REPORTING OFFICER	Executive Manager Economic Development and Tourism
ATTACHMENTS	-Nil

INTRODUCTION
Monthly update on the activities of Economic Development and Tourism

COMMENTARY

Visitor Information Centre (VIC)

The Visitor Information Centre assisted 948 visitors during November 2025.
Statistics below reflect the percentage of Hay VIC visitors who attended Hay attractions:

- Shear Outback attracted 489 visitors in November.
- 15% visited Dunera Museum with 140 visitors.
- 32% visited Hay Gaol with 305 visitors
- 7% visited Bishop's Lodge with 67 visitors
- 58% of visitors were from NSW
- 30% of visitors from Victoria

Tap and Go
The Tap and Go (payWave) option at our museums accounted for 78% of all transactions at the Hay Gaol, Bishop's Lodge and Dunera Museum in November.

Cycle Hay
The Cycle Hay experience attracted 18 bike hires for the month of November.

LOVE Hay Program
The LOVE Hay Gift Card program is a proactive activity by the Council and statistics from commencement, October 2020 are:

Total amount committed on cards: **$704 112**
Total number of cards sold: 10 565

LOVE Hay this Christmas

The event has been well supported by local businesses with 58 red boxes delivered to businesses in Hay.

The local community are encouraged to shop locally, place their details on the receipt and into the red box. All receipts will be collected, and two draws will be conducted at the community event Love Hay this Christmas in Witcombe Place on Wednesday 17 December.

We have 30 stalls booked ranging from Christmas gifts, homemade goodies, plants and food.
A highlight for the event will be a visit from Santa.

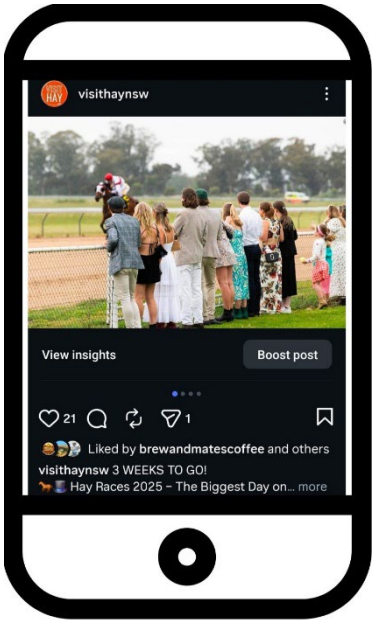
Hay Community Time capsule
The sealed time capsule will be installed in the south eastern corner of the Hay Park on Thursday 11 December 2025.

TED Team providing assistance/or delivery to the following events:

Upcoming Events

- 17 December — LOVE Hay Christmas
- 23-25 January — Hay Fishing Classic
- 26 January — Australia Day Celebrations - Hay Gaol
  Australia Day One Community Celebrations - Hay Swimming Pool Precinct

Digital Channel	Reach	Top Content
Website	• 10 487 views to the Visithay website • 5698 new visits to the website in November. • Landing page is most visited page on the visithay website for Followed closely by Top 5 • 33 336 event counts for the month. This is an indication of how much interaction has happened in November.	
Facebook	• 4902 followers of the visithay Facebook page, an increase of 44 for the month. • 84 033 views to the visithay Facebook page indicating the amount of times the Facebook page was viewed throughout the month of November. • 61 129 Impressions for the month. • Discover Hay was the top post for this month. 4229 views with 56 interactions and a shares. • 54 532 impressions because of digital marketing.	

Digital Channel	Reach	Top Content
Instagram	• 1647 followers currently. • 7056 views to the visithay Instagram page for the month of November. • Top city for visithay Instagram followers are from Sydney 217ppl. • Discover Hay was the top post for October. With 1046 views reaching 429 accounts and 18 interactions.	

Destination Management Plan

The Destination Management Plan was endorsed by the Council in 2021. The TED team have started to work on the Prioritised Action Plan including:

Item Number	Outcome/Indicator	Action this month
Action 4.3	Continue to implement and promote existing events program and consider new events to expand visitor economy	Targeted digital marketing campaign 85% increase in digital impressions 412% increase in awareness of Top 5
Action 6.2	Strengthen collaboration across LGA boundaries as well as with the important stakeholders such as DNRM, DNSW and other Regional Tourism organisations	Staff attended AGM for Visit Riverina. New website and marketing campaign launching in December 2025
Action 6.4	Allocate resources to measure and interpret visitor data on an annual basis, including on numbers of visitors, spend and market segments	Hay had 20,000 visitors in September (latest data) Visitor Spend up 6.4% for the year.

Economic Analysis - Monthly Analysis

Local economic activity for the quarter

Category	April	May	June	July	August	Sept	Oct	Nov
Total Spend	$4.76M	$4.39M	$4.2M	$4.33M	$4.45M	$4.7M	$4.68M	$4.20M
Resident Local Spend	$1.85M	$1.99M	$1.84M	$1.82M	$1.82M	$1.88M	$1.9M	$1.95M
Visitor Local Spend	$2.91M	$2.39M	$2.37M	$2.51M	$2.62M	$2.84M	$2.74M	$2.25M
Resident Escape Spend	$2.71M	$2.67M	$2.44M	$2.99M	$2.32M	$2.51M	$2.97M	$2.63M
Resident online spend	$2.54M	$2.77M	$3.07M	$3.10M	$3.00M	$2.97M	$3.30M	$3.09M

Two major events occurred in Hay over the November period.
Rainbow on the Plains (13 – 16 November) accounted for $88,873 in visitor discretionary spend
Hay Races (20 – 22 November) accounted for $106, 259 in visitor discretionary spend

South West Renewable Energy Zone

The Policy framework, including a Community Benefit Framework. Renewable Energy Benefit Fund Committee, Terms of Reference and Position Statements were adopted at the last Council meeting. The information has now been shared with Developers and EnergyCo.

Interviews for the Regional Energy Manager will be completed in mid-December with an appointment expected in early January.

Staff attended the community consultation held by Metlen, developers of the Hay Sun Farm which is expected to begin construction in July 2026.

Staff currently working with Bay.Wa, Goldwin and Someva/AGL and the Department of Planning to finalise Letters of Offer as precursor to Planning Agreements.

Staff continue to review Environmental Impact Statements and Transport Impact Assessments for projects in planning phase.

All developers will need to deliver a series of strategies which will be informed by Position Statements and in consultation with staff and neighbouring councils. Staff are currently working with Developers to inform these strategies.

Staff are reviewing a number of studies being delivered by EnergyCo including Cumulative Impacts, Water and Workforce Gap Analysis. Once completed the information will be disseminated, where relevant to the community and industry.

Proponent	Project Title	Turbine no. *	Generation	Type	No Jobs @ peak construction	Operational workforce	Status
Someva Renewables (Hay, Edward River)	Pottinger Energy Park	115	831.2 MW	Wind BESS	550	35 jobs	APPROVED VPA discussion
Bay-We (Hay, Edward River)	Bullawah Wind Farm	46-48	262.3 MW	Wind	180	35 jobs	Assessment VPA discussion
Non REZ Access Developments							
Goldwind (Hay, and Murray)	Baldon Wind Farm	162	1000MW	Wind BESS	-	-	Assessment
Neoen	Tchelery Wind Farm	74	577MW	Wind BESS	-	-	Response to Submission
Metlen	Hay Sun Farm		440 MW/H BESS 100MW Solar	Solar and Bess	130 jobs (July 26)		APPROVED. (2017)
Samsung Renewable Eenergy	Romani BESS	-	800 MW/H BESS	BESS	100 jobs	-	Response to submissions

* Final turbine numbers will be determined by during Detailed Design

Hay Legacy Housing - Design, Construct and Investment Pathway

Draft business case currently being reviewed.

Hay Economic Transition Roadmap (implementation phase of RDRP)

Regional Drought Resilience Plan – Hay Region Economic Transition Roadmap

Work continues to finalise the Roadmap. Rob Little from Pytheas Consulting is currently market testing investment opportunities as part of the final investment prospectus.

Youth Development

Life Ready

The 2025 youth driving lesson program has concluded, with positive feedback. All survey respondents (11) either have their P plates or feel confident they could pass the test. The driving instructor is held in high regard, with all respondents strongly agreeing or agreeing that he was knowledgeable, gave clear instruction, knew road rules and tips that their parents didn't, and would recommend the instructor to others. Learners described driving with the instructor being different to their parents because he knew more, was both more patient and stricter, and the lessons were more focussed.

The driving instructor identified that a lack of understanding of road rules among learners was the main challenge at the start of the program, and a lack of willing supervisors to take learners driving to get their hours up was considered the main barrier to learners achieving their Ps.

Suggested program improvements included breaking the program into two lesson blocks to better cater to young people getting their Ls at different times of the year. A Safer Driver Course will also be delivered in Hay on 14-15 February 2026 for up to 12 learner drivers.

Wellbeing

Twenty-five community members completed Resilience First Aid Starter Training, the first initiative under the Murrumbidgee Primary Health Network Community Wellbeing and Suicide Prevention Grant that aims to strengthen our community's capacity to develop resilience in others to prevent mental ill-health. Resilience First Aid Certified Training and Resilience Challenge Workshops for youth aged 16-24 years will be delivered in Hay in March 2026.

Community

<u>Youth Voice</u>

Six Youth Taskforce representatives participated in online workshops alongside community group representatives from Hay and a small selection of other rural communities to share their views and experiences on how to best support young people to take up leadership and community volunteering roles in rural Australia. The Foundation for Rural and Regional Renewal (FRRR) will use this feedback to inform future advocacy and funding programs.

<u>Recreational and Social Activities</u>

Kayak tours, come try stand up paddleboarding and an outdoor art workshop will be delivered in the Summer School Holidays, supported by the NSW Government's Summer Holiday Break Program.

Community Participation

Fourteen Taskforce members assisted at the St Mary's Christmas fete, setting up and running children's games and assisting with fete pack-up.

Connectivity

Inclusivity

Building on the original and continuing partnership with Rainbow on the Plains, Taskforce members participated in the annual festival to help promote kindness and inclusion in our community. Members attended the VIP festival opening, Rainbow on the Greens, marched in the festival parade and provided youth activities at Fair Day.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Social** 1.1 Our community is skilled and supported 1.1.1 Our community has access to a range of employment opportunities 1.1.2 Increase housing options within the community 1.1.3 Improve access to health services 1.1.4 Support local health initiatives and programs 1.4 Our youth and aged are supported 1.4.1 Advocate for greater capacity for local based child care services 1.4.2 Support youth and aged services and initiatives

	1.5 Our community is inclusive and sustainable 1.5.1 Residents of all abilities and cultures have access to public facilities 1.5.2 Inclusive and Empowered Communities 1.5.3 Enhance educational pathways and opportunities 1.5.4 Promote inclusion and education of all abilities workers in community and business sector 1.5.5 Facilitate access public spaces for cultural and community events 1.5.6 Support cultural programs and initiatives, including First Nations **Environmental** 2.2 Our Community is resilient and adaptive 2.2.1 Support business with climate risk adaptation and best practice **Economic** 3.1 Our community welcomes new and innovative industry to support our future 3.1.1 Future Ready Businesses 3.1.2 Strengthen Business Support Services 3.1.3 Business Attraction and Investment Growth 3.1.4 Facilitate growth industries including workforce development and skills 3.1.5 Identify opportunities to grow the agricultural sector 3.1.6 Identify opportunities to grow the renewable energy sector 3.2 Our community values its history and tourism 3.2.1 Increase tourism and visitor spend 3.2.2 Promote events and activities 3.2.3 Actively identify, promote and enhance tourism initiatives 3.2.4 Showcase our open space, recreation and cultural facilities 3.3 Our community is resilient and adaptive 3.3.1 To proactively reduce the risk and limit the impact of disasters associated with natural hazards on our community and economy 3.3.2 Coordinated action for Climate Resilient Economic Development 3.3.3 Reimagined Care Economy
FINANCIAL IMPLICATION	Low
LEGISLATIVE IMPLICATION	Nil
POLICY IMPLICATION	Nil
ASSET IMPLICATION	Nil
RISK IMPLICATION	Low

RECOMMENDATION

That Council notes the information provided in the report.

C12 – Planning and Compliance Report

REPORTING OFFICER	Executive Manager– Planning and Compliance
ATTACHMENTS	Nil

DEVELOPMENT ASSESSMENT

Development Applications – 19th November 2025 to 5th December 2025

The following applications were lodged, approved, or are in process for the above period:

DA 2024-63 - Ramps Ridge Pty Ltd & R.N Harris & S.P Harris - Stock and domestic pipeline to provide secure water access to farm from Ravensworth to Murrumbidgee River – In process (additional information requested)
DA 2025-22 – Brian Mitsch & Associates – 185 Pine St, Hay – 5 lot subdivision – In process
DA 2025-37 – Sheaffe Brother Pty Ltd – 577 Lachlan Valley Way, Booligal – Forestry – In process
DA 2025-42 – Heabra – 391 Murray St, Hay – Storage Shed – In process
DA 2025-43 – CID Services Hay – 177 Maude Rd, Hay – Subdivision – Approved
DA 2025-44 – Trustee for Riverina Land Development Trust - 528 Brewery St, Hay – Subdivision to 4 residential house blocks – In process (additional information requested)
DA 2025-48 – Jock Crighton – 323 Lang St, Hay - Extension of earthworks, retaining wall, boundary fence, shed – In process (additional information requested)
DA 2025-52 – Entegra Trading Pty Ltd – 10991 Cobb Hwy, Hay – 2 x cotton bale sheds – In process
DA2025-53 – Georgia Graetz – 386 Russell St, Hay – 1.8m front fence – Approved
DA 2025-56 – Therese Perrignon – 184 Lindsay St, Hay – 1.8m boundary fence – In process
DA 2025-57 – Donald Payne – 460 Church St, Hay – Carport – Approved
DA 2025-58 – Allen Williment – 4 Roset St, Hay – Shed – In process (additional information requested)
DA 2025-60 – Jack Morrison – Lot 149 Sidonia Rd, Hay – Shed – Approved
DA 2025-61 – Michelle Johnson – 445 Cadell St, Hay – Shed – In process
DA 2025-64 – Mawillu Investments Pty Ltd – 437 Thelangerin Rd, Hay – Storage and workshop, display room and lean-to area – In process (additional information requested)

STRATEGIC PLANNING

Staff applied for funding to update the Hay Structure Plan. The application for the Regional Housing Strategic Planning Fund (RHSPF) Round 4 for the Hay Structure Plan sought funding to develop a strategic framework that will guide land use planning for residential, rural residential, and industrial development in the Hay urban area for the next 20 years. The core goal of the project is to address the town's critical housing supply shortage by enabling and accelerating the delivery of zoned and 'development-ready' residential land in the west of the town, which strongly aligns with the RHSPF objective of boosting housing capacity, affordability, and resilience in regional NSW. Key project deliverables include the creation of the Structure Plan itself, the resolution of development constraints (like transport and environmental studies), and preparation of the necessary Local Environmental Plan (LEP) amendments required to implement the plan's vision and unlock future housing areas. The application was submitted prior to the December 12, 2025, deadline, with an expected outcome announcement in April 2026.

WEED CONTROL

- Roadside inspections are continuing, but lack of rain has meant not a lot of summer weeds germinating at this stage.
- Some TSR inspections completed
- Residential inspections in the Water/Orson Streets have started after an outbreak of Sticky Nightshade was discovered here last year.
- Roadside spraying of Silver Leaf Nightshade continues in an effort to keep this weed at bay in local area.
- Back lanes and council property spraying continues as weather allows.
- Funding application for the next 4 years have been submitted to DPIRD and announcements due 19th Dec which will provide set targets for inspections etc.

BUILDING AND PUBLIC HEALTH

Building Asset Inspections:

- Monthly High-Risk inspections under way
- Buildings-structural Investigations for future Upgrades
- General Building assets being inspected for ongoing maintenance

Public Health Inspections:

- Round 1 Food inspections completed -next round in March-June
- New Mobile Vendor operational
- 9 Public Pools inspections underway.
- New Dry Needling Business Registered to be Inspected

Aerodrome:

- Aerodrome Manual has been successfully submitted to CASA and Approved
- Hazard Reduction around Runway completed
- Mandatory Inspection, 2 per week

Other:

- Monthly Playground Inspections underway
- Splash Park mandatory Chemical 5/wk. and Microbe Testing every 2 wk.
- New Pool Operation is underway with daily Chemical testing of the Pools
- Lifeguards Roster Completed
- Generator Works being tested.

RANGER ACTIVITIES

Pound activities

- 7 dog/s have been placed in the pound having been picked up by the Ranger, surrendered by their owners or dumped at the pound.
- 0 Dog/s returned to their owners, after fees paid.
- 4 dogs in pound released into the re-homing program

Callouts attended for: Stray animals, Illegal Camping, Stock, Barking Dogs, Air Ambulance, Police assistance

Abandoned Vehicles: 0

Issued Orders:
Order 18: 0
Nuisance dog order/s: 0
Dangerous dog order/s: 0
Menacing dog order/s: 0
Non-Compliance Orders: 0
Fines: 0
Caution Letters: 0

Others:

1 dogs destroyed over the month as dangerous.
0 injured dog humanely euthanised.
0 cats destroyed deemed to be feral animals.
0 cats currently impounded due to be destroyed no owner identified unable to rehome.
0 cat picked up.
5 cats Surrendered.
0 cats rehomed.
0 cats dumped in cage.
0 Sick/injured cat euthanised.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Civic Leadership** 4.2 Our community is supported by a strong and resilient Council that is responsive to its needs 4.2.1 Provide an advocacy role on behalf of the community 4.2.2 Inform and empower community input into decision making 4.2.3 Our community has access to Council information, services and facilities

FINANCIAL IMPLICATION	N/A
LEGISLATIVE IMPLICATION	Environmental Planning & Assessment Act 1979 Hay Local Environmental Plan 2011 Companion Animals Act 1998 (NSW) and Companion Animals Regulation 2018 (NSW) Impounding Act 1993 (NSW) and Impounding Regulation 2017 (NSW) Prevention of Cruelty to Animals Act 1979 (NSW) (POCTA) and associated Regulations Local Government Act 1993 (NSW) Biosecurity Act 2015 (NSW) and associated Regulations Public Spaces (Unattended Property) Act 2021 (NSW)
POLICY IMPLICATION	Compliance with relevant policies and legislation
ASSET IMPLICATION	N/A
RISK IMPLICATION	Potentially high risk of litigation

RECOMMENDATION

That Council notes the information provided in the report.

C13 - Major Projects Update

REPORTING OFFICER	General Manager
ATTACHMENTS	- Sustainable Communities Program – invitation and program guidelines

INTRODUCTION

Council has been successful in attracting a variety of funding over the last several years.

COMMENTARY

Find below a summary of the projects, and actions currently being undertaken.

STRONGER COUNTRY COMMUNITY – ROUND 2 PROJECTS

Project	Progress
Hay Park Female & Officials Amenities	• Complete.
Lachlan Street Civic Space Project (Witcombe Place)	• Complete.
Booligal Community Project – New toilet block and installation of Public Art	• Complete.
Maude Community Projects - New toilet block, Re-stumping and re-roofing of hall and installation of Public Art	• Complete.
Upgrade and extension to the Hay Park number 1 oval canteen	• Complete.

STRONGER COUNTRY COMMUNITY – ROUND 3 PROJECTS – COMPLETION BY END OF 2022

Water Play	• Complete.

DROUGHT PROJECTS ROUND 1 – ALL PROJECTS EXTENDED TO JULY 2021

Dunera Museum	• Complete.
Hay Gaol	• Complete.
Recalibrate Hay	• Complete.
Water Tower Art	• Complete.
War Memorial Hall Upgrades	• Complete.

DROUGHT PROJECTS ROUND 2 –ALL PROJECTS EXTENDED TILL JULY 2021

Pocock Park	• Complete.
No 3 and 4 Oval Toilets	• Complete.
VIC Expansion	• Complete.
Bike Paths	• Complete.
Gaol Toilets Refurbishment	• Complete.
Shire Entrance Signs	• Complete.
Recalibrate Hay Phase 2	• Complete
Adverse Event Plan	• Complete.
Showgrounds	• Complete.

SHOWGROUNDS STIMILUS FUNDING ROUNDS 1 AND 2 – AND CROWN LANDS GRANT

Phase 1	• Complete.
Phase 2c	• Complete
Phase 3	• Complete

STATUS OF OTHER PROJECTS

Federal Government's 'Local Roads & Community Infrastructure Funding' Phase 1	• Complete
Federal Government's 'Local Roads & Community Infrastructure Funding' Phase 2	• Complete
COAG19(2) Funding	• Complete.
Regional Aerodrome funding (Round 1)	• Complete
NSW Boating Now Round 3	• Complete.
Heavy Vehicle Access Program	• Complete.
Maude Bridge	• Complete.
Community Resilience Grant	• Complete.
Integrated Water Cycle Management Plan (IWCM)	• Complete.
Developer Servicing Plan (DSP)	• Complete.
Scoping Study – Water Treatment Plant	• Complete.

RFS Shed - Booligal	• Complete.
Streetlighting Upgrade	• Complete.
Flood Risk Management Grant	• Complete.
Lachlan Street Civic Space Project (Witcombe Place) – Phase 2	• Complete.
Fixing Country Roads & Fixing Local Roads	• FLR R1 – complete. • FLR R2 - complete. • FLR R3 – complete.
Bridge Renewal Program (Round 5)	• Complete
Fixing Country Bridges Program	• Complete
NSW Heritage Grants 2021-23	• Complete.
NSW Heritage Grants 2025-27	• Council has been successful in its application for funding for the next two years. Funding agreement signed. • Next visit by the heritage advisor is scheduled for late February 2026.
Murray Darling Basin Economic Development Program – Round 3	• Complete.
NSW Regional Sports Facility Fund (Round 1)	• Complete.
Regional Airports Program (Round 2)	• Complete.
Stronger Country Communities Fund - Round 4	• Complete.
2021-22 Crown Reserves Improvement Fund	• Complete.
Local Roads and Community Infrastructure – Phase 3	• Complete.
NSW EPA – FOGO Infrastructure and Collection Grants	• Complete
NSW EPA – Remanufacture NSW Grant Round 2	• Complete
Open Spaces Program – Places to Play	• Complete.
Recreational Fishing and Camping Program	• Complete.
Murray Street Entrance Park	• Complete.
Swimming Pool Refurbishment	• The final masterplan adopted by Council.

	• The NSW Government has released a new program "Multi-Sport Community Facility Fund" in which the swimming pool replacement fits nicely. Staff to make application for $3M under this program, with application submitted. Grant application successful. Works nearing completion. See separate report to Council.
Growing Regions Program – Round 2	• Application successful - $4.191M. Waiting on funding deeds. • Department approval received to commence expenditure while waiting on funding deed. Deed is now fully executed. • See separate report to Council.
Bridges Renewal Program (Round 6)	• The Federal Government has released the next round of the Bridges Renewal Program, with no apparent closing date. • Staff recommend making application for widening of Budgee Creek Bridge as it restricts HPV access on MR319 north of Maude. Project cost estimate is $875,000, with proposed funding to be 80% ($700,000) Bridges Renewal Program and 20% ($175,000) from Council Regional Road budget. • Staff have also re-submitted MR319 Bridges Replacement Package - $3.6M with 80% ($2.88M) funding from Bridges Renewal Program and 20% ($0.72M) from Council. • The mix of funding able to be 80% BRP and 20% Council. • Applications successful. • Budgee Creek Bridge – Complete. • Nimmie Creek Bridge. – Complete • Major culverts on MR319 to Sturt Highway- Delivery of culverts completed. Contractor well progressed on site with one culvert system remaining. Council staff are undertaking the road works, with 8 systems completed. Guardrail has been completed on 5 systems.
Fixing Local Roads Potholes Program – Rounds 1 and 2.	• The NSW Government released a $50M & $500M programs for funding to repair potholes in each LGA. • Round 1 application successful - $323,242.97– Complete. • Round 2 application successful - $1.716M. Heavy – Complete. • Council received a further $2.4M under the Regional Roads emergency Relief Program. This one has been held over until 24-25 year and Council has three years to spend the monies. Works moved to 25/26 and 26/27 years.
Strategic Business Case Fund	• Complete.

Fixing Local Roads – R4	• Complete.
Stronger Country Communities Fund – R5	• Complete.
Regional Housing Strategic Planning Fund	• Complete
Fixing Country Roads Program	• Complete.
Saluting Their Service Commemorative Grants Program	• Complete
Integrated Water Cycle Management Plan (IWCM)	• Completed.
Heavy Vehicle Safety & Productivity Program	• Cobb Highway intersection into aerodrome - $1.4M, with 80% ($1.120M) from HVSPP and 20% ($0.28M) from Council. Application successful. • Start up meeting held with the funding body. • Fully executed funding agreement received and start up meeting held. • Initial design sent to TfNSW for comment/approval. Initial comments received; design being finalised. TfNSW concurrence has been received for the final design. 'For Construction' drawings now finalised and REF completed. Fencing have been completed and watermain protection works have also been completed. • It is anticipated that main construction works will commence in February 2026.
Local Government Recovery Grant	• Complete. Final acquittal to be undertaken.
Heavy Vehicle Safety & Productivity Program	• The mix of funding able to be 80% BRP and 20% Council, as there is no planned next round of Fixing Country Roads at this stage. • HVRA application for truck stop in Hay - $3.389M, with grant funding request of $2.711M. • Grant successful and funding agreement signed. • Part 5 Environmental Assessment (REF) has been completed. • Design finalised 'For Construction'. Received s138 Approval from TfNSW. Fencing works completed, and services protection works in progress. • Plan of Management (POM) has been updated. • It is anticipated that main construction works will commence in February 2026. • Refer to separate report to Council.
Local Roads Community Infrastructure (LRCI) – Phase 4	• Complete.

Crown Reserves Improvement Fund (CRIF) 23-24	• Applications closed 17th November and Council submitted two applications: - Swimming Pool Replacement early works package - $152,128 - Maude Hall – Stage 3 refurbishment - $153,800 • No co-contribution was required by Council. • Council has been successful with both applications and funding agreements signed. • Maude Hall - completed. • Swimming Pool – This will form part of the pool replacement project. Quotes obtained and materials to be ordered, with most now delivered. Extension of Time request approved by the funding body.
Boating Now – Asset Maintenance Program	• Complete.
Community Energy Upgrades Fund Program (CEUF) – Round 2	A targeted, competitive grant program that provides co-funding for energy upgrades at existing local government facilities. Grants between $25,000 and $2.5 million will be awarded on a merit basis. The program aims to help local governments to: - make their facilities more energy efficient - lower their greenhouse emissions and energy bills. An application was submitted in Round 2 to reapply for the same project and to also include solar/battery for the Leonard Street pump station as our largest energy use site. Application submitted – total project of $154,000 with funding 50/50. • Council has been successful with this grant. Waiting on funding deed and finer details.

OTHER FUNDING APPLIED FOR AND PENDING

Regional Precinct & Partnerships Program	• Significant grant funding for major regional precinct projects. There is no closing date for applications. • Projects can be 100% funded. • Staff looking at opportunities for applications: - Stream 1: Hay Aerodrome – Planning

	- Stream 2: Hay RREP – Stage 2 • Nil progress to-date.
Regional Economic Development & Community Infrastructure Program	• Council resolved at the January 2025 meeting to submit an application for the full roll out of digital meters to the town water supply network. • Council resolved to a 25% cash co-contribution. • Application submitted. Total project cost was $1,999,444.
Floodplain Management Program 2024/25	• Staff are working on application as reported to the March meeting for: - North and South Hay Levee Upgrade Feasibility Study - The total cost is $160K (ex GST) which requires a Council contribution of $22,857; and - Hay and Maude Flood Warning System Review - The total cost is $110K (ex GST) which requires a Council contribution of $15,714. Applications close 28th May 2025. Application has been submitted.
Saluting Their Service – War Memorials Grant	• Application submitted for interpretative displays and memorial works at the Showground, as per draft Master Plan. • Total project cost $20,000.
Crown Reserves Improvement Fund (CRIF) - 2025-26 Round	• To financially support projects that will have a high community impact. • Minimum grant is $50,000 to maximum $1M • Staff recommend an applicable to renew the existing facilities at Lions Park, as these are outdated and no longer fit for purpose. Estimated cost is $200,000 with a suggested council co-contribution of $25,000. • Application has been submitted.
Sustainable Communities Program – Economic Development and Infrastructure Round	The Department of Primary Industries and Regional Development (the department) is delivering the Sustainable Communities Program in NSW, that support NSW communities to reduce the social and economic impacts of water recovery for the 450 GL target under the Murray-Darling Basin Plan. The program provides $160 million for projects and initiatives to sustain and create jobs, grow and diversify local industries and help Basin communities adjust to a future with less water. The $70m Economic Development and Infrastructure Round will invest in the critical infrastructure needed to

	unlock industrial development and to activate economic opportunities to deliver enduring benefits and support economic growth into the future. The objective of the program is to fund infrastructure and enabling works in exposed and vulnerable NSW southern Basin communities to support economic growth and improve workforce participation into the future. This includes opportunities that: • invest in region-based infrastructure and assets that will support economic activity of multiple users or industries and provide broad economic benefit • unlock land for industry and housing or create new economic opportunities for local communities • invest in infrastructure that supports growing populations, enabling people to continue to live and work locally. Local government organisations, universities and not-for-profit entities - A minimum of 25% co-contribution of the requested funding either in cash or in-kind. In-kind contributions may include donated materials or direct internal staff time to deliver the project. In-kind contributions must only be delivered within the funding deed period (that is, post commencement of the funding deed) and only be for eligible costs (for example, land is not an eligible cost and therefore cannot be used as an in-kind contribution). Eligible project types: To be eligible for funding, projects must enable economic development, growth, or improved workforce participation and provide enduring benefits to NSW southern Basin communities. Projects must be infrastructure and asset related or land development related. Grant amounts Between $750,000 and $10 million (GST exclusive). A business case must be submitted for all projects, proportionate to the total project cost as per the thresholds. Staff recommend an application be developed around the delivery of infrastructure and enabling works in accordance with the program guidelines.

	Applications close 24th February 2026. Projects are to be completed by 31 May 2029.

Other projects that are in the project formulation phase or that staff are looking for funding include:

Project	Shovel Ready	Estimated Cost	Comment
Stage 2 – John Houston Memorial Swimming Pool – All-inclusive playground	Yes	$948,849	Been unsuccessful with grant applications to-date.
Lions Park upgrade	Yes	$750,000	Create interactive and high visitor experience, tying into Hay's history
Halse Park upgrade	No	$50,000	Low priority
Dal Wright Park	Yes	$100,000	• The concept of redevelopment of the park was a result of the Murrumbidgee River Master Plan, where the redevelopment of the park was included as a "Arboretum / botanical garden which showcases local vegetation communities and associations. Includes plant identification and interpretive signage, public art and installations, gathering spaces and connections to existing path networks." • The proposed park reflects the natural areas in the LGA, with suitable artworks, seating and viewing platforms.
Gaol frontage and surrounds – landscaping and heritage walking trail	Yes	$252,000	Includes gravel footpaths, landscaping, irrigation, signage, disabled access, another exhibition shed.
Refurbishment of Hay Grandstand	Yes	$80,000	Received Heritage Advice, will need to go on quote to get estimate
Refurbishment of Hay Park Water Tower	No		Received Heritage Advice, will need to go on quote to get estimate
Administration Building – Council Chambers and EOC refurbishment	Yes	$350,000 (excluding IT)	High priority and could attract EOC funding for the IT component
Lachlan Street Upgrade	Yes	$3M	Upgrade of Lachlan Streetscape as determined in the Lachlan Street Masterplan.
Marking of un-marked graves at Hay Cemetery.	No	$450,000	The Marking of the un-marked graves, including Servicemen at the Hay Cemetery.
Community Building	No	$1M	The community building is in need of a facelift. As part of the Youth Funding, the building upgrade is currently being designed and consulted.

Museums	Yes	Unlimited	The museums will need continued expenditure to keep up with required maintenance and renewal.
Hay War Memorial Hall	Yes	$200,000 (phase 3&4) $150,000 (phase 5)	Phases 3&4 of the refurbishment of the Hall including supper room, storage areas and stage area. Phase 5 – stage area including sound, lighting & curtains.
Refurbishment of RSL/CWA Room – Kay Hull Centre	No	$250,000	Draft design plans completed. Currently in consultation with user groups.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Social** 1.2 Recreational, Civic Spaces, and Infrastructure that meet community needs 1.2.1 Enhance public recreation areas and facilities 1.2.2 Placemaking with purpose 1.2.3 Deliver infrastructure that are responsive to the community's needs 1.2.4 Create a safe, inclusive, and resilient community where all members feel secure, supported, and empowered to thrive 1.5 Our community is inclusive and sustainable 1.5.1 Residents of all abilities and cultures have access to public facilities 1.5.5 Facilitate access public spaces for cultural and community events 1.5.6 Support cultural programs and initiatives, including First Nations **Environmental** 2.3 Celebrate and Promote our unique natural environment 2.2.2 Support local community groups, first nations groups, and other agencies working with the natural environment 2.4 Enhance the built environment 2.4.1 Maintain and beautify urban areas. 2.4.2 Support and promote public art initiatives 2.4.3 Provision of sustainable infrastructure that is adaptive to changing needs, suitability, betterment and funding levels. 2.5 Our community is inclusive and sustainable 2.5.1 People of all abilities have access to natural environments, cycleways and passive areas. 2.5.2 Support cultural environmental initiatives 2.5.3 Advocate for water security and practices 2.5.4 Develop and implement a sustainable waste management strategy

	2.5.5 Facilitate and support sustainable practices across our community **Economic** 3.2 Our community values its history and tourism 3.2.4 Showcase our open space, recreation and cultural facilities **Civic Leadership** 4.2 Our community is supported by a strong and resilient Council that is responsive to its needs 4.2.2 Inform and empower community input into decision making 4.2.3 Our community has access to Council information, services and facilities
FINANCIAL IMPLICATION	Minimal. Some grant programs require co-contribution, which would be funded through current budget or other grant funded programs.
LEGISLATIVE IMPLICATION	Nil
POLICY IMPLICATION	Nil
ASSET IMPLICATION	Any new assets must be operated and maintained by Council into the future.
RISK IMPLICATION	Minimal.

RECOMMENDATION

That Council:

(a) Notes the information provided in the report and the actions being undertaken and
(b) Authorises the development and submission of an application under the Sustainable Communities Program – Economic Development and Infrastructure Round, as outlined in the report.

David Webb

From: NSW DPIRD Sustainable Communities Program Mailbox <NSWSCP@dpird.nsw.gov.au>
Sent: Tuesday, 9 December 2025 12:25 PM
To: NSW DPIRD Sustainable Communities Program Mailbox
Subject: NSW Sustainable Communities Program - Economic Development and Infrastructure Round - Now open

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon,

The NSW Sustainable Communities Program's $70 million Economic Development and Infrastructure Round is now open.

This funding round aims to minimise the impacts of water recovery on NSW Basin communities by creating and supporting jobs and new industries, encouraging innovation and delivering critical infrastructure that helps people to live and work locally.

Grants of between **$750,000 and $10 million (GST exclusive)** are available for projects including:

- infrastructure that unlocks industrial developments and new opportunities for agriculture
- economic infrastructure and upgrades to support industry such as new processing facilities or logistics hubs
- infrastructure to support workforce participation including childcare or other community services.

Applications are open until 12:00pm, Tuesday 24 February 2026.

For more information on eligibility and to apply, visit **nsw.gov.au/nswscp-edi**.

If you wish you to be connected to your local Economic Development Manager to discuss your application please email NSWSCP@dpird.nsw.gov.au and include the local government area where your proposed project is located.

Regards,

NSW Sustainable Communities Program Team
Regional Programs | Regional Development & Delivery
Department of Primary Industries
and Regional Development

E nswscp@dpird.nsw.gov.au

nsw.gov.au/dpird

NSW GOVERNMENT
Department of Primary Industries and Regional Development

Major bushfire updates

For information about current bushfires and warnings please visit the **Rural Fire Service (/admin/content/linky/324)** website. Information and support for people impacted by bushfires can be found at on the **Bushfire Recovery Updates (/emergency/bushfire/fire-recovery-updates)** page.

NSW Sustainable Communities Program - Economic Development and Infrastructure Round Guidelines

The guidelines for the NSW Sustainable Communities Program - Economic Development and Infrastructure Round.

On this page

Message from the Minister

Program summary

Program purpose and objectives

Grant value

Selection criteria

Application process

Assessment process

Successful grant applications

Additional information and resources

Message from the Minister

A $160 million agreement between the Australian and NSW Government under the NSW Sustainable Communities Program is supporting communities affected by water recovery under the Murray-Darling Basin Plan to build resilience, create jobs and promote economic opportunities.

NSW is taking a coordinated approach to the NSW Sustainable Communities Program, with several rounds of funding to provide targeted support to Basin communities, businesses and industries to deliver long-term social and economic outcomes.

We are already rolling out $16.3 million in the NSW southern Basin to build new employment opportunities, business innovation and tourism under the Early Investment Round.

Building on the Early Investment Round, this $70 million NSW Sustainable Communities Program - Economic Development and Infrastructure Round will fund essential infrastructure to unlock industrial developments and support industries and communities to create lasting economic opportunities. It focuses on improving workforce participation and supporting economic growth in NSW southern Basin communities that are exposed and vulnerable to the impacts of the Australian Government's Voluntary Water Purchase Program.

While the NSW Government does not support water buybacks, we do believe that investing in infrastructure and economic development opportunities is crucial to building strong, vibrant regional communities and competitive economies.

By delivering the NSW Sustainable Communities Program, we are building a better NSW and giving regional NSW the support it needs to grow and thrive well into the future.

The Honourable Tara Moriarty, MLC
Minister for Agriculture
Minister for Regional New South Wales
Minister for Western New South Wales

Please read the guidelines below in full before submitting your application.

Key information

Opening date and time	9 December 2025 at 12:00pm
Closing date and time	24 February 2026 at 12:00pm
Application outcome date The department will let applicants know the outcome of their applications by this date.	Applicants will be notified confidentially from 30 June 2026 or as soon as possible after a decision has been made.
Project delivery timeframe (estimated) (for successful applications)	Projects must commence within 6 months of the commencement date of the funding deed and be completed by 31 May 2029. (These timeframes are subject to the terms and conditions of an executed funding deed)
Decision-maker	Minister for Regional NSW
NSW Government source agency	Department of Primary Industries and Regional Development ("the department")
Type of grant opportunity	Open, competitive
Total program funding	Up to $70 million (GST exclusive)
Grant amounts	Between $750,000 and $10 million (GST exclusive)
Enquiries / Getting Support Please use only these details. To maintain the integrity of the grant process, do not contact any other NSW Government staff. Your enquiry will be referred to the relevant department team.	Website: **NSW Sustainable Communities Program Economic Development and Infrastructure Round (/grants-and-funding/nsw-sustainable-communities-program-economic-development-and-infrastructure-round)** Email: **nswscp@dpird.nsw.gov.au** Resources: The department will offer an information webinar during the application period. **Further applicant support is available.**

Program summary

The $160 million NSW Sustainable Communities Program (NSW SCP) is providing support for regional NSW communities, businesses and industries to help minimise the social and economic impacts of water recovery under the Murray-Darling Basin (Basin) Plan.

The NSW Sustainable Communities Program aims to strengthen NSW Basin communities by creating and supporting jobs, encouraging innovation, productivity and diversification, and delivering critical infrastructure that helps people to live and work locally.

Building on the $16.3 million Early Investment Round, which provided initial stimulus to support investment in exposed and vulnerable communities, the $70 million Economic Development and Infrastructure Round is the next step in a coordinated approach to deliver targeted support and long-term social and economic benefits in impacted NSW Basin communities.

Program purpose and objectives

The $70 million Economic Development and Infrastructure Round (the program) will invest in the critical infrastructure needed to unlock industrial development and to activate economic opportunities to deliver enduring benefits and support economic growth into the future.

The program focuses on infrastructure that creates new economic opportunities and reduces barriers to workforce participation, enabling people to continue to live and work locally in NSW Basin communities exposed and vulnerable to the impacts of the Australian Government's Voluntary Water Purchase Program for the 450 GL.

The objective of the program is to fund infrastructure and enabling works in exposed and vulnerable NSW southern Basin communities to support economic growth and improve workforce participation into the future. This includes opportunities that:

- invest in region-based infrastructure and assets that will support economic activity of multiple users or industries and provide broad economic benefit
- unlock land for industry and housing or create new economic opportunities for local communities
- invest in infrastructure that supports growing populations, enabling people to continue to live and work locally.

Expand all Collapse all

Intended recipients

Source agency

Delivery of program

Type of grant opportunity

Value for money

Program delivery timeframe

Grant value

The total available program funding amount is $70 million.

Applicants can seek a grant amount between a minimum of $750,000 to a maximum of $10 million (GST exclusive).

Co-contributions

Grant recipients must provide co-contributions of at least:

Applicant Type	Co-contribution requirement
Local Aboriginal Land Council, NSW Aboriginal Land Council, Aboriginal and Torres Strait Islander Corporation or Aboriginal Community Controlled Organisation	Nil, but a cash or in-kind contribution is strongly encouraged
Local government organisations, universities and not-for-profit entities	A minimum of 25% of the requested funding either in cash or in-kind
All other applicants	A minimum of 50% of the requested funding in cash only

Applicants must provide evidence of their co-contribution and entity type when submitting their application. If successful, the co-contribution amount must be secured before any grant payments are made.

Requests for an exemption from the mandatory co-contribution requirement may be considered in exceptional circumstances. Applicants wishing to claim an exemption must provide details of their request at the time of application.

In-kind contributions

In-kind contributions may include donated materials or direct internal staff time to deliver the project. In-kind contributions must only be delivered within the funding deed period (that is, post-commencement of the funding deed) and only be for eligible costs (for example, land is not an eligible cost and therefore cannot be used as an in-kind contribution).

Applicants must provide itemised details on any in-kind contributions in their application, including:

- the value of an in-kind contribution, for example $1,400 project management costs
- a short description of the in-kind contribution and how it has been calculated, for example 20 hours of project manager wages at $70 per hour.

Other grant funding

Selection criteria

The selection criteria comprise eligibility criteria, project feasibility criteria and merit assessment criteria.

Project proposals that are assessed as eligible and feasible will progress to merit-based assessment.

Eligibility criteria

This section details who can apply for this grant and what it can be used for.

Expand all **Collapse all**

Eligible locations

Eligible locations have been identified based on their exposure and vulnerability to adverse socio-economic impacts to the Australian Government's Voluntary Water Purchasing Program for the 450 GL.

Projects must be located within one of the following eligible NSW Basin Local Government Areas (LGAs):

- Balranald
- Berrigan
- Carrathool
- Edward River
- Federation
- Griffith
- Hay
- Leeton
- Murray River
- Murrumbidgee
- Narrandera
- Wentworth

Eligible applicants

Ineligible applicants

Eligible projects

Eligible project types

To be eligible for funding, projects must enable economic development, growth, or improved workforce participation and provide enduring benefits to NSW southern Basin communities.

Projects must be infrastructure and asset related or land development related.

The following are indicative examples and not an exhaustive list.

Project type	Key objectives	Examples
Economic infrastructure and assets	Delivery of region-based infrastructure, facilities or assets that benefit multiple users or industries that will deliver broad enduring economic benefit	Logistics hub to service multiple LGAs or sectors, processing facilities, freight modals, research and development facility
Critical land development enabling works	Delivery of infrastructure and enabling works projects to deliver serviced land and accelerate industry and business and/or housing development to support regional growth	Access roads, installation of services infrastructure, land development enabling works
Sustainable community infrastructure	Delivering infrastructure to support growth and renewal in Basin communities by addressing key liveability challenges and service gaps, ensuring strong economic outcomes	Infrastructure to support new or expanded childcare, aged care or community services

Eligible project requirements

To be eligible, applications must meet all of the following requirements:

- the project must be able to meet the required project delivery timeframe
- the project should not result in a substantive increase in irrigation water use over the life of the project, for example require the acquisition of a water licence or require additional water to be purchased

  The department may apply discretion where a project can demonstrate broad enduring industry benefit in a future with less water (for example, irrigation water use required to undertake a drought resilient research and development project)
- evidence of land ownership or consent and access agreement for the project **must be** provided as part of the application. Projects can be located on publicly owned land or on private land where there is a clear public benefit. If the applicant is not the owner of the land where the project will be located, landowner's consent and access agreements will be required as part of the application
- A business case **must** be submitted for all projects, proportionate to the total project cost as per the following thresholds:
  - Below $10 million total project cost a short-form business case will be required to be submitted with the application
  - At or above $10 million and below $20 million total project cost a short-form business case and cost-benefit data sheet will be required to be submitted with the application
  - Above $20 million total project cost a full Business Case consistent with the NSW Government Business Case Guidelines (**TPG24-29**) and a cost-benefit data sheet will be required to be submitted with the application

  Applicants should refer to project management templates supplied for an example of a short-form business case template and contact the department if required using the **Enquiries/Getting Support details**
- Applications **must** identify all necessary approvals and advise the status and provide a planning pathways assessment demonstrating that the approvals can be obtained no later than 12 months of the commencement date of the funding deed and that they have been factored into the overall project delivery timeframes.

Ineligible projects

Eligible costs

Ineligible project costs

Project feasibility

Projects that are assessed as eligible will be assessed to ensure the project is feasible and able to be delivered. Project feasibility will be assessed against the following criteria:

- provision of a business case setting out the detailed project scope and intended benefits, including relevant design drawings (detailed design version preferred), evidence to demonstrate the proposed project location is viable (for example, planning advice)
- provision of a realistic project budget with recent quotes, and/or detailed cost estimates. For projects over $2 million a detailed cost estimate prepared by a quantity surveyor with Australian Institute of Quantity Surveyors membership is required
- provision of a detailed and realistic project management plan and project schedule demonstrating the project can be completed in the required timeframe
- evidence that all appropriate approvals are in place such as development applications, landowners' consent and environmental approvals, or can demonstrate that they can secured no later than 12 months of the commencement date of the funding deed through provision of a planning pathway assessment. Additional evidence may include advice from the relevant council on the development application status
- provision of a feasible and sustainable proposed operating model
- demonstrated project management experience and capacity (or ability to access the necessary expertise and support) to deliver the project
- provision of a detailed risk management plan with risk mitigation strategies.

Projects found to be unfeasible according to the criteria will be ineligible for funding and will not proceed to merit assessment.

Project management templates and resources to assist with preparation of your application can be found at the program's webpage.

Merit assessment criteria

Applications that have met the eligibility and feasibility criteria will be assessed against the merit assessment criteria. There are 3 criteria:

- Strategic alignment
- Contributes to socio-economic outcomes
- Delivers value for money.

Each criterion is weighted and this weighting is used to calculate a score for the outcome of the merit-based assessment. This outcome is used to compare an application with other applications.

The table below lists the merit assessment criteria, the supporting evidence required and the weighting of the criteria.

Merit Criteria	Requirement
Strategic alignment **(20%)**	• Alignment of the project with the purpose and objectives of the program (see Purpose and Objectives above) • Alignment of the project with local, regional/NSW strategic priorities (such as under the Regional Drought Resilience Planning Program, Closing the Gap NSW Priority Reform 5), including supporting existing regional development plans • Alignment of the project with Australian Government's **Regional Investment Framework**
Contributes to socio-economic outcomes **(30%)**	• The project contributes to addressing impediments to economic growth and workforce participation by responding to identified need or capacity shortfall in the local community and region • The project is viable in the proposed location and will be sustainable over the longer-term
Delivers value for money **(50%)**	• The project is deliverable and affordable, achieving value for money, including demonstrating how the project: ◦ responds to requirements outlined in **Project feasibility** ◦ is an efficient, effective, economical and ethical use of money ◦ has considered accessibility and inclusivity in the project design and scope ◦ has considered inclusion of local procurement approaches for example, from within 12 eligible local government areas • The project can deliver measurable and enduring economic and public benefit, including increase industrial land and housing stock, activate economic opportunities and support growth in local Basin economies

Application process

The program is a single stage application process.

Each application must consist of one project to be delivered in at least one eligible location.

Applicants may submit more than one application. If submitting multiple applications, applicants will be prompted to rank the projects in order of their highest priority. This ranking may be considered by the assessment panel in determining recommendations for funding.

Expand all Collapse all

Where to apply

When to apply

What to include

False and misleading information

After submitting application

Getting support

Assessment process

Determining which applications are successful involves these stages:

- eligibility assessment
- project feasibility assessment
- merit assessment
- decision-making.

All applications will be assessed against the eligibility criteria. Applications considered eligible will then be assessed against the project feasibility criteria. Only applications that are assessed as eligible and feasible will progress to merit-based assessment.

Applicants are not guaranteed funding even if the application is of high merit. Further, successful applications may not be funded to the full amount requested.

At any stage, applicants may be referred to other, more suitable NSW Government programs. Applicants may need to update their applications to meet the criteria of the referred program.

The department may seek advice from other NSW Government agencies and other sources such as subject matter experts and/or technical advisors during the assessment process. Confidentiality will be maintained throughout the process.

The department may contact applicants seeking clarification or further information.

Expand all Collapse all

Eligibility assessment

Project feasibility assessment

Merit assessment

Assessment panel and recommendation

Decision making

Probity

Notification of application outcome

Feedback and appeal

Announcements

Publication of grants information

Successful grant applications

Successful applicants must execute a funding deed with the department within 60 days of receiving a letter of conditional offer.

There is no commitment to provide funding until both the applicant and the department have executed a funding deed (and the applicant has met any other funding conditions).

Importantly, this means that successful applicants must not make financial commitments for the funded activities until both the applicant and the department have executed a funding deed.

Expand all Collapse all

Funding deed

Grant payment

Unspent funds

Indicative reporting and acquittal requirements

Evaluation

Additional information and resources

Expand all Collapse all

Complaint handling

Access to information

Conflict of interest management

Confidentiality

Conduct

Discretion

Changes and publication

No offer

C14 – Operations Monthly Update Report

REPORTING OFFICER	Executive Manager Engineering & Operations
ATTACHMENTS	Nil

INTRODUCTION

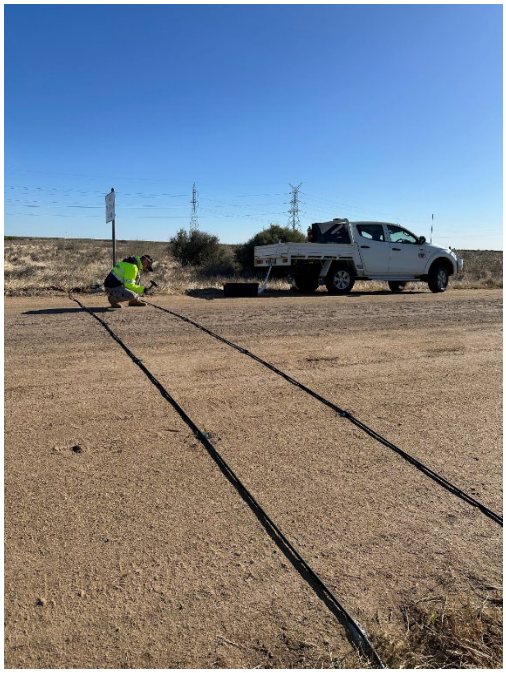
This report is an operations progress update.

COMMENTARY

This report outlines the operational activities of the Engineering and Operations sector over the last reporting period.

Roads

- Monthly road hazard inspections.
- Maintenance grading Boxyards Road
- MR319 Culverts contractor commencing works on site 1, Council staff completing road approaches on at sites 9 and 10. Contractor installing the guardrails will be onsite early January.



Traffic Counters Install

MR319 Culverts

Upcoming Roadworks

- Booligal/Gunbar Road maintenance grading
- Complete road approach on site 1 MR319 culverts and remaining guardrails installation.

Plant Purchases

- Nil

Plant Disposal

- Nil

Major Plant repairs/breakdowns

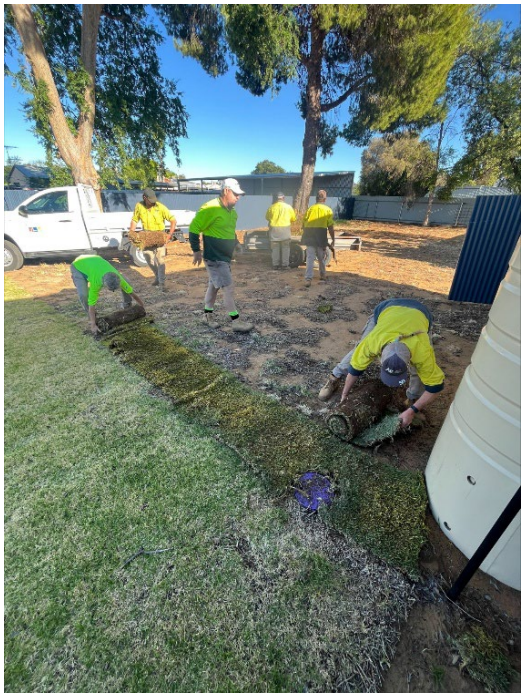
- Nil

Aerodrome

- Weekly inspections.
- Grounds maintenance.

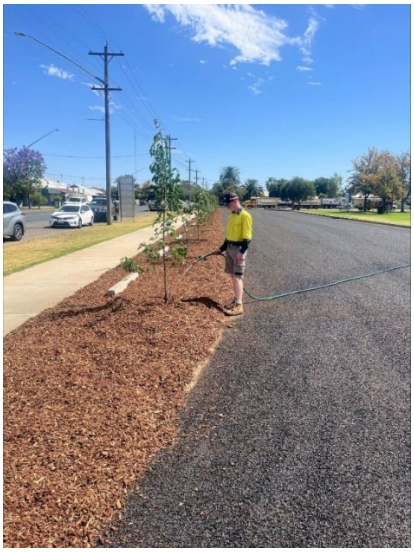
Parks and Gardens

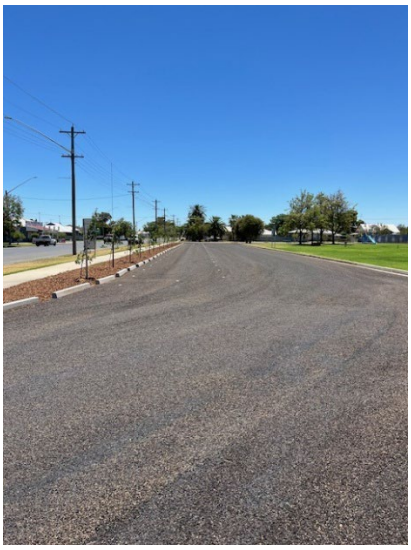
- Regular mowing and whipper snipping of all parks.
- Bishop's Lodge Garden maintenance
- Tree planting and maintenance
- Lachlan Street maintenance including leaf removal.
- Gutter cleaning
- Cemetery Maintenance
- Regular mowing on sports ovals
- Irrigation maintenance



Pool

- Outside ground maintenance.
- New pool construction continuing.
- Trees removed and replacements planted
- Reseal carpark
- Install wheel stops in pool carpark





Cemetery

- Maintenance of the Lawn and traditional cemeteries.
- Grave digging lawn and general cemetery.

Waste

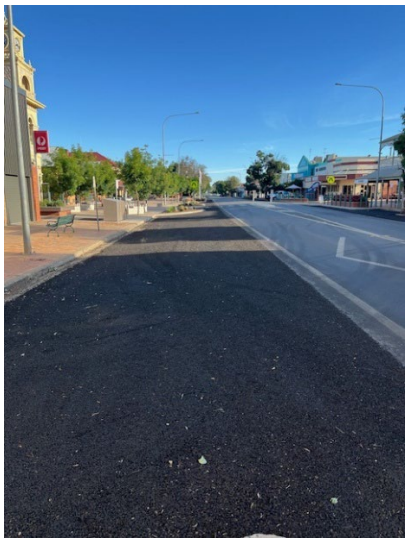
- Normal operating duties at Hay Waster Transfer Station.
- Operating the Material Recycling Facility
- Transfer of waste from Waste Transfer Station site to tip site.
- Pressing cardboard and plastic.
- FOGO processing
- Concrete crushing

Concrete crushing

Town Construction

- Town Streets pothole maintenance.
- Road shoulder repairs
- Local sealed road pothole repairs
- Assisting the Water and Sewer Department.
- Tip maintenance.
- Grave digging.
- Installation of plaques in the Hay Lawn Cemetery.
- Resealing Lachlan Street, Flood Street, Regional roads, Jerilderie Road and Maude Streets
- Footpath inspections.
- Rural signs maintenance.
- Hazard Reduction
- Installation of time capsule at Hay Park

Hay Races



Utilities

- Various water meter replacements.
- Water Treatment Plant daily operations and maintenance.
- Sewer Treatment Plant daily operations and maintenance.
- Various water leak repairs.
- Stormwater pit maintenance.
- Various fire hydrant replacements.
- Fire hydrant flushing.

Repair on a 100mm AC water main

Filtered water repair Orson St

New fittings for truck wash

Raw water repair Church St

100mm AC raw water main repair Simpson St

100mm AC raw water main repair Church St

Filtered water repair Leonard St

100mm AC raw water main repair Piper St

Piezo Samples collection

Staff Training

- Nil

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Social** 1.2 Recreational, Civic Spaces, and Infrastructure that meet community needs 1.2.1 Enhance public recreation areas and facilities 1.2.2 Placemaking with purpose

	1.2.3 Deliver infrastructure that are responsive to the community's needs 1.5 Our community is inclusive and sustainable 1.5.5 Facilitate access public spaces for cultural and community events **Environmental** 2.1 Council is resilient and adaptive 2.1.1 Council considers climate change resilience in our services, and the maintenance and management of our buildings, public spaces and infrastructure. 2.1.2 Foster sustainable energy solutions and practices to reduce Council's footprint. 2.4 Enhance the built environment 2.4.1 Maintain and beautify urban areas. 2.4.3 Provision of sustainable infrastructure that is adaptive to changing needs, suitability, betterment and funding levels. 2.5 Our community is inclusive and sustainable 2.5.1 People of all abilities have access to natural environments, cycleways and passive areas. 2.5.4 Develop and implement a sustainable waste management strategy **Economic** 3.2 Our community values its history and tourism 3.2.4 Showcase our open space, recreation and cultural facilities **Civic Leadership** 4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.2 Monitor and evaluate Council's strategic planning documents 4.1.3 Be environmentally responsible in decision making 4.1.4 Council will seek to continuously improve
FINANCIAL IMPLICATION	Works undertaken in accordance with adopted Operational Plan.
LEGISLATIVE IMPLICATION	Nil
POLICY IMPLICATION	Nil
ASSET IMPLICATION	Assets maintain and replaced as they fall due.
RISK IMPLICATION	Minimal

RECOMMENDATION

That Council notes the information provided in the report.

C15 - Tree Removal Requests

REPORTING OFFICER	Executive Manager Engineering and Operations
ATTACHMENTS	Application for the Removal of Street Tree

INTRODUCTION

Council received a request for Tree Removal.

COMMENTARY

Find below the relevant tree assessment.

Application for Tree Removal – 211 William Street	
Address	211 William Street
Tree Number	1
Species	Silky Oak
Crown and Branches	
Dead Branches	Yes
Cracks/Codominant/Weak Attachments.	No
Trunk	
Missing Bark	Yes
Decay	No
Lean	Yes
Root Damage	Yes
Services	
Footpath/Kerb Damage	No
Trip Hazard	No
Overhead Powerlines	No
Other Services Damage	Yes
Analysis	
Prone to Diseases/Pests	No
Likelihood of Failure	Medium
Removal or Prune	Remove
Replacement	Manchurian Pear

Staff Comments

- Tree is dropping sap onto the resident's cars and causing damage.
- The tree roots are damaging the storm water pipes and gutter causing pooling of water.

RECOMMENDATIONS

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**A Environmental Sustainability** *A1 Our community values its natural and built environments to support a sustainable environment* A1.1 Investigate renewable resource options A1.2 Identify suitable environmentally sustainable initiatives A1.3 Implement river management strategic partnerships to protect river banks A1.4 Establish and maintain clear guidelines for zoning, urban planning and development A1.5 Provide suitable accessible transport alternatives including cycleways and walking tracks A1.6 Maintain levee bank to protect community assets **B Liveable and vibrant community** *B.2 Our Community is Vibrant* B2.1 Enhance the atmosphere of the main street and public areas **E Our Infrastructure** *E.1 Our community can rely on well-maintained infrastructure that is responsive to our service needs* E1.1 Deliver infrastructure and assets that are responsive to community need E2.1 Within available resources ensure all assets and infrastructure are effectively maintained to industry and community standards E3.1 Ensure Council effectively manages its infrastructure and assets
FINANCIAL IMPLICATION	$1800
LEGISLATIVE IMPLICATION	Nil
POLICY IMPLICATION	Compliance with Street Tree Policy and Circular Economy Strategy: For every tree removed, Council plants 10 new trees.
ASSET IMPLICATION	Significant progress in protection of assets.
RISK IMPLICATION	Lowering risk to Council

RECOMMENDATIONS

That Council removes one (1) Silky Oak from 211 William Street and replaces it with a Manchurian Pear.

Hay Shire Council
134 Lachlan Street
HAY NSW 2711
Telephone: (02) 6990 1100
www.hay.nsw.gov.au
mail@hay.nsw.gov.au

OFFICE USE ONLY
Date Received
21.11.2025
Ref No.
_____

APPLICATION FOR THE REMOVAL OF STREET TREES

The General Manager
Hay Shire Council
HAY NSW 2711

Dear Sir,

I Thomas Bush (Name) hereby request for Council to remove (1) (No. of trees) _____ (Species if known)

street tree/s on the nature strip of my property at 211 William street (Address)

To assist with Council's decision, please provide information below to support this request.

The tree is spitting sap over cars and house, when it flowers, Also there are low hanging and branches that the Garbage truck can't pick up bins, Also the leaves are filling up the house gutters weekly. Its costing me too much in water to wash my work and personal cars and house.

NOTE: Council will only approve tree removal where there are no viable management solutions available to retain the tree. Reasons that may assist with the final decision may be due to the tree dead, dying, diseased, dangerous, causing damage to infrastructure or an inappropriate species.

I/We understand that this application does not guarantee the removal of tree. The final decision will be made by Council after Parks and Gardens staff assess the tree and all retention options are explored.

Thos Bush (Signature)

21/11/25 (Date)

thomas.bush@transport.nsw.gov. (Contact number/email)

OFFICE USE ONLY		
Received by:_____	**Referred to:**_____	**Date:**_____/_____/_____

From: Thomas Bush <Thomas.Bush@transport.nsw.gov.au>
Sent: Friday, November 14, 2025 12:18 PM
To: Hay Shire Council <mail@hay.nsw.gov.au>
Subject: Tree Sap

Hello, Thomas Bush from 211 William street, Just wondering if someone can come and have a look a tree on the nature strip of my house, As you can see at this time of the year its making a mess of cars and house, when it flowers it spits sap everywhere, And also notice the Garbage truck can't pick the bin up cause of low branches, And also the leaves dropping are filling the gutters of the house weekly, I would like it gone please, costing me too much in water to wash cars and house. My Phone number is personal phone 0438137058 work phone 0429705776. Cheers

C16 – Questions with Notice

QUESTIONS RECEIVED FROM CR CHAPMAN

Motion: Reduction of Speed Limit on Moama Street from 60 km/h to 50 km/h

That Council:

1. **Notes** the community's expressed safety concerns regarding the current 60 km/h speed limit on Moama Street, which forms part of the Sturt Hwy, including reports of excessive vehicle speeds and risks to road users, pedestrians and local residents.

2. **Recognises** that under the NSW Speed Zoning Standard and the Transport for NSW Movement and Place Framework, speed limits should reflect the surrounding environment, road function, and the presence of vulnerable road users, with the aim of minimising harm and improving liveability. Lower speeds significantly reduce crash severity and improve safety outcomes for road users, pedestrians and cyclists.

3. **Acknowledges** that Moama Street is an urban road with residential frontage, multiple business driveways, ongoing business development and parking, characteristics that align with the NSW guideline for a 50 km/h urban speed limit.

4. **Resolves** to formally request Transport for NSW to review and approve a reduction of the speed limit on Moama Street from 60 km/h to 50 km/h in accordance with the NSW Speed Zoning Standard and Safe System approach.

5. **Directs** Council staff to:

    - Prepare and submit the necessary documentation to Transport for NSW, including evidence of community support and safety concerns.

    - Engage with local residents and stakeholders to ensure awareness and compliance with the proposed change.

    - Report back to Council on the progress of the application and anticipated implementation timeline.

Key Justifications for the Motion

- **Safety Evidence**: Lowering the speed limit reduces the likelihood and severity of crashes. At 50 km/h, the risk of fatality for car occupants is significantly lower than at 60 km/h.

- **Alignment with State Policy**: NSW's Road Safety Action Plan and Speed Zoning Standard prioritise safer speeds in urban environments to achieve the target of halving fatal crashes by 2030.

- **Community Concerns**: Moama Street also serves as Sturt Hwy. Residents have expressed fears about speeding vehicles, which impacts traffic safety, walkability and local amenity. Lower speeds improve liveability and reduce noise pollution.

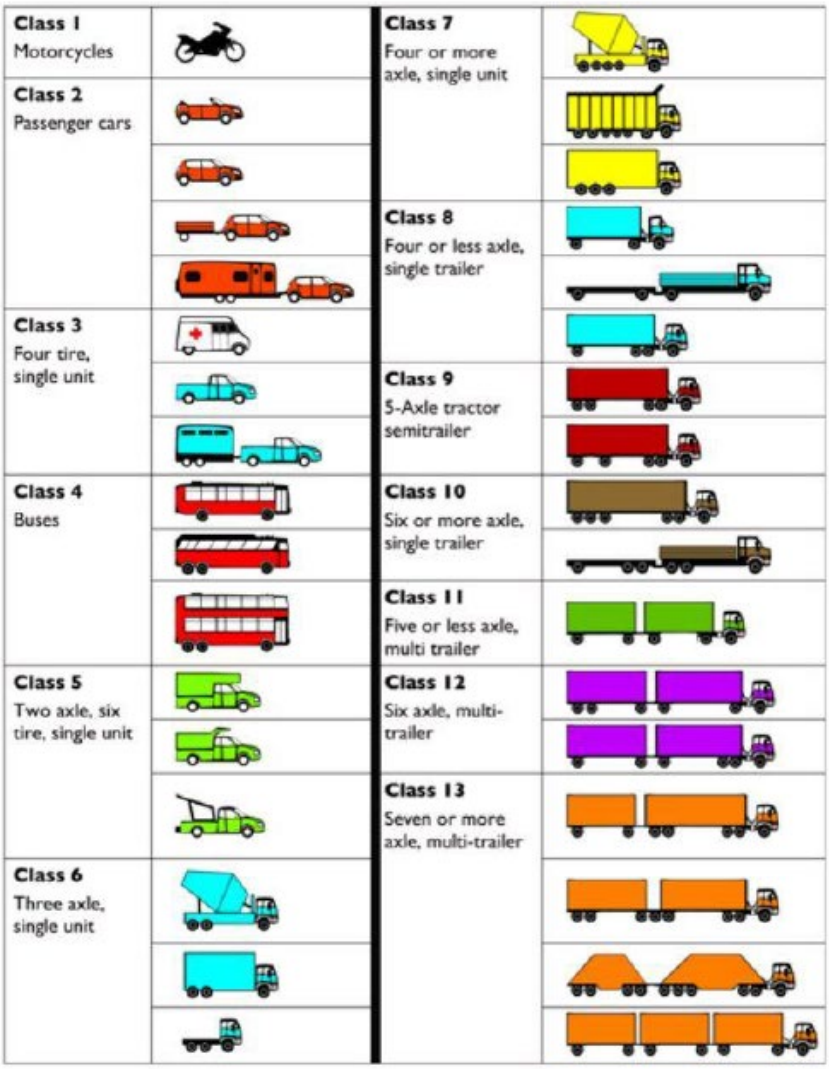
General Manager's Comment:
It would appear that the report of excessive speed along Moama Street is anecdotal with little to no evidence backing this claim at this point. From experience, in order to gain a speed reduction approval, particularly on a highway, it will require data to support the claim. If Council wishes to pursue this matter, it is recommended that speed data is gathered over a 12-month period, and this is brought back to Council before taking any further action.

Analysis of the existing traffic data on Moama Street, with the counter that was located at the western end speed zone change indicates majority of vehicles were doing between 60-70 km/hr right at the speed zone change between 60 and 110 km/hr – which is probably not unexpected. It is also noted this is a very small sample size.

11. Sturt Highway/Moama Street: 5 January 2024 to 13 March 2024 – only partly recorded due to pipes breaking

ClassMatrix-603
Site: Sturt Hwy.0.1WE
Description: **Shear Outback**
Filter time: **15:28 Friday, 5 January 2024 => 12:36 Wednesday, 13 March 2024**
Scheme: Vehicle classification (AustRoads94)
Filter: Cls(1-12) Dir(NESW) Sp(10,160) Headway(>0) Span(0 - 100) Lane(0-16)

	Class													
km/h	SV 1	SVT 2	TB2 3	TB3 4	T4 5	ART3 6	ART4 7	ART5 8	ART6 9	BD 10	DRT 11	TRT 12	Total	
10- 20	48	.	1	.	2	.	.	1	.	.	1	.	53	0.1%
20- 30	283	4	6	18	4	.	1	.	22	33	30	.	401	0.4%
30- 40	1352	34	29	65	22	1	6	12	100	247	231	3	2102	2.3%
40- 50	3391	270	250	95	19	18	58	59	317	1751	903	1	7132	8.0%
50- 60	17829	1981	1573	305	72	114	308	241	1101	5103	1830	6	30463	34.0%
60- 70	21789	2086	1601	242	63	141	274	209	930	5274	1231	5	33845	37.8%
70- 80	8524	688	680	89	9	35	84	71	302	1399	173	.	12054	13.5%
80- 90	2301	140	172	19	2	6	10	4	38	142	17	.	2851	3.2%
90-100	441	16	39	3	1	2	2	1	3	17	.	.	525	0.6%
100-110	83	3	15	.	.	1	.	.	.	.	.	.	102	0.1%
110-120	10	1	2	.	.	.	.	.	.	.	.	.	13	0.0%
120-130	6	.	.	.	.	.	.	.	.	.	.	.	6	0.0%
130-140	13	.	.	.	.	.	.	.	.	.	.	.	13	0.0%
140-150	.	.	.	.	.	.	.	.	.	.	.	.	0	0.0%
150-160	6	.	.	.	.	.	.	.	.	.	.	.	6	0.0%
Total	56076	5223	4368	836	194	318	743	598	2813	13966	4416	15	89566	
	62.6%	5.8%	4.9%	0.9%	0.2%	0.4%	0.8%	0.7%	3.1%	15.6%	4.9%	0.0%		



RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Civic Leadership** 4.1 Our Council leads by example 4.1.1 Implement and promote best practice governance 4.1.2 Monitor and evaluate Council's strategic planning documents 4.1.3 Be environmentally responsible in decision making 4.1.4 Council will seek to continuously improve
FINANCIAL IMPLICATION	Staff time plus cost to implement any speed reduction will be borne by Council
LEGISLATIVE IMPLICATION	Local Government Act 1993 Roads Act 1993
POLICY IMPLICATION	N/A
ASSET IMPLICATION	N/A
RISK IMPLICATION	Minor - reputational

CLOSED COMMITTEE NOTIFICATION

HAY SHIRE COUNCIL
ORDINARY MEETING OF COUNCIL
16TH DECEMBER 2025

List of items entitled to be dealt with in a Closed Meeting

Section 10A of the Local Government Act 1993 provides that all matters shall be discussed in open other than matters that relate to the following: -

(a) personnel matters concerning particular individuals (other than councillors);
(b) the personal hardship of any resident or ratepayer;
(c) information that would, if disclosed, confer a commercial advantage on the person with whom the council is conducting, or proposing to conduct, business;
(d) commercial information of a confidential nature that would, if disclosed:
  (i) prejudice the commercial position of the person who supplied it, or
  (ii) confer a commercial advantage on a competitor of the council, or
  (iii) reveal a trade secret;
(e) information that would, if disclosed, prejudice the maintenance of law;
(f) matter affecting the security of the council, councillors, council staff or property;
(g) advice concerning litigation, or advice that otherwise would be privileged from production in legal proceedings on the ground of legal professional privilege, and
(h) information concerning the nature and location of a place or item of Aboriginal significance on community land.

Council or a council committee may close part of a meeting only for such portion of the debate on an item as is necessary to preserve confidentiality, privilege or security. The resolution closing the meeting must specify:

- the provision of section 10A (2) of the Act under which part of the meeting is being closed,
- the matter to be discussed during the closed part of the meeting, and
- the reasons why it is being closed, including an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to public interest.

Section 11
In accordance with Section 11(2)(a)(b) of the Local Government Act 1993, access to the correspondence and reports relating to the items considered during the course of the Closed Session will be withheld.

Reason for Confidentiality:

IC.1 Hay Heavy Vehicle Rest Area and the Hay Aerodrome Heavy Vehicle Entrance Projects

Section 10A of the Local Government Act 1993:
(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.