Hay Shire COUNCIL

Business Paper

Ordinary Meeting

Thursday, 27th November 2025
1.00pm

Exciting Heritage...Positive Future

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
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20th November 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, 27th November 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. Mayor's Report
7. Delegate's Report
8. General Manager's Report
9. Committee Reports
10. In-Committee Report

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 – 28th October 2025

MINUTES OF THE ORDINARY MEETING OF THE HAY SHIRE COUNCIL HELD IN THE COUNCIL CHAMBERS LACHLAN STREET HAY AT 1.00PM ON 28th October 2025

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

Request to attend by Audio Visual Link: Nil

Apology: Cr M Quinn

25-136 Resolved that the apology submitted by Cr Quinn be accepted and a leave of absence be granted.

(Perry/Tapper)

This meeting was live streamed, and audio recorded.

Address to Council: ARIC Chair Mr John Batchelor addressed the meeting and presented the 2024/25 ARIC Annual Report.

Confirmation of Minutes

25- 137 Resolved that the minutes of the Ordinary Meeting of Council held 23rd September 2025 be confirmed.

(Perry/Porter)

Declaration of Interest:

- Cr Oataway – Item M2 – Non-pecuniary as Cr Oataway is a Board Member of Haydays.

Mayoral Report

M1 Mayoral Report

That Council notes the information provided in the report.

M2 Mayoral Minute

As the Mayor declared an interest in Item M2 and in absence of the Deputy Mayor, it was necessary to elect a Chair for the item. Two nominations were received — Cr Miller and Cr Perry. Following a show of hands, Cr Miller was declared elected as Chair.

Cr Oataway vacated the chambers during consideration of item M2. Cr Miler assumed role of Chair.

Lisa Bowen, Haydays Board Member addressed the Council.

25-138 Resolved that Council accept to consider the recission motion.

(Porter/Tapper)

25-139 Resolved that Council:

(i) Writes to the Federal Minister for Aged Care, The Hon Mark Butler, the Minister for Aged Care and Seniors of Australia, The Hon Sam Rae, the Federal Minister for Regional Development, Local Government and Territories, The Hon Kristy McBain, and the Shadow Minister for Health and Aged Care, The Hon Anne Ruston, Senator for NSW the Hon Deborah O'Neill, and Member for Murray the Hon Helen Dalton MP to make immediate funding for rural aged care compliance and upgrades a national priority.

(ii) That a meeting with the Federal Minister for Aged Care be requested to ensure this matter is taken to Canberra without delay.

(iii) Note that a meeting with Federal Member, Sussan Ley was held 16th September 2025.

(iii) Advocates to NSW Country Mayors Association to lead a coordinated campaign including case studies from other councils and collecting quantitative evidence that demonstrate the scale and urgency of the crisis in aged care service sustainability in rural and regional NSW; and develops a joint advocacy strategy to collectively lobby the Federal Government for a coordinated and adequately resourced national response.

(Chapman/Perry)

Cr Oataway resumed Chair of the meeting.

Delegate Report:

D1 Cr Chapman's report on the MDA Annual Conference

The report was noted.

General Manager's Reports

Action Plan Report

The report was received and noted.

C1 2024/2025 ARIC Annual Report and Attestation

25-140 Resolved that Council:

a. Accepts the ARIC's 2024/25 Annual Report; and
b. Endorses the General Manager's attestation for inclusion in the Council's 2024/25 Annual Report.

(Perry/Porter)

C2 DA2025-45 Shed at 332 Macauley Street, Hay

25-141 Resolved that DA2025-45 for a shed at 332 Macauley Street, Hay 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 A, B, C, D, E & F for 332 Macauley Street, 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. **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.*

3. **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.*

4. **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.*

5. **Siting:**
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.

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

6. **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.*

7. **Boundary Clearance:**
A minimum distance of 900mm shall be provided between the external walls of the dwelling/building and the side boundaries of the allotment, and a minimum distance of 450mm shall be provided between the overhang of the eaves and guttering and the side boundaries of the allotment.

Reason: *To adhere to minimum boundary offsets as required by the relevant legislation.*

8. **Storm Water Drainage:**
Storm water run-off from all roofs and extensive paved areas is to be collected and conveyed by gravity to Council's storm water collection system via a system of underground pipes having a diameter of at least 90mm and laid at a grade of at least one-in-one hundred (1%).

Reason: *Preservation of the integrity of buildings and other structures, soil conservation, and not to impact neighbouring properties.*

9. **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.*

10. **Occupation Certificate:**
Prior to the commencement of the use and/or occupation of the subject development, a satisfactory Final Inspection and/or 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.*

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. Use of Building – Non-Residential Uses Only:
The building must not be used as a dwelling or domicile without Council's consent.

13. Use of Building – Not for Commercial or Industrial Use: The building/shed must not be used for commercial or industrial purposes or storage of goods associated with industrial or commercial undertakings.

Reason: *Development consent is required for any other activity not already approved.*

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

(Perry/Tapper)

C3 Resignation of Councillor Tapper

25-142 **Resolved** that Council:

(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.

(Porter/Chapman)

C4 Request for Leave of Absence

25-143 **Resolved** that Council grants leave of absence to Cr Martyn Quinn for the period 22nd to 29th November 2025.

(Perry/Tapper)

C5 Annual Disclosure of Interest Returns 2024-25

Council notes the tabling of the Register of Annual Disclosure of Interest Returns for 2024-25.

C6 2024/25 Financial Statements

25-144 **Resolved** that Council:

(a) Adopts the Financial Statements for the year ending 30th June 2025;

(b) Authorises the Mayor, Cr Perry, General Manager and Responsible Accounting Officer to sign the Statements by Council on its opinion of the accounts, and

(c) Delegates authority to the General Manager to authorise the issue of the accounts on receipt of the auditor's reports and set the date for the public meeting.

(Tapper/Perry)

C7 Australia Day 2026

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

C8 Code of Meeting Practice

25-145 Resolved that Council:

(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.

(Miller/Porter)

C9 Planning Agreements Policy

25-146 Resolved that Council adopts the Planning Agreements Policy, V1.2 dated August 2025.

(Miller/Perry)

C10 Swimming Pool Management

25-147 Resolved that Council:

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

(b) Awards the lease of the pool canteen for the 2025/26 season to 'Mara on Food' and authorises the General Manager to execute the lease accordingly.

(Perry/Porter)

C11 Update on Childcare in Hay

25-148 Resolved that Council:

(a) Notes the information in the report and the initiatives undertaken by staff to address the critical childcare shortage in Hay.

(b) Endorses the new lease with Hay Children's Services, including the property at 342 Church Street, and authorises to the General Manager to execute the lease accordingly;

(c) Does not reduce or waive the property insurance at 344 Church Street for 2025/26 year; and

(d) Authorises the General Manager or his delegate to continue the negotiations with Homes NSW in regards to the property for childcare as outlined in the report and execute Contracts of Sale of property, under Council Common Seal as required.

(Perry/Porter)

C12 Circulars and other Government Correspondence

That Council notes the information provided in the report.

C13 Tree Removal Requests

25-149 Resolved that Council:

(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.

(Perry/Miller)

C14 Monthly Financial Report

That Council receives and notes the report provided.

C15 Library Report September 2025

That Council notes the information provided in the report.

C16 Tourism & Economic Development August/September 2025

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

C17 Development and Compliance Report

That Council notes the information in the report provided.

C18 Major Projects Update

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

Cr Porter left the room at this point.

C19 John Houston Memorial Swimming Pool Replacement Project

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

C20 Operations Monthly Update Report

25-150 Resolved that Council:

a) Notes the information provided in the report; and

b) 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.

(Miller/Perry)

Reports of Council Committees

- Hay Showground Management Committee held 15th September 2025
- Hay Local Emergency Management Committee held 15th October 2025
- Hay Audit Risk and Improvement Committee held 23rd October 2025

25-151 Resolved that Council notes the Committees meeting minutes, and any recommendations contained within be adopted.

(Perry/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 – Reseals 2025/26

In accordance with Section 10D it is considered that if the matter were discussed in an open Council meeting, it would on balance, be contrary to the public interest as its information that would if disclosed, confer a commercial advantage on person with whom the Council is conducting (or proposes to conduct) business. As such, the matter is appropriately considered in closed session under Section 10A(2)(a) of the Local Government Act 1993.

IC2 – 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.

25-152 Resolved that the meeting be closed during the discussion of these matters.

(Miller/Tapper)

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

Cr Porter rejoined the meeting at this point.

IC1 – Reseals 2025/26

25-153 **Resolved** that Council:

(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.

(Perry/Miller)

IC2 – Hay Heavy Vehicle Rest Area and the Hay Aerodrome Heavy Vehicle Entrance Projects

25-154 **Resolved** that Council:

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

(b) Places the draft updated Plan of Management on public exhibition for minimum of 28 days and provide the applicable stakeholder notifications as required; and

(c) A further report be brought back to Council in due course.

(Miller/Perry)

Cr Miller left the meeting at this point.

25-155 **Resolved** that the meeting move out of closed session, and the resolutions closed session be made public.

(Perry/Tapper)

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 3.01pm.

Confirmed_____
Cr Carol Oataway
Mayor

Mayoral Minute

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M1. Mayoral Report

REPORTING OFFICER	Cr Carol Oataway – Mayor
ATTACHMENTS	

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

Representation / Engagements

- **Balranald Council Mayor's Civic Reception – 22nd October 2025**
  The General Manager and I travelled to Balranald to attend the Balranald Health Forum Civic Reception hosted by Mayor Louie Zaffina. This was a wonderful networking event where the health services in Balranald and the surrounding areas were highlighted.



Balranald Shire Councillors



Mayor Louie Zaffina - Host

- **Community Forum – 27th October 2025**
  A community forum was held on 27 October, bringing together 37 attendees from across the community, industry and partner organisations. The session focused on working collaboratively to address Hay's current challenges and to shape a strong and sustainable future for our Shire. The forum was guided by the 10-Year Economic Roadmap, co-developed with local stakeholders and supported by The Next Economy. This roadmap reflects Hay's values, strengths and long-term aspirations, and positions our community to confidently pursue new opportunities as they emerge. Hay is well-placed to build on its resilience and harness future economic potential, and the insights shared during the forum will play an important role in informing our next steps. I would also like to acknowledge the participation of Crs Miller and Chapman, whose attendance and contributions were greatly appreciated.

- **Remembrance Day – 11th November 2025**
  I was honoured to represent Hay Shire Council in the laying of a wreath for Remembrance Day. It was wonderful to see the large representation of students from all three local schools who took part in proceedings. Thank you to Nicholas Harrison, President of the Hay sub-branch of the RSL, for leading the ceremony.

- **HWMHS Presentation Day – 14th November 2025**
  I was honoured to attend the Hay War Memorial High School's Awards Ceremony where the achievements of students were celebrated for 2025. I was called on to present several

scholarship awards. Ex student, Sandra Headon, provided the occasional address highlighting her career in the Australian Federal Police.

Meetings

- **LHAC Meeting – 3rd November 2025**
  The General Manager and I attended the monthly meeting of the Local Health Advisory Committee discussing health priorities in the local area. Hay Hospital has been allocated a Junior Medical Officer in early 2026, an early career doctor who will be supervised by Dr Arshed. Currently there are 15 on the waiting list for the aged care facility at the hospital. A parliamentary enquiry is currently being held into the split of MLHD into two districts.

- **Sturt Highway Taskforce – 4th November 2025**
  The General Manager and I attended the quarterly meeting of the Sturt Highway Taskforce. Discussions are ongoing with proponents of renewable energy on potential routes. A network plan is yet to be developed. Traffic counts are currently being done and council will receive data and information about their roads. The Sturt Highway Strategic Plan has had good coverage. Dedicated media releases are being planned for over the Christmas period putting out safety messages for drivers. Council has been asked to distribute amongst our local networks.

- **Pool Meeting – 6th November 2025**
  The pool is nearing completion and remains on track for an opening on 19th December. The power upgrade is complete, the yarning circle is on track, the AI detection system is mostly complete, shade structures are up, and the FOB system has been installed. Five pool attendants have been on-boarded and a canteen lease agreement has been signed.

- **Meetings with Helen Dalton's Office and OLG – 7th November 2025**
  The General Manager and I discussed a range of topics in our monthly catch-up. On the agenda was aged care, Hay Hospital MPS, police housing, childcare and housing. The Code of Meeting Practice, which is out on public exhibition was also discussed.

- **CRLG Meeting – 12th November 2025**
  The latest webinar of the CRLG was about accounting, financial practices and asset management in small, rural councils. Increasing regulatory demands, complex financial reporting and tight budgets create unique challenges. Usually small rural councils are working with small teams, have a high staff turnover and have limited access to specialised talent.

Council Matters

Hay Shire Council has written to the Hon Chris Minns, Premier of NSW, seeking urgent drought assistance as our community faces severe and worsening dry conditions. Most of the Shire has received only 40% of average annual rainfall, placing significant pressure on farmers, small businesses and essential services.

Council has requested several key support measures, including a 50% freight subsidy for transporting stock or carting fodder, and dollar-for-dollar funding for essential water infrastructure to help secure supply for people and livestock. We have also asked for assistance with Local Land Services and shire rates, recognising the financial stress facing landholders.

To support the broader economy, Council is advocating for cash grants or low-interest loans for drought-affected rural businesses, along with continued funding for Rural Financial Counsellors, who are critical in helping families navigate hardship.

Council will continue to advocate strongly for our community during this challenging period.

Upcoming Engagements

- LGNSW Annual Conference – 23rd – 25th November 2025
- MPHN Last Days Workshop – 26th November 2025
- St Mary's Christmas Tree – 1st December 2025
- CRLG Meeting – 10th December 2025
- St Mary's Award Night – 11th December 2025
- Citizenship Ceremony – 12th December 2025

RECOMMENDATION

That Council notes the information provided in the report.

Delegate Report

D1- 2025 ALGA Roads Congress

REPORTING OFFICER	Cr Garner
ATTACHMENTS	-2025 Congress Communique

INTRODUCTION

This report is an update regarding the recently held ALGA Roads Congress.

COMMENTARY

Executive Manager – Engineering and Operations and I participated in this year's ALGA Roads Congress held on 11-12 November in Bendigo to discuss roads, transport and infrastructure.

The event was highly productive and a very worthwhile. The contribution of the speakers and the level of engagement with the speakers were excellent. This year most speakers focused on operational issues. Hay Council are aware of and prepared for these ongoing and upcoming issues. Some of the issues for discussion were:

- Funding and the portals for reporting project status and financial claims.
- Ministers address the Hon Catherine King MP announced the increase in Roads to Recovery funding (double). Alarmingly 10% of Councils have not yet submitted projects into the R2R portal. Hay Shire Council are pleased to report our R2R projects for 2025/26 are in the portal and approved.
- AI was a focus topic throughout the congress.
- Road construction methods were discussed.
- Freight logistics issues were discussed and
- Grants and upcoming funding opportunities.



The discussions that occurred as part of the Congress will provide ALGA with a strong foundation on which to further develop local government's advocacy in transport and infrastructure.



RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Social** 1.2 Recreational, Civic Spaces, and Infrastructure that meet community needs 1.2.3 Deliver infrastructure that are responsive to the community's needs **Environmental** 2.2 Our Community is resilient and adaptive 2.2.1 Support business with climate risk adaptation and best practice 2.4 Enhance the built environment 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. **Economic** 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 **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 4.3 Our Council is inclusive and sustainable 4.3.3 Ensure a financially sound Council that is responsible and sustainable
FINANCIAL IMPLICATION	Nil
LEGISLATIVE IMPLICATION	Nil
POLICY IMPLICATION	Nil
ASSET IMPLICATION	Nil
RISK IMPLICATION	Nil

RECOMMENDATION

That the report be received.

ALGA
Australian Local Government Association

Roads Congress 2025 Bendigo – Communique

Over 220 local government leaders, industry experts, and stakeholders from across Australia gathered at the 2025 National Local Roads, Transport & Infrastructure Congress in Bendigo Victoria, to discuss the challenges and opportunities facing Australia's local road networks and infrastructure.

We acknowledged the traditional custodians of the lands, the Dja Dja Wurrung and Taungurung people, on which we met, paying respects to their elders past, present, and emerging.

This year's Congress focused on *Driving National Productivity*, with a strong emphasis on local roads funding, maintenance, and infrastructure and the vital role councils play in supporting the national productivity agenda.

The Congress remained committed to a strong call for the return of 1% of Financial Assistance Grants to support the urgent need for Road and Infrastructure maintenance and development to support our communities' needs. The panel of Local Government Association Presidents reinforced this strongly in their presentations.

The message was reiterated to both the Government and Opposition representatives at the conference. The Hon. Catherine King, Minister for Infrastructure, Transport, Regional Development and Local Government, and the Shadow Assistant Minister for Infrastructure, Senator Matt O'Sullivan provided updates and positions on Australia's infrastructure future.

Minister King spoke to the reinstatement of the Inquiry into Local Government Financial Sustainability. The Minister emphasised that all submissions from the previous inquiry will be considered, and only updated information needs to be resubmitted by early February 2026.

In acknowledgement of the critical role councils play in delivering and maintaining community infrastructure, our keynote speaker Rupert Hoskin AM shared insights on effective leadership for managing complex infrastructure projects, especially during adversity.

The Congress provided a dynamic platform for collaboration, knowledge exchange, and strategic planning to advance Australia's local roads and transport priorities. Road safety remains a top priority, with delegates exploring evidence-based approaches to reducing road trauma and strategic planning for achieving zero fatalities.

Delegates heard from a wide range of experts and gained practical insights into infrastructure financing models, strategies for successful grant applications, and contemporary asset management practices. Sustainable road construction, circular economy principles, strategies for building resilience into infrastructure and research on behavioural change for active transport were also showcased.

Local governments are key partners in delivering national priorities and sessions covering regional transport planning, zero emissions strategies, and delivery of major freight projects like Inland Rail provided important insights into how these can be achieved.

Building Better Communities.

General Manager's Report

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General Manager's Report

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Actions Required from Council & Committee Meeting

Month; October

Ordinary Meeting 28th October

Res No	*Officer*	*Item*	*Resolution*	
25-139	GM	***Mayoral Minute – Aged Care Reform***	(i) Writes to the Federal Minister for Aged Care, The Hon Mark Butler, the Minister for Aged Care and Seniors of Australia, The Hon Sam Rae, the Federal Minister for Regional Development, Local Government and Territories, The Hon Kristy McBain, and the Shadow Minister for Health and Aged Care, The Hon Anne Ruston, Senator for NSW the Hon Deborah O'Neill, and Member for Murray the Hon Helen Dalton MP to make immediate funding for rural aged care compliance and upgrades a national priority. (ii) That a meeting with the Federal Minister for Aged Care be requested to ensure this matter is taken to Canberra without delay. (iii) Note that a meeting with Federal Member, Sussan Ley was held 16th September 2025. (iii) Advocates to NSW Country Mayors Association to lead a coordinated campaign including case studies from other councils and collecting quantitative evidence that demonstrate the scale and urgency of the crisis in aged care service sustainability in rural and regional NSW; and develops a joint advocacy strategy to collectively lobby the Federal Government for a coordinated and adequately resourced national response. ***Response:*** Letters sent. NSW Country Mayors Association in the process of arranging a meeting with minister.	Yes
25-140	GM	**2024/2025 ARIC Annual Report and Attestation**	a. Accepts the ARIC's 2024/25 Annual Report; and b. Endorses the General Manager's attestation for inclusion in the Council's 2024/25 Annual Report. ***Response:*** Completed.	Yes
25-141	EM P&C	**Shed at 332 Macauley Street, Hay**	DA2025-45 for a shed at 332 Macauley Street, Hay be approved with conditions: ***Response:*** Development consent approved.	Yes

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.	No
25-144	GM	**2024/25 Financial Statements**	**(a)** Adopts the Financial Statements for the year ending 30th June 2025; **(b)** Authorises the Mayor, Cr Perry, General Manager and Responsible Accounting Officer to sign the Statements by Council on its opinion of the accounts, and (c) Delegates authority to the General Manager to authorise the issue of the accounts on receipt of the auditor's reports and set the date for the public meeting. ***Response:*** Completed.	Yes
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.	No
25-146	GM	**Planning Agreements Policy**	Council adopts the Planning Agreements Policy, V1.2 dated August 2025. ***Response:*** Completed.	Yes
25-147	GM	**Swimming Pool Management**	**(a)** Awards the lease of the pool canteen for the 2025/26 season to 'Mara on Food' and authorises the General Manager to execute the lease accordingly. ***Response:*** Lease signed. Complete.	Yes
25-148	GM	**Update on Childcare in Hay**	**(a)** Notes the information in the report and the initiatives undertaken by staff to address the critical childcare shortage in Hay.	Yes

			(b) Endorses the new lease with Hay Children's Services, including the property at 342 Church Street, and authorises to the General Manager to execute the lease accordingly; **(c)** Does not reduce or waive the property insurance at 344 Church Street for 2025/26 year; and **(d)** Authorises the General Manager or his delegate to continue the negotiations with Homes NSW in regards to the property for childcare as outlined in the report and execute Contracts of Sale of property, under Council Common Seal as required. ***Response:*** New lease executed. Discussions with Homes NSW ongoing.	
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.	No
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.	No
25-154		**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)** Places the draft updated Plan of Management on public exhibition for minimum of 28 days and provide the applicable stakeholder notifications as required; and	Yes

			(c) A further report be brought back to Council in due course. ***Response:*** See separate report to Council.	

Month: September
Ordinary Meeting 23rd September

Res No	***Officer***	***Item***	***Resolution***	***Complete***
25-123	GM	***Mayoral Minute – Aged Care Reform***	Writes to the Prime Minister, The Hon Anthong Albanese, the Federal Minister for Aged Care, The Hon Mark Butler, the Minister for Aged Care and Seniors of Australia, The Hon Sam Rae, the Federal Minister for Regional Development, Local Government and Territories, The Hon Kristy McBain, the Shadow Minister for Health and Aged Care, The Hon Anne Ruston, and the NSW Premier, The Hon Chris Minns, to make immediate funding for rural aged care compliance and upgrades a national priority. (ii) Requests an immediate meeting with our Federal Member, Sussan Ley, to ensure this matter is taken to Canberra without delay. (iii) Advocates to NSW Country Mayors Association to lead a coordinated campaign including case studies from other councils and collecting quantitative evidence that demonstrate the scale and urgency of the crisis in aged care service sustainability in rural and regional NSW; and develops a joint advocacy strategy to collectively lobby the Federal Government for a coordinated and adequately resourced national response. (iv) Writes to the Aged Care Quality and Safety Commissioner formally requesting that the Commissioner undertake an investigation into the governance, administration, and overall management practices of Haydays Retirement Hostel over the past twenty (20) years with a view to improve the future operation of the facility. ***Response:*** Letters drafted. Action ceased due to receipt of Recission Motion. See 25-139.	Yes

25-127	EM-P&C	**Companion Animal and Livestock Management Policy**	a. Places the Draft Hay Shire Council Companion Animal and Livestock Management Policy, dated 17th September 2025 on public exhibition for a minimum of 28 days; and b. A further report be brought to Council in due course. **Response:** Currently on public exhibition. See separate report to Council.	Yes
25-129	EM – P&G	**Draft Policies**	a. Adopts the Australia Day Policy as presented; b. Adopts the **Child Safe Policy,** inclusive of the **Child Safe Code of Conduct**, as presented; c. Adopts the Data Management Governance Policy as presented; and d. Places the draft Library Policy and draft Debt Management and Hardship Policy on public exhibition for a period of no less than 28 days to allow for community feedback, and a further report be brought to Council. **Response:** **(d)** Polices currently on public exhibition. See separate report to Council.	Yes
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. (j) A further report brought back to Council after the 30-day period. **Response:** No further progress at this stage.	No

Month: August 2025
Ordinary Meeting 26th August

Res No	*Officer*	*Item*	*Resolution*	*Complete*

25-105	EM – P&C	**Hay Shire Housing Facilitation Project - Planning Proposal PP2024-1037**	1. Receives the post exhibition report and endorses Planning Proposal PP- 2024-1037 to amend the Hay Local Environmental Plan 2011: Remove the current 550sqm minimum lot size applicable to land located within the RU5 Village Zone (both North and South Hay). a. Rezone land identified as 229 Bourke Street (Lot 2, DP448476 and Lot 135, DP756755) and 41 Cemetery Road (Lot 168, DP756755) from RU1 Primary Production to R2 Low Density Residential Zone. a. Reduce the minimum lot size of land identified as 229 Bourke Street (Lot 2, DP448476 and Lot 135, DP756755) and 41 Cemetery Road (Lot 168, DP756755) from 90ha to 1,500sqm. b. Introduce a new land use zone within the Land Use Table of the LEP, being the R2 Low Density Residential zone. 2. Requests the NSW Department of Planning, Housing and Infrastructure to draft and finalise the amendment to the Hay Local Environmental Plan 2011. **Response:** Motions submitted and letter sent. Submitted all paperwork to the Department. At parliamentary council for LEP change. LEP updated. Complete.	Yes
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.	No
25-117		**Library Report**	1. Ceases new enrolments in the Imagination Library from 31 August 2025, while ensuring currently enrolled children continue to receive books until June 2026 as currently funded. 2. Reviews its library programs and develops new, innovative programs in collaboration with HCS that align with best practice in early literacy and maximise family participation in library services. 3. At the next Quarterly Budget Review considers the Library Budget allocation following the review in (2) above; including	Yes

			1000 Books Before School, Storytime, Baby Rhyme Time, and family literacy workshops, with improved incentives and enrolment strategies. 4. Updates and diversifies the children's book collection to support social, emotional, and educational development, ensuring resources remain relevant to the needs of regional families. 5. Promotes equity of access by encouraging extended loans and outreach support for families who are geographically isolated or unable to attend library programs regularly. **Response:** Imagination Library advised of decision. Staff reviewing library programs. Completed.	

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.	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.	No

			(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.	
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.	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 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.	No

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 returns to the full ownership of Hay Shire Council; and (f) Two 4-bedroom dwellings are set aside for Council in the subdivision; and	No

			(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.	

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 Hay Parks to achieve ten trees planted for every removal.	No

			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	No

Res. No.	Officer	Item	Resolution	Complete
			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.	
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 - Presentation of Financial Statements and Management Letter

REPORTING OFFICER	Deputy General Manager
ATTACHMENTS	1. 2024-2025 Annual Financial Statements (under separate cover within the Annual Report) 2. Management letter on final phase of 2024/2025 Audit

INTRODUCTION

An invitation has been extended to the public, through an advertisement in the Riverine Grazier, to attend this meeting at which Council is required to formally present its Financial Statements and Audit Reports and in accordance with section 419(1) of the Act. Council invited submissions from ratepayers in relation to the reports and to date no submissions have been received. The deadline for receiving submissions is 4/12/2025. Also included in this report is a copy of Council's Management letter.

COMMENTARY

Council's Financial Statements, including Audit Reports, for the year ended 30 June 2025 appear in full in the Annual Report which is on the agenda for this meeting and attached under separate cover. The Audited Financial Statements have been submitted to the Office of Local Government in accordance with the Local Government Act. Mr Josh Porker, Principal and Mr. Tyson Holt, Senior Manager at RSD Audit, our Contract Auditors, will speak to Council by way of Video Conference regarding the Financial Statements.

A copy of the Management letter on the final phase of the Audit for the year ended June 2025 is also tabled for Councils information. I am pleased to report that there is only one medium issue not resolved from last year which has been partially addressed, and three low risk current matters. The Management letter will be presented to the next ARIC meeting for consideration.

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	May be significant if actions not taken to address risks
LEGISLATIVE IMPLICATION	Local Government Act 1993
POLICY IMPLICATION	N/A
ASSET IMPLICATION	Financial Statements disclose asset management indicators
RISK IMPLICATION	Financial, compliance and reputational risk

RECOMMENDATION

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.

Mr David Webb
General Manager
Hay Shire Council
PO Box 141
Hay NSW 2711

Contact: Michael Kharzoo
Phone no: 02 9275 7188
Our ref: FA1738

13 November 2025

Dear Mr Webb

Management letter on the Final Phase of the Audit

for the Year Ended 30 June 2025

The final phase of our audit for the year ended 30 June 2025 is complete. This letter outlines:

- matters of governance interest we identified during the current audit
- unresolved matters identified during previous audits
- matters we are required to communicate under Australian Auditing Standards.

We planned and carried out our audit to obtain reasonable assurance the financial statements are free from material misstatement. Because our audit is not designed to identify all matters that may be of governance interest to you, there may be other matters that did not come to our attention.

For each matter in this letter, we have included our observations, risk assessment and recommendations. The risk assessment is based on our understanding of your business. Management should make its own assessment of the risks to the organisation.

We have kept management informed of the issues included in this letter as they have arisen. A formal draft of this letter was provided on 12 November 2025. This letter includes management's formal responses, the person responsible for addressing the matter and the date by which this should be actioned.

The information in this letter and any attachment is confidential and intended for management and those charged with governance only. This document may not be shared with other parties without the consent of the Audit Office. It may not be distributed to persons other than management and those you determine to be charged with governance of the Council.

The Auditor-General may include items listed in this letter in the Report to Parliament. We will send you a draft of this report and ask for your comments before it is tabled in Parliament.

If you would like to discuss any of the matters raised in this letter, please contact me on 02 9275 7188 or Josh Porker on 03 4435 3550.

Yours sincerely



Michael Kharzoo
Director, Financial Audit

cc: ARIC Chair - John Batchelor

Mayor - Cr. Carol Oataway

auditoffice
OF NEW SOUTH WALES



Final management letter

for the year ended 30 June 2025

Hay Shire Council

We have rated the risk of each issue as ‘Extreme’, ‘High’, ‘Moderate’ or ‘Low’ based on the likelihood of the risk occurring and the consequences if the risk does occur using the risk assessment matrix below.

LIKELIHOOD	CONSEQUENCE: Low	Medium	High	Very high
Almost certain	M	M	H	E
Likely	L	M	H	H
Possible	L	M	M	H
Rare	L	L	M	M

The risk level is a combination of the consequences and likelihood. The position within the matrix corresponds to the risk levels below.

RISK LEVELS	MATRIX REFERENCE
Extreme:	E
High:	H
Moderate:	M
Low:	L

For each issue identified, the principles within the consequence and likelihood tables have been used to guide our assessment.

Consequence levels and descriptors

When assessing the consequence of each issue, we have regard to the length of time the issue remains unresolved. The lack of timeliness in resolving issues may indicate systemic issues and/or poor governance practices, which warrant an increase in the consequence level. As such, unresolved or unaddressed issues from prior periods are re-assessed annually.

Consequence level	Consequence level description
Very high	• Affects the ability of the entire entity to achieve its objectives and may require third party intervention; • Arises from a fundamental systemic failure of governance practices and/or internal controls across the entity or across a critical/significant part of the entity; or • May result in an inability for the auditor to issue an audit opinion or issue an unqualified audit opinion, and/or significant management work arounds and substantive tests of details was required in order to issue an unqualified opinion.
High	• Requires coordinated management effort at the executive level; • Arises from a widespread failure of governance practices and/or internal controls affecting most parts of the entity or across a significant/important part of the entity (e.g. as demonstrated through a lack of timely resolution of unresolved/repeat issues); or • May result in an inability for the auditor to issue an unqualified audit opinion, and/or significant management workarounds and substantive tests of details was required in order to issue an unqualified opinion.
Medium	• Requires management effort from areas outside the business unit; or • Arises from ineffective governance practices and/or internal controls affecting several parts or a key part of the entity (eg. as demonstrated through a lack of timely resolution of unresolved/repeat issues).
Low	• Can be managed within normal management practices; or • Arises from isolated ineffective governance practices and/or internal controls affecting a small part of the entity that are largely administrative in nature.

Likelihood levels and descriptors

When assessing the likelihood of each issue, we have regard to the length of time the issue remains unresolved because the longer the risk remains unresolved the greater the chance the weakness could be exploited, or an adverse event or events could occur. As such, unresolved or unaddressed issues from prior periods are re-assessed annually.

Likelihood level	Frequency	Probability
Almost certain	The event is expected to occur in most circumstances, and frequently during the year	More than 99%
Likely	The event will probably occur once during the year	More than 20% and up to 99%
Possible	The event might occur at some time in the next five years	More than 1% and up to 20%
Rare	The event could occur in exceptional circumstances	Less than 1%

Summary of issues

Issue	Detail	Likelihood	Consequence	Risk assessment
Prior year matters not resolved by management				
1	Non-IT business continuity testing not performed	Likely	Medium	Moderate
Current year matters				
1	Bank reconciliations	Likely	Low	Low
2	Asset useful lives	Likely	Low	Low
3	Pensioner concession subsidy	Likely	Low	Low

Appendix
Review of matters raised in prior year management letters that are not yet due
Review of matters raised in prior year management letters that have been addressed

Prior year matters not resolved by management

Issue 1: Non-IT business continuity testing not performed

Likelihood	Consequence	Systemic issue	Category	Risk assessment
Likely	Medium	No	Operational	Moderate

Observation

Council's Business Continuity Plan (BCP) requires business continuity plans for critical business functions to be exercised annually by the Council Enterprise Risk Management Committee. Discussion with management noted that the BCP was not fully tested in the current period.

It is also noted that the BCP requires review and updates due to the changes from the server migration to ensure it is up to date with Council's current environment.

Implications

Insufficient testing of the BCP increases the risk of operational failures during a crisis, potentially leading to financial losses and regulatory penalties.

Recommendation

Management should:

- conduct a comprehensive review of the BCP to ensure it is up to date with the current Council environment
- establish a formal testing schedule for non-IT business functions and:
  - allocate sufficient resources to conduct the testings
  - document the outcomes
  - present the findings to the Audit, Risk and Improvement Committee.

Management response

Agree

This has only been partially completed. Staff have tested process for using alternative water source and developed procedure, but they have not presented this to ARIC or developed a formal testing regime. The BCP was last updated in December 2023. This will be presented to next ARIC.

Person responsible:	Date (to be) actioned:
Mark Dowling - Deputy General Manager	March 2026

Current year matters

Issue 1: Bank reconciliations

Likelihood	Consequence	Systemic issue	Category	Risk assessment
Likely	Medium	No	Operational	Low

Observation

While reviewing the year-end bank reconciliations it was noted that the museum account and the hydrotherapy account, did not appropriately reconcile between the general ledger and the bank statements.

Further investigation noted that there was a variance of $5,667 for the museum and $122 for the hydrotherapy account at year end with both instances being caused by the Council not including all transactions in the general ledger prior to year end.

Implications

While the variances identified were relatively minor in these instances, incorrect reconciliations can increase the risk of fraud.

Recommendation

Bank reconciliations for all accounts should be completed appropriately, including all transactions and the reconciliations being reviewed and approved within an appropriate time frame to identify and rectify any variances noted during the reconciliation process.

Management response

Agree

The two accounts not completely reconciled in June 2025 have been reconciled from October 2025 and will be included in all month end procedures moving forward.

Person responsible:	Date (to be) actioned:
Deputy General Manager	Completed October 2025

Issue 2: Asset useful lives

Likelihood	Consequence	Systemic issue	Category	Risk assessment
Likely	Low	No	Reporting	Low

Observation

It was noted that there were variances between the actual useful lives used in the fixed asset register and the useful lives disclosed in the financial statements.

Implications

The financial statement disclosures relating to the useful lives may not be accurate.

Recommendation

Management should compare the useful lives within the fixed asset register with the disclosures made within the financial statements and update accordingly in the 2025/26 financial statements.

Management response

Agree

Management will complete a review over the fixed asset register and update the disclosures made in the 2025/26 financial statements to ensure they are a correct reflection of the asset useful lives.

Person responsible:	Date (to be) actioned:
Deputy General Manager	June 2026

Issue 3: Pensioner concession subsidy

Likelihood	Consequence	Systemic issue	Category	Risk assessment
Likely	Low	Yes	Operational	Low

Observation

Due to a software issue, 12 pensioners who were granted a pro-rata period rebate in the previous financial year did not have their rebate status reset on 1 July as expected. The system then applied the same pro-rata rebate period for the 2025/26 period instead of the full period for which each pensioner was entitled. As a result, in the current financial year, these pensioners were incorrectly granted the rebate for only one quarter, rather than for the full year.

Implications

Because the affected pensioners were not granted rebates for the full eligible period, the Council's overall pension concession claim was understated, and the affected pensioners were not provided the discounts that they were entitled to.

Recommendation

Management should conduct a full review of the pensioner rebate listing to ensure that all eligible pensioners have the correct eligibility start date applied.

Management response

Agree

Staff are conducting manual checks on all new pensioner applications to verify accuracy of subsidy calculation.

Person responsible:	Date (to be) actioned:
Deputy General Manager	Completed October 2025

Appendix

Review of matters raised in prior year management letters that are not yet due

The issue in this appendix was raised in previous management letters with a due date that had not passed.

Prior issues raised	Risk assessment	Assessment of action taken	Recommendation
Interim management letter for the year ended 30 June 2025			
IT general controls	Moderate	31 December 2025 Council will undertake a review of the passwords and user naming conventions.	We will follow up this issue as part of the 2025–26 audit.

Review of matters raised in prior year management letters that have been addressed

The issues in this appendix were raised in previous management letters. For each of these issues, we have determined how management has addressed the issue in the current year.

Prior issues raised	Risk assessment	Assessment of action taken	Recommendation
No Work-in-progress ledger	Moderate	Matter has been addressed by management.	Nil as matter addressed
Improvements to cyber security	Moderate	Matter has been addressed by management.	Nil as matter addressed
IT general policies and improvements	Moderate	Matter has been addressed by management.	Nil as matter addressed
Grant assessments	Low	Matter has been addressed by management.	Nil as matter addressed
Depreciation period	Low	Matter has been addressed by management.	Nil as matter addressed
Long term financial plan	Low	Matter has been addressed by management.	Nil as matter addressed
Depreciation expense	Low	Matter has been addressed by management.	Nil as matter addressed
Review of non-rateable properties	Low	Matter has been addressed by management.	Nil as matter addressed
Annual staff attestation to Code of Conduct	Low	Matter has been addressed by management.	Nil as matter addressed

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

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

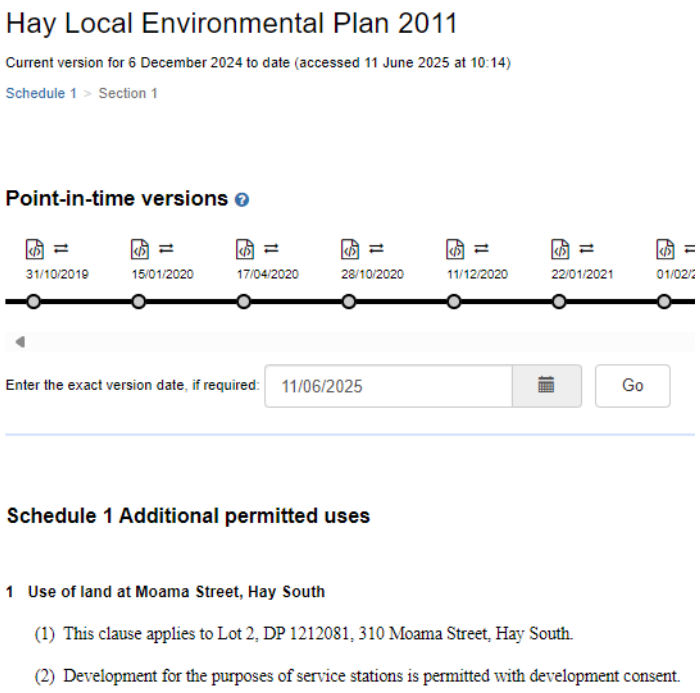
BACKGROUND

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.

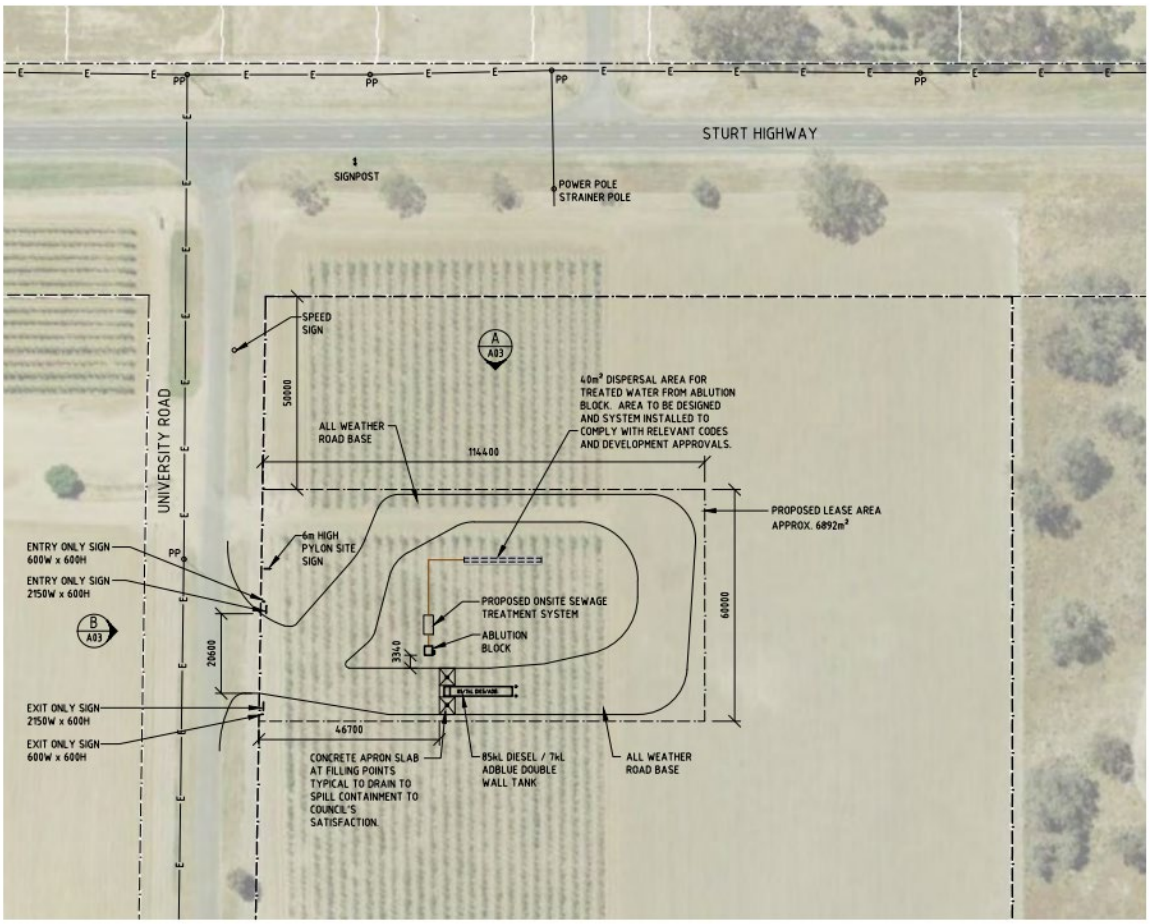
As part of the application for the review, the following key amendments were made:

- 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.

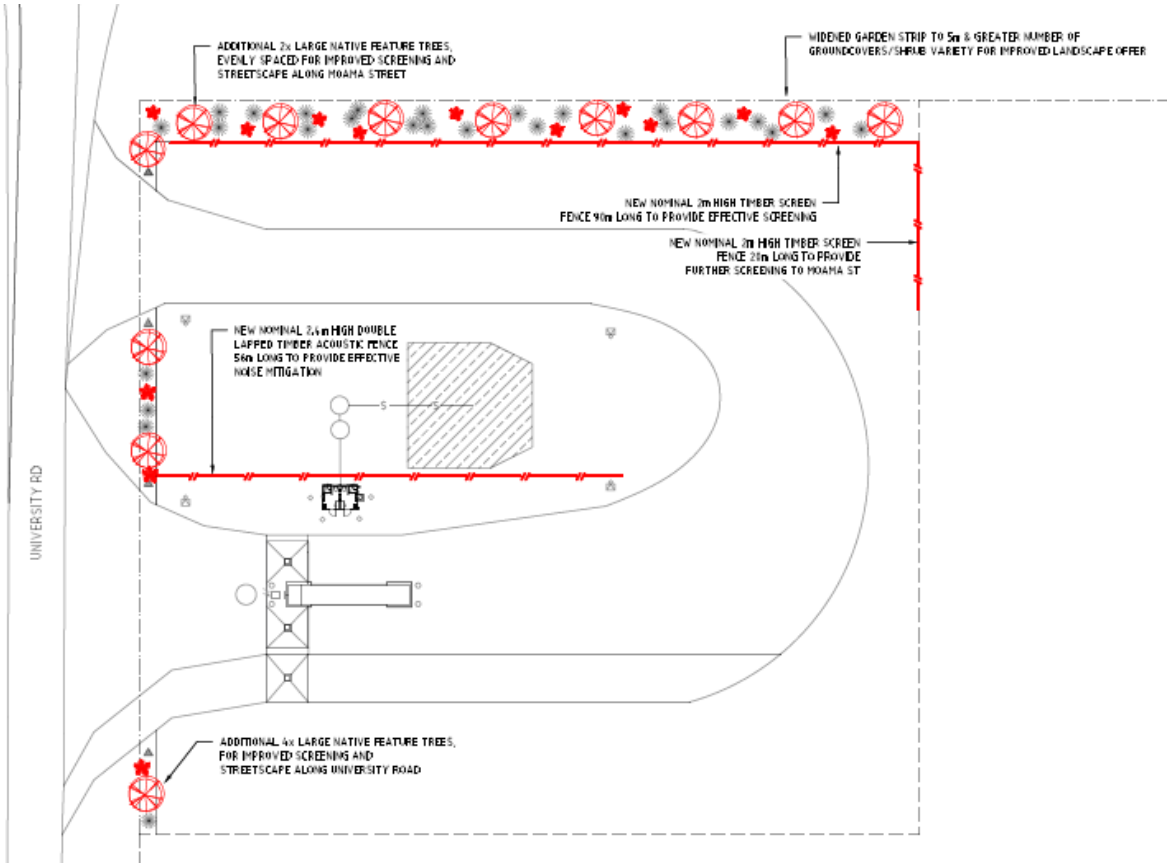
Additional supporting material included recommendations from a lighting consultant to deploy a dimming strategy during potential ‘curfew hours’ for lower lit environments reducing visual brightness.

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

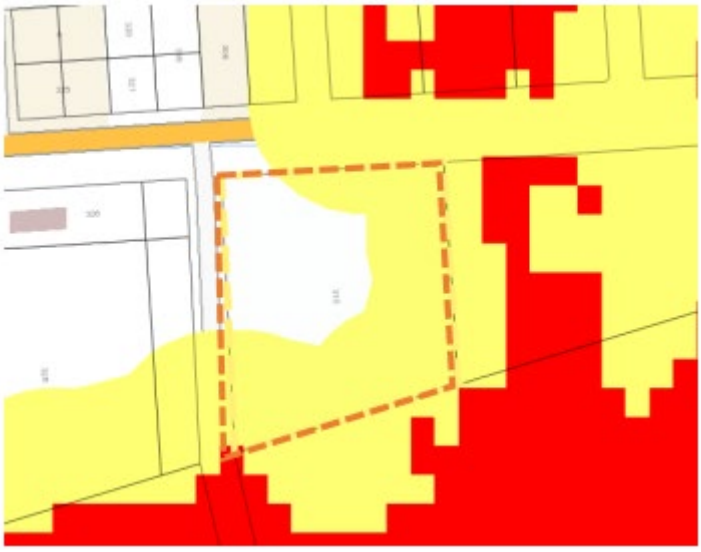
(1) This clause applies to Lot 2, DP 1212081, 310 Moama Street, Hay South.

(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)

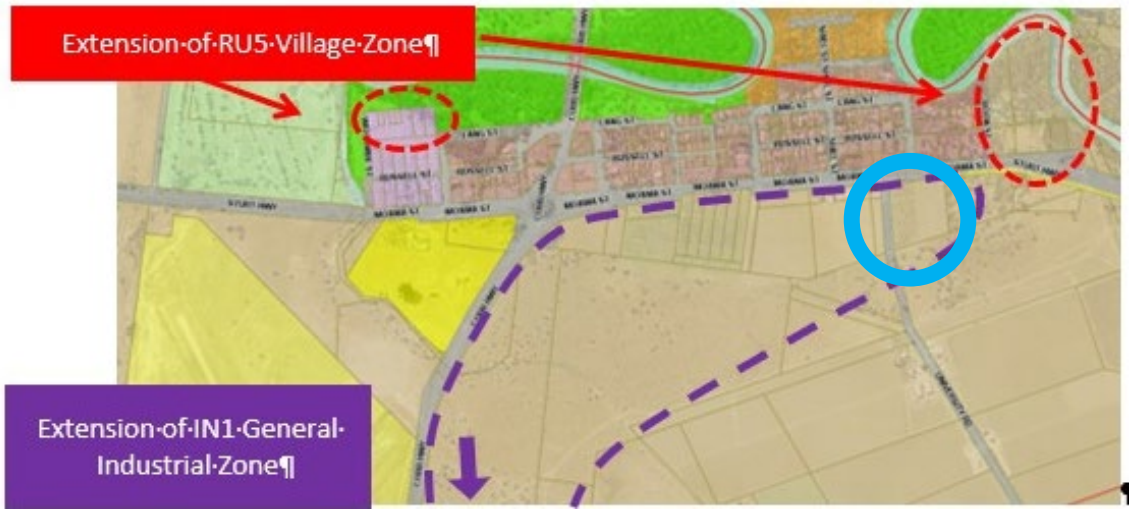
The Hay LSPS identified the zone for future industrial development. The LSPS states that:

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.

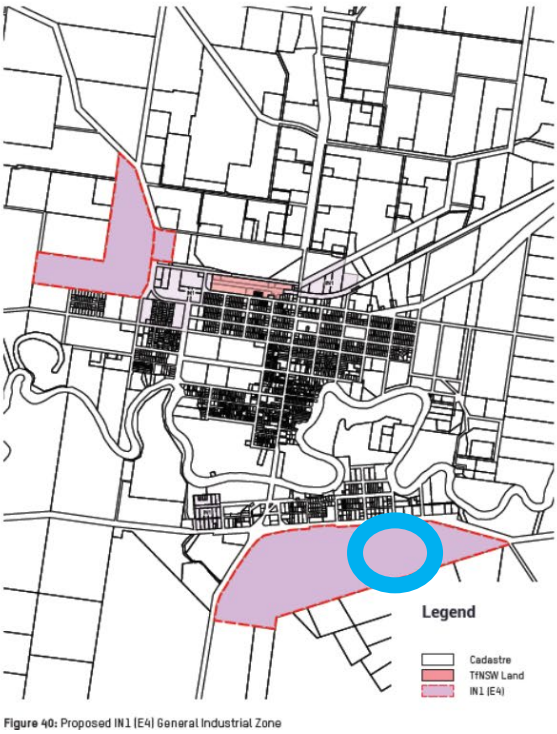


Figure 40: Proposed IN1 (E4) General Industrial Zone

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

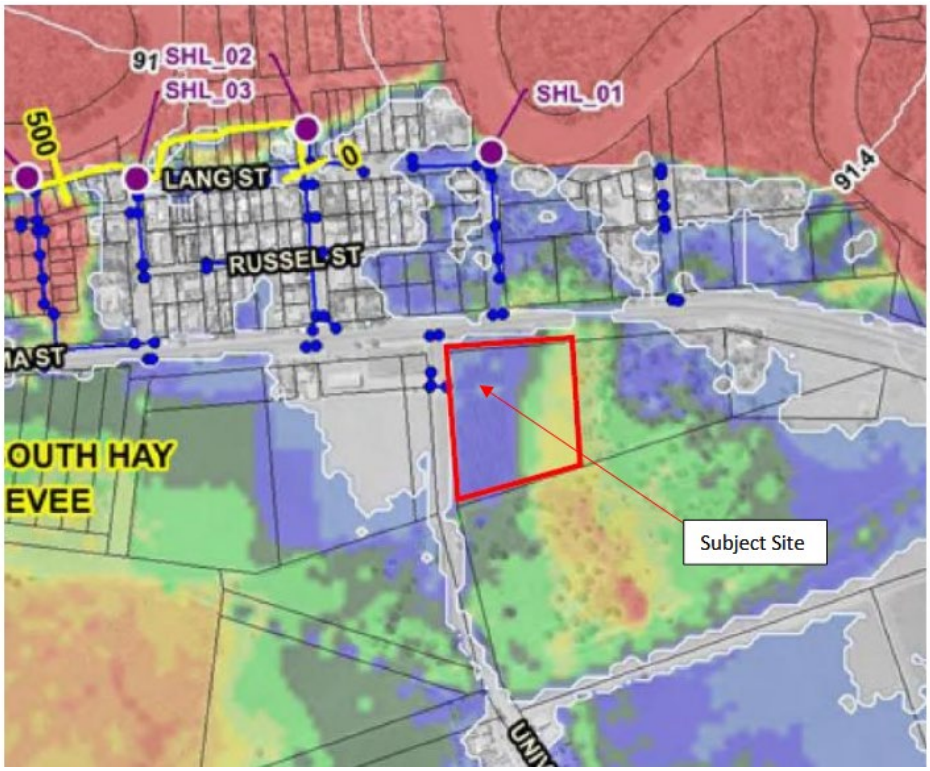
• Two (2) x Entry only directional signs

• 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

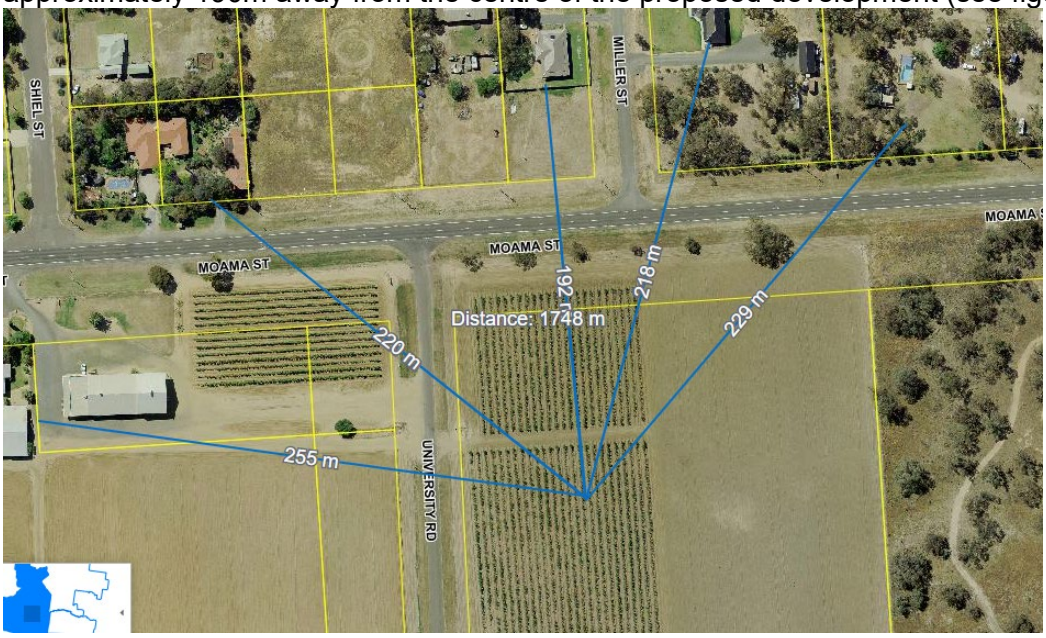
The proposed development will have several economic impacts:

- 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).

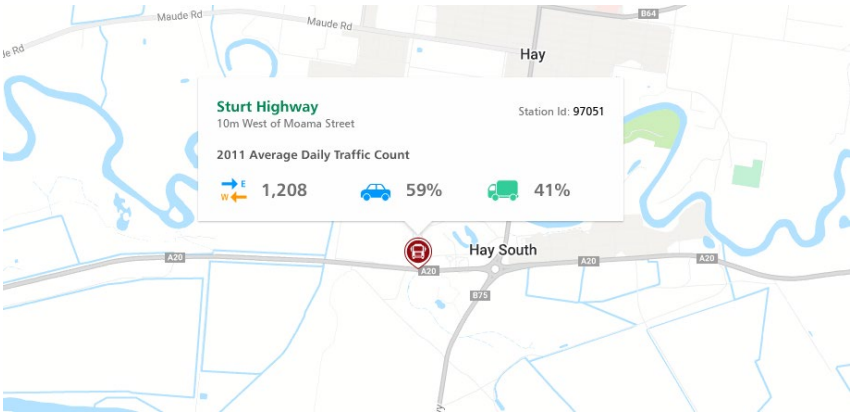


Submissions

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 F9E07D3CE6204...	
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.

CITEC Confirm hereby certifies that the information contained in this document has been provided electronically by the Registrar General in accordance with section 96B(2) of the Real Property Act, 1900.

Information contained in this document is provided by CITEC Confirm, ABN 52 566 829 700, confirm.com.au, an approved NSW Land Registry Services Information Broker.

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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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ABN: 34 612 132 233

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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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, PREPARED FOR S8.2 REVIEW

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

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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.

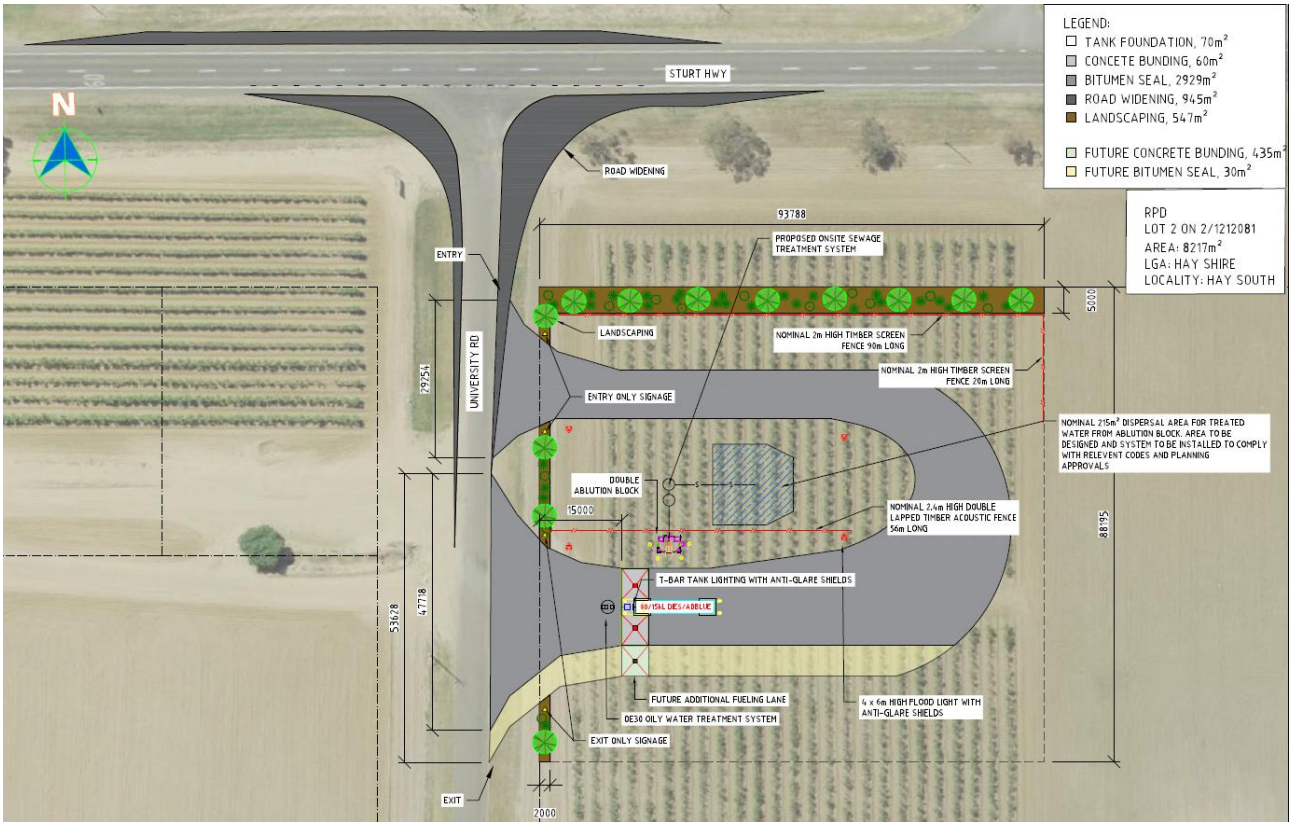


Figure 5: Extract of the proposed site plan (Source: IOR)

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.

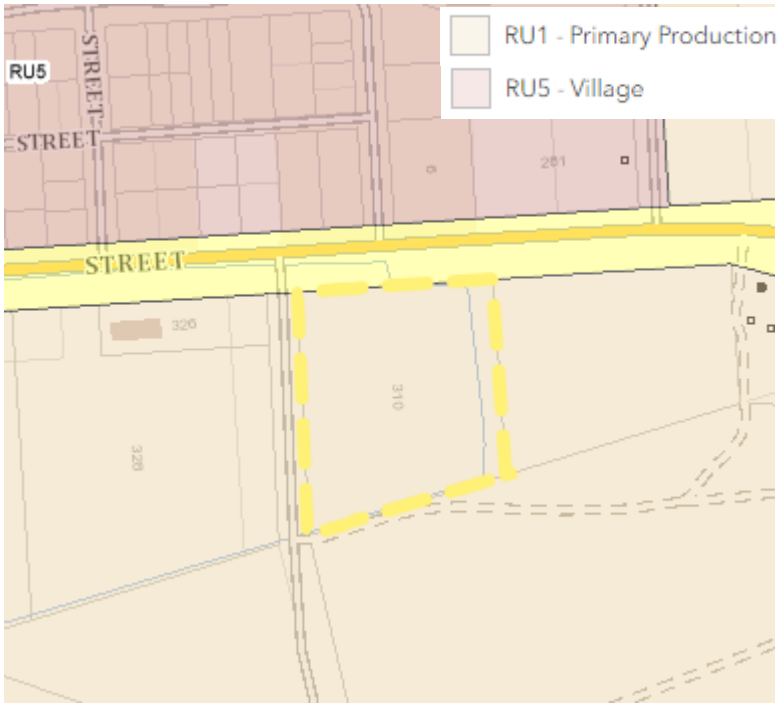


Figure 6: Zoning Map – subject site bound in yellow (Source: NSW Planning)

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.

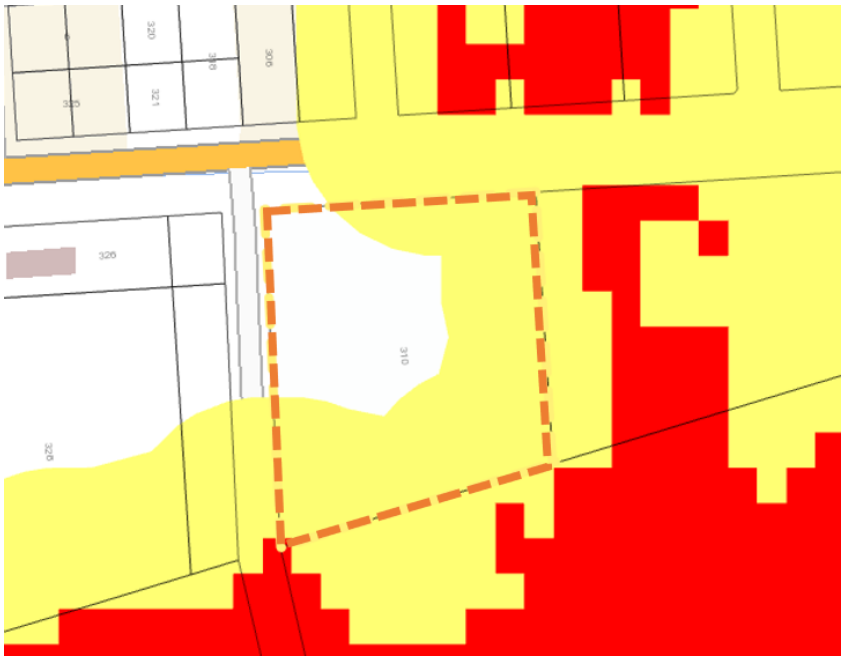


Figure 7: Bushfire Prone Land – Overall site bound in red (Source: NSW Gov)

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.

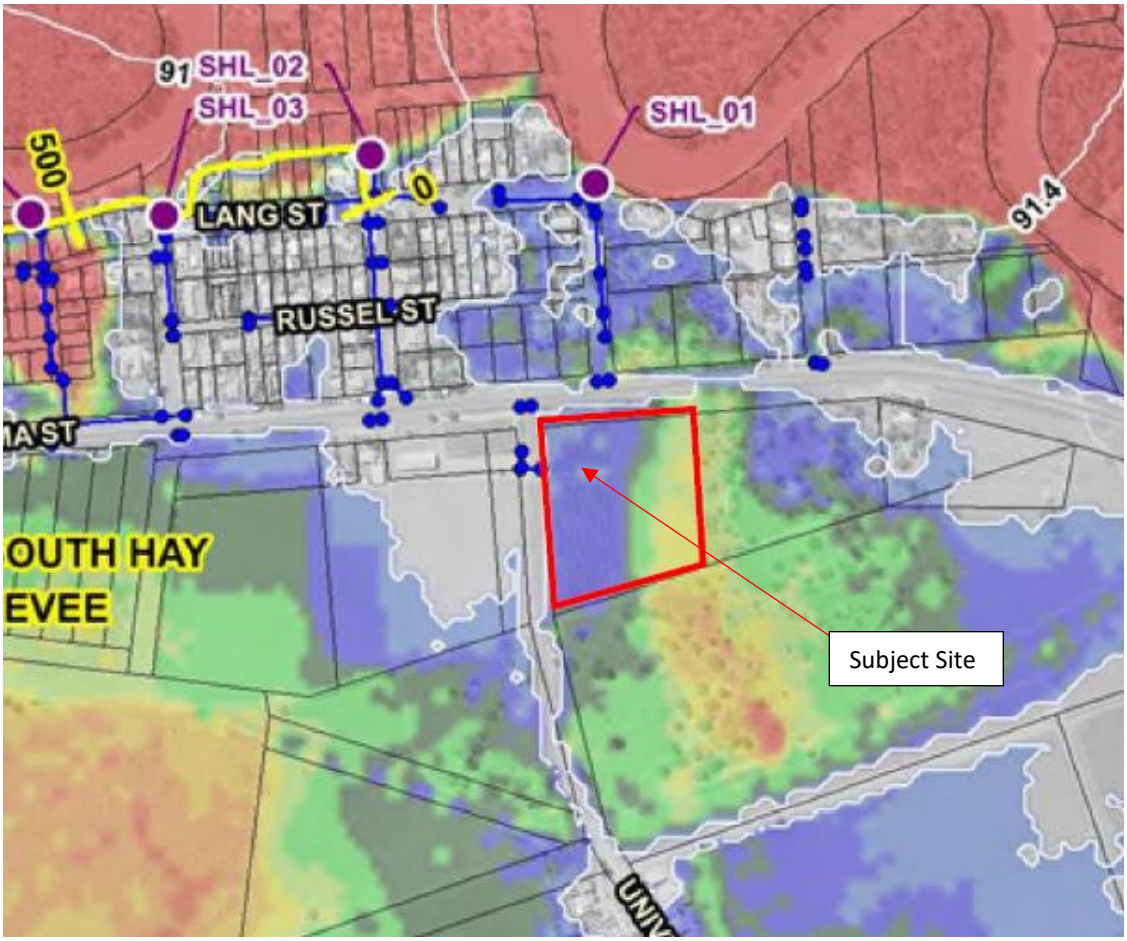


Figure 8: Flood extent – Overall site bound in red (Source: RD, DCCEEW)

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.

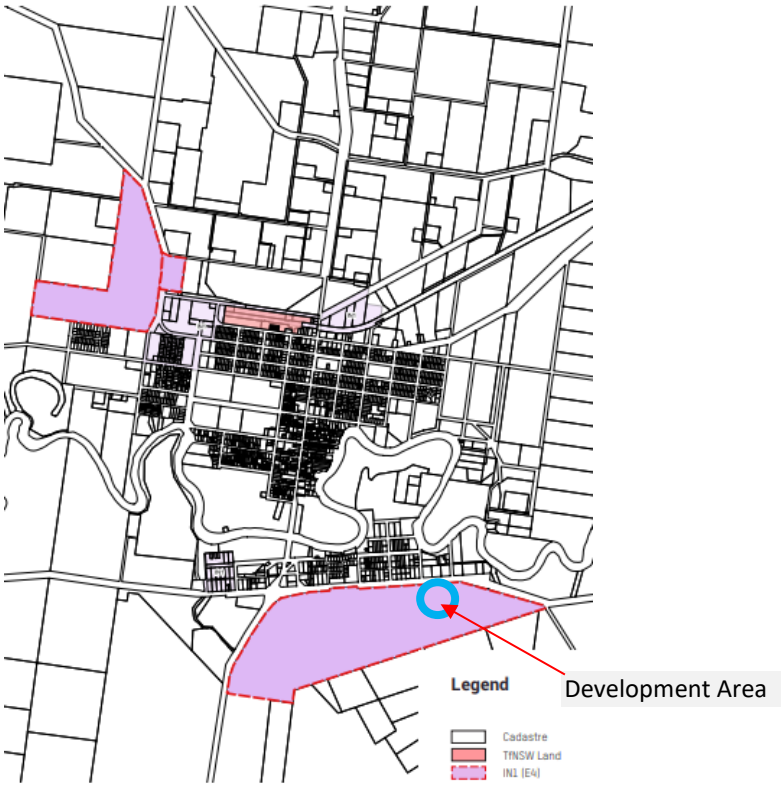


Figure 10: Extract from Hay Structure Plan – Site highlighted in blue (Source: HSC)

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

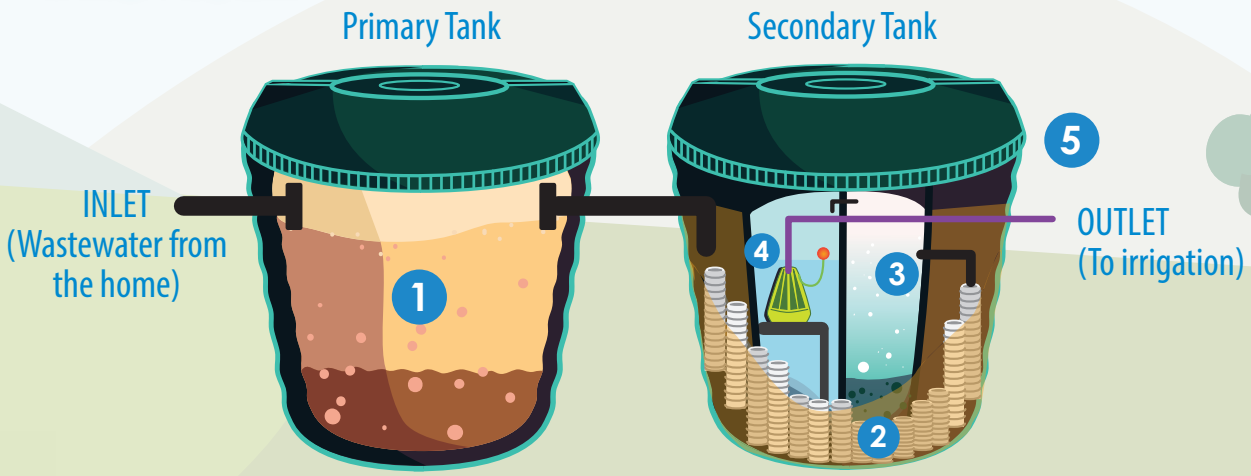
The aerated water then undergoes a final clarification. This allows most of the residual solids to settle, which are then pumped back to the primary tank.

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)

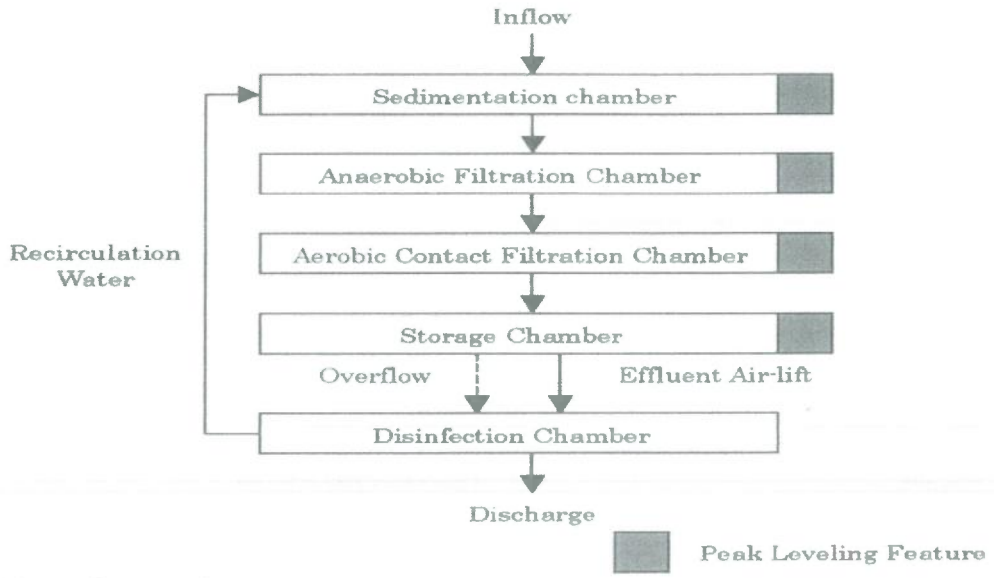
Issued: *1 November 2016*
Certificate No: *AWTS 033*
Expires: *31 December 2020*

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.

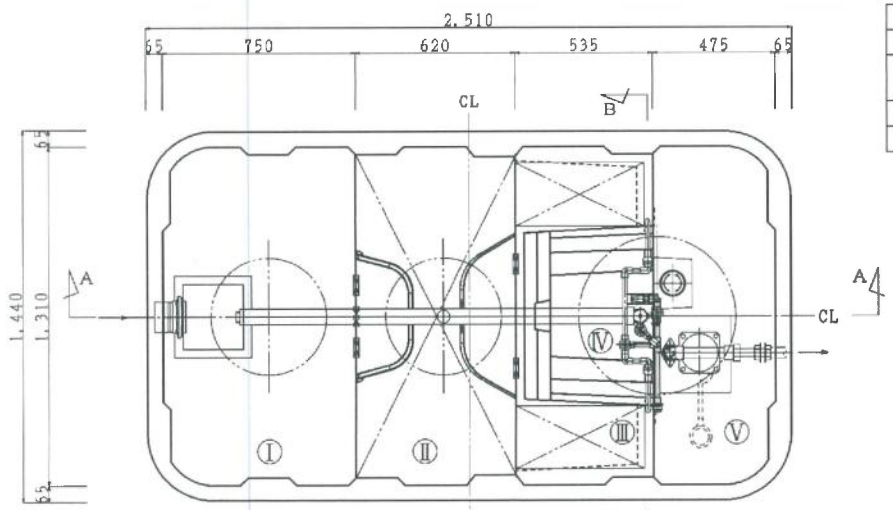
Each of the three forms of irrigation is subject to the approval of the local council.

6.0 Reduction in nutrient levels

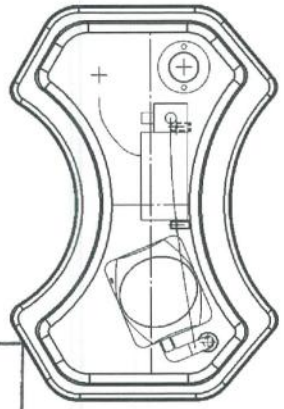
During the testing of the Fuji Clean model CE1500EX AWTS the treated effluent was tested for total N (TN) and total P (TP) concentrations.

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

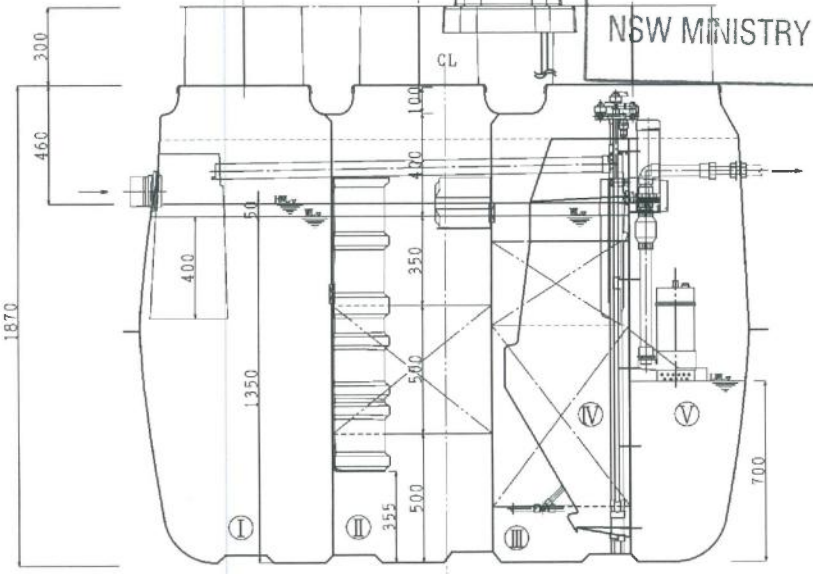
- Total N from an average of 39.6 mg/l to 18.11 mg/l which represent a reduction by 54.3 %;
- Total P from an average of 10.89 mg/l to 1.33 mg/l which represent a reduction by 87.8 %.



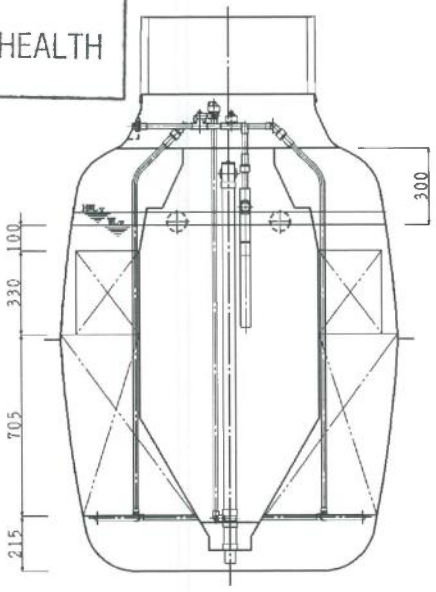
Top View



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)
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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

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Document control

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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*

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

B64

Cadell St

Hay

B75

Murrumbidgee River

Hay South

A20

A20

A20

Sturt Hwy

Google Earth

Image © 2023 CNES / Airbus

N

1 km

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

STURT HIGHWAY

SIGNPOST

POWER POLE
STRAINER POLE

UNIVERSITY ROAD

SPEED SIGN

A
A03

50000

ALL WEATHER ROAD BASE

114400

40m² DISPERSAL AREA FOR TREATED WATER FROM ABLUTION BLOCK. AREA TO BE DESIGNED AND SYSTEM INSTALLED TO COMPLY WITH RELEVANT CODES AND DEVELOPMENT APPROVALS.

PROPOSED LEASE AREA
APPROX. 6892m²

6m HIGH PYLON SITE SIGN

ENTRY ONLY SIGN
600W x 600H

ENTRY ONLY SIGN
2150W x 600H

B
A03

20600

PROPOSED ONSITE SEWAGE TREATMENT SYSTEM

ABLUTION BLOCK

3340

85/7kL DIES/ADB.

60000

EXIT ONLY SIGN
2150W x 600H

EXIT ONLY SIGN
600W x 600H

46700

CONCRETE APRON SLAB AT FILLING POINTS TYPICAL TO DRAIN TO SPILL CONTAINMENT TO COUNCIL'S SATISFACTION.

85kL DIESEL / 7kL ADBLUE DOUBLE WALL TANK

ALL WEATHER ROAD BASE

iOR PETROLEUM

Scale Bar
10 0 10 20 30 40 50m
Metres
Figured dimensions to be taken in preference to scale readings.

revision	date	by	description	checked
1	21.11.19	DGC	PRELIMINARY FOR CLIENT REVIEW	

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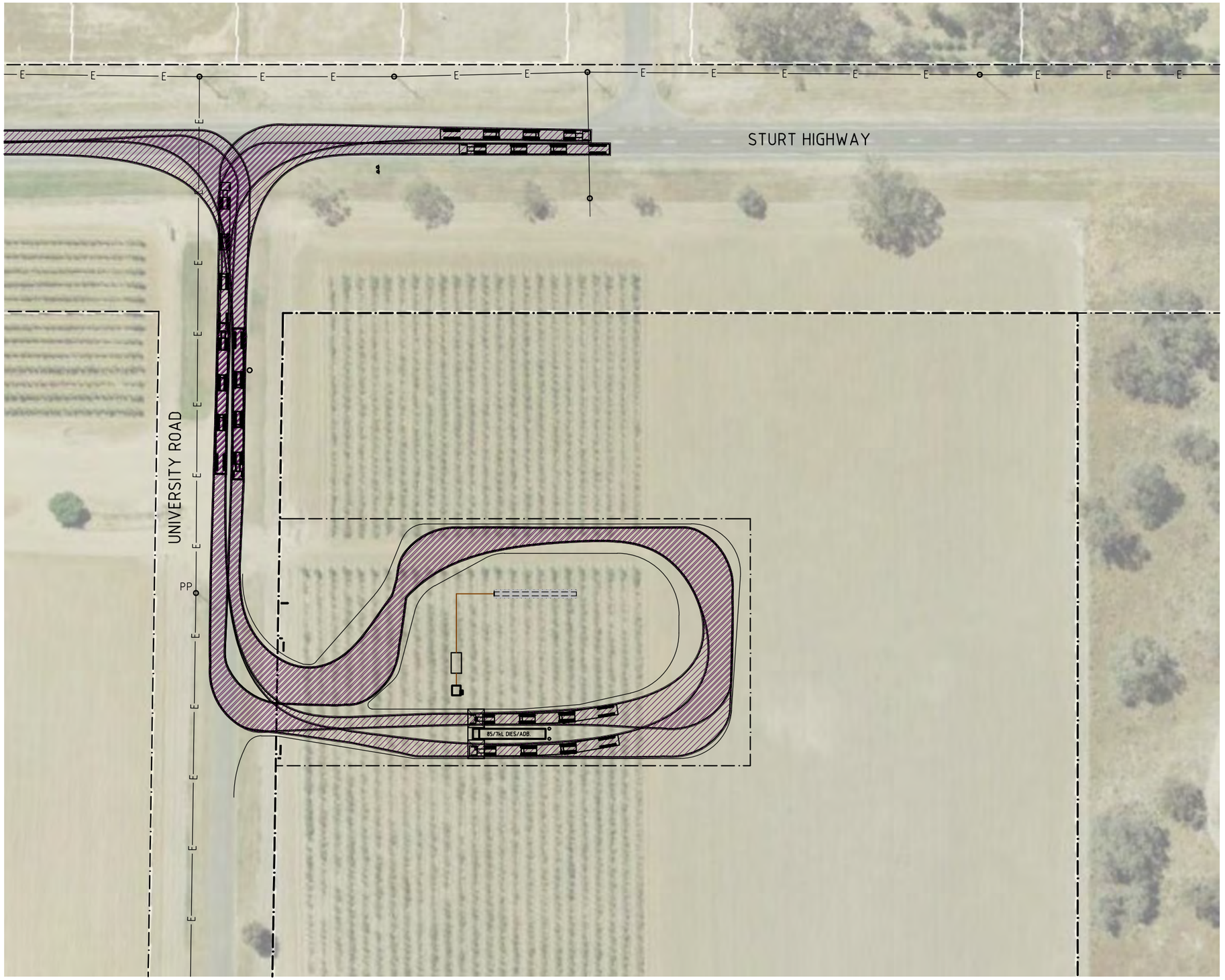
TfA Project Group

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
DGC		21.11.19		1:1000

status	drawing no.	rev.
PRELIMINARY	19297–HAY–D01	1



R.P.D.
LOT 2
DP1212081
AREA APPROX 42,055m²



B-TRIPLE ELEVATION

iOR PETROLEUM

Scale Bar

10 0 10 20 30 40 50m

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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project
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UNMANNED TRUCK STOP
UNIVERSITY ROAD,
HAY SOUTH,
NEW SOUTH WALES

title
VEHICLE TURNING PATHS

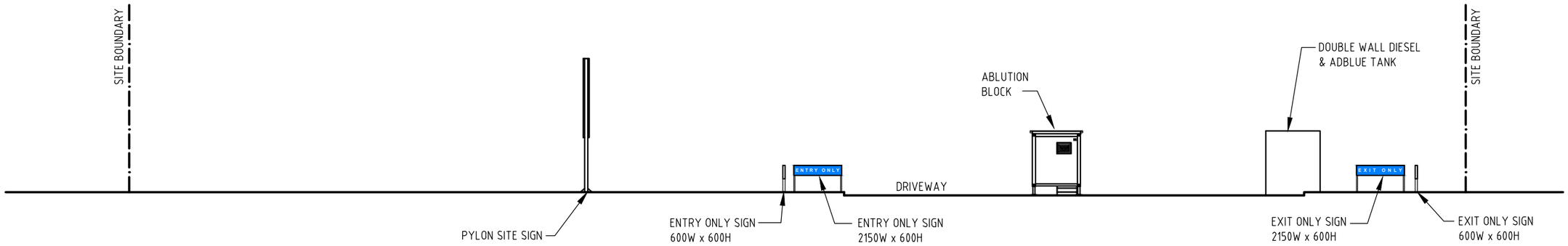
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status	drawing no.	rev.
PRELIMINARY	19297–HAY–D02	1

This is page number 165 of the Business Papers for the Ordinary Meeting held on 18 November 2025



A D01 ELEVATION
1:200



B A02 ELEVATION
1:200

Scale Bar

2 0 5 10m

Metres

Figured dimensions to be taken in preference to scale readings.

revision	date	by	description	checked
A	20.11.19	DGC	PRELIMINARY FOR CLIENT REVIEW	

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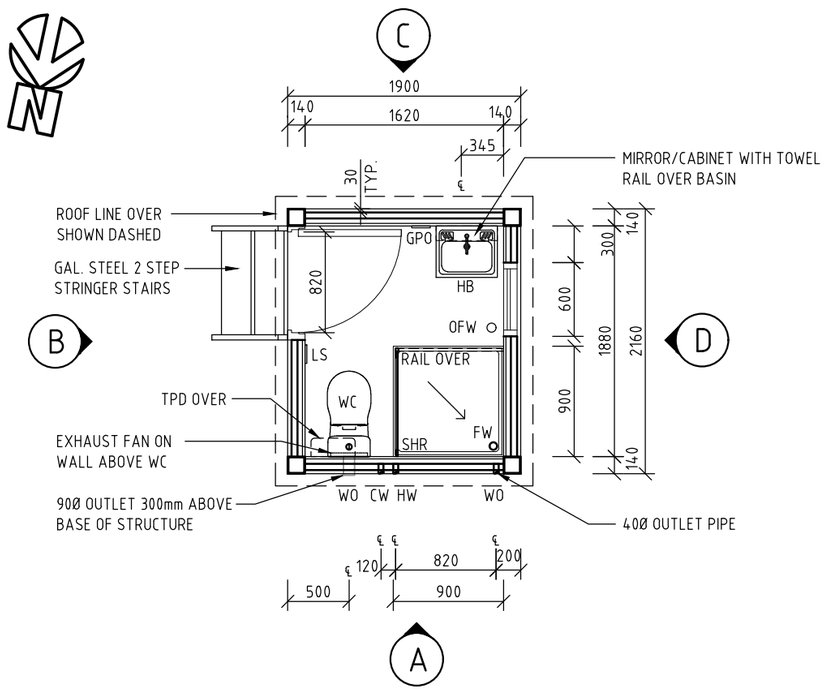
TFA Project Group

project
iOR PETROLEUM
UNMANNED TRUCK STOP
UNIVERSITY ROAD,
HAY SOUTH,
NEW SOUTH WALES

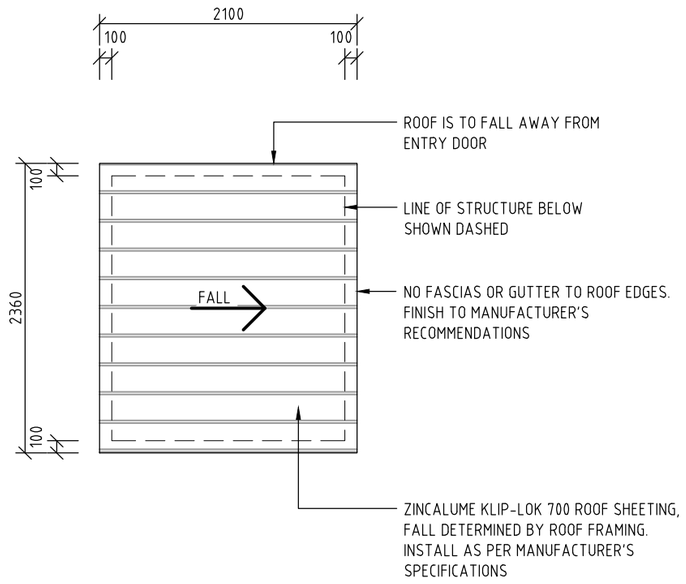
title
PROPOSED SITE ELEVATIONS

drawn	approved	date created	A1 scale	A3 scale
DGC		21.11.19		1: 200

status	drawing no.	rev.
PRELIMINARY	19297–HAY–D03	1



FLOOR PLAN



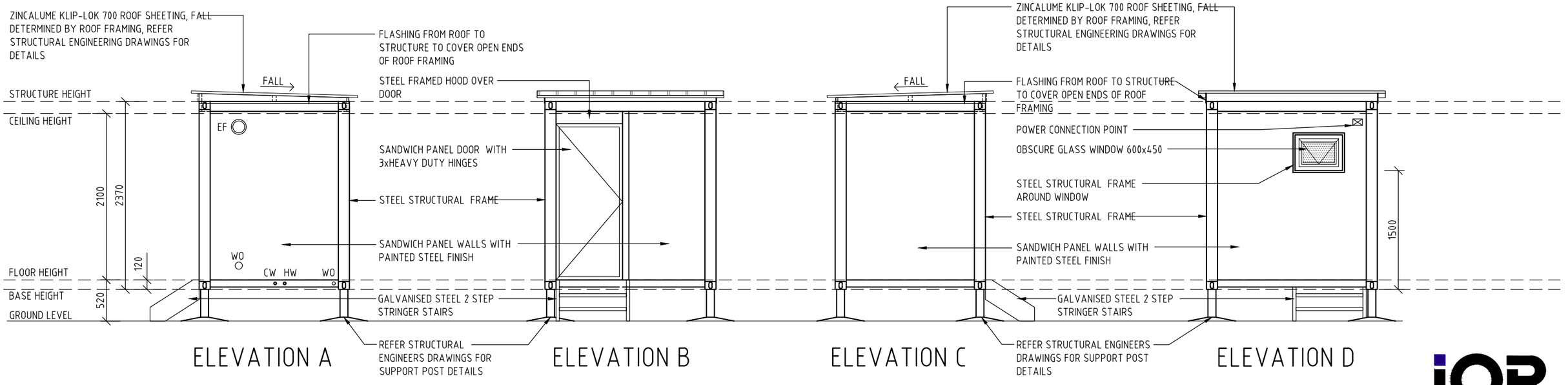
ROOF PLAN

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



iOR PETROLEUM

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
1	21.11.19	DGC	PRELIMINARY FOR CLIENT REVIEW	

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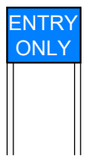
project
iOR PETROLEUM
UNMANNED TRUCK STOP
UNIVERSITY ROAD,
HAY,
NEW SOUTH WALES

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

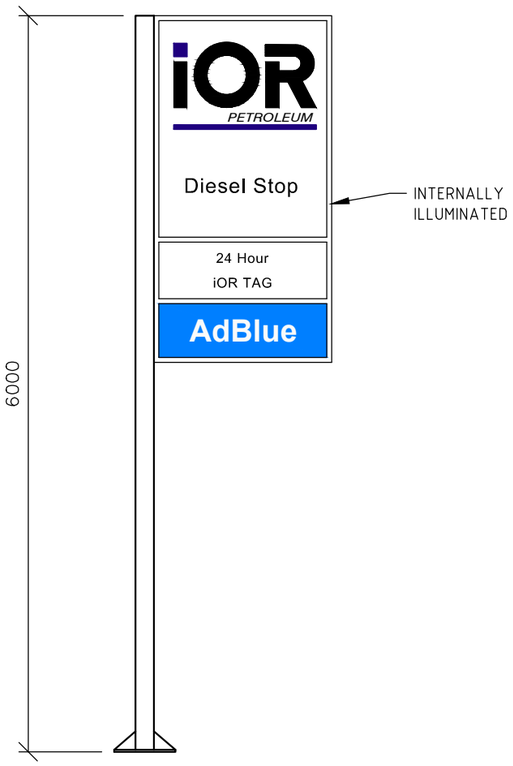
This is page number 167 of the Business Paper/Agenda for the Ordinary Meeting of Council to be held on 19 November 2025



ENTRY ONLY SIGN
600W x 600H
1:50



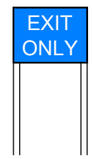
ENTRY ONLY SIGN
2150W x 600H
1:50



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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TfA Project Group

project
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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*

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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

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

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 2002

HAY SHIRE COUNCIL

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 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

Miller St

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

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 2018

Legend
Boundary

HAY SHIRE COUNCIL

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*

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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
- Irrigation channel

Miller St

A20

Sturt Hwy

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*

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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
- Investigation locations

Sturt Hwy
A20
Moama St
University Rd
Miller St

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**	----	----

Page : 7 of 8
Work Order : ES2322626
Client : DM MCMAHON PTY LTD
Project : 310 Moama Street Hay

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):

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.:

COC SEQUENCE NUMBER								
COC:	1	2	3	4	5	6	7	8
OF:	1	2	3	4	5	6	7	8

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:	

Lab Comments:

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 202 of the Business paper presented to the Ordinary Meeting of the Council 27th November 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.

right solutions. right partner.

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.

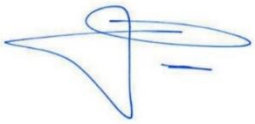
A landscape buffer strip will be provided along the street frontage of University Road to aid with the removal of nutrients and suspended solids present in the stormwater runoff.

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.

TfA Project Group
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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 212 of the Business paper presented to the Ordinary Meeting of the Council 27th November 2025

APPENDIX A

Project Group

BRISBANE
(HEAD OFFICE)
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Fortitude Valley QLD 4006

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SYDNEY
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Chatswood NSW 2067

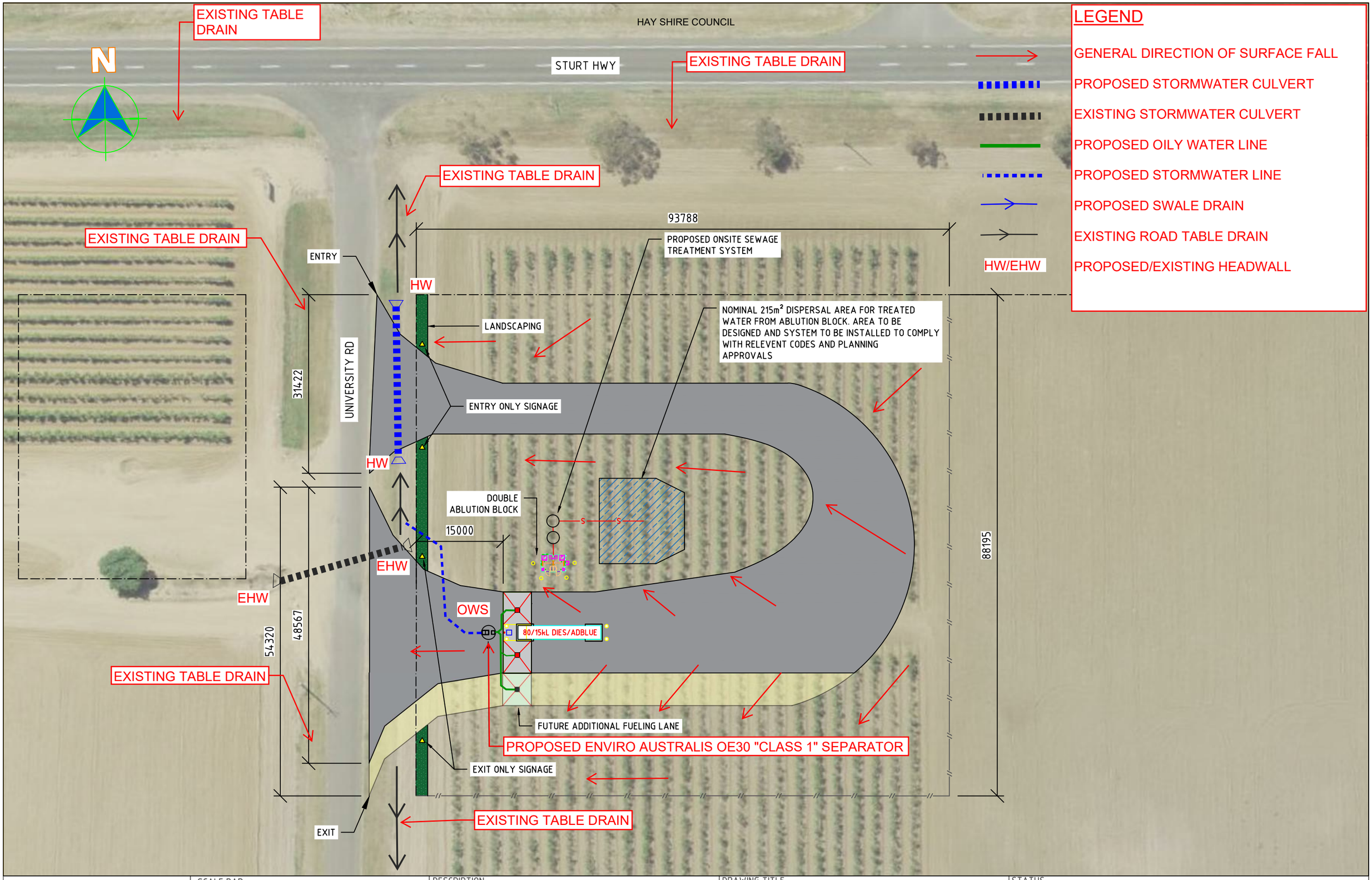
NSW Phone: +61 2 8814 5219
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PERTH
Level 3
1060 Hay Street
West Perth WA 6005

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ABN: 34 612 132 233



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 19.12.2024 · DRAWING NO. 2023HA-002 · REV D A1 SCALE 1:250 · A3 SCALE 1:500 · SHEET

APPENDIX B

Project Group

BRISBANE (HEAD OFFICE)
166 Knapp Street
Fortitude Valley QLD 4006

H/O Phone: +61 7 3854 2900
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757 Bourke Street
Docklands VIC 3008

VIC Phone: +61 3 9640 0206
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

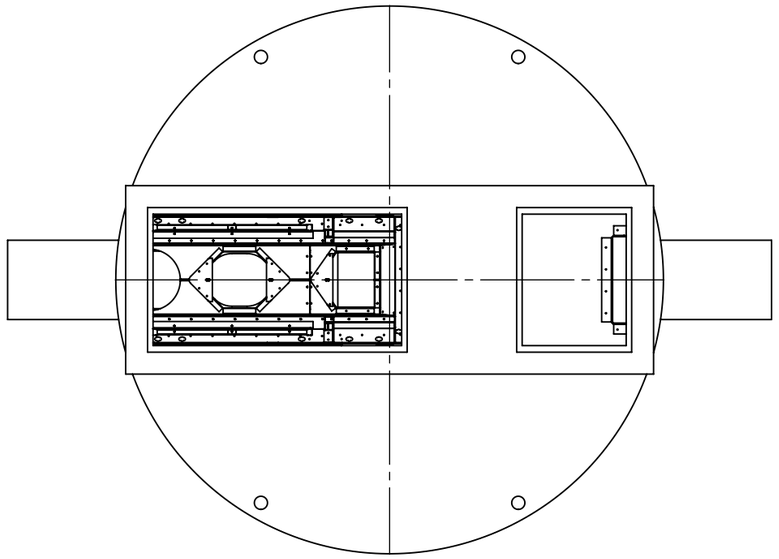
A3

REV: 0

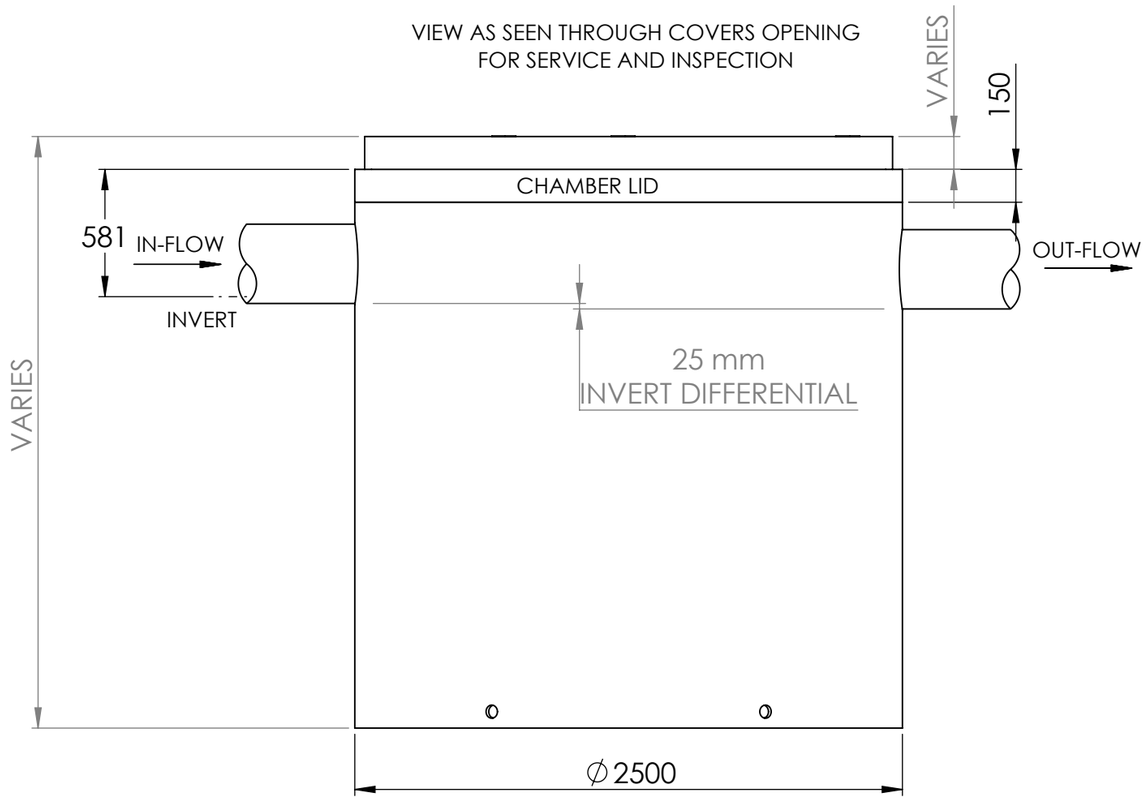
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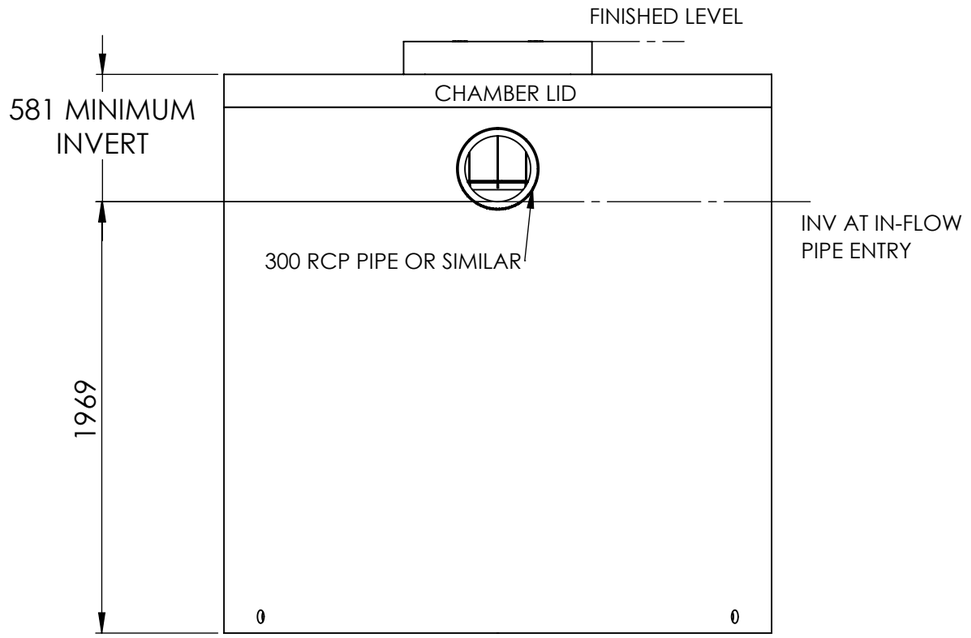
SCALE: NTS

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

UNLESS OTHERWISE SPECIFIED:
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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

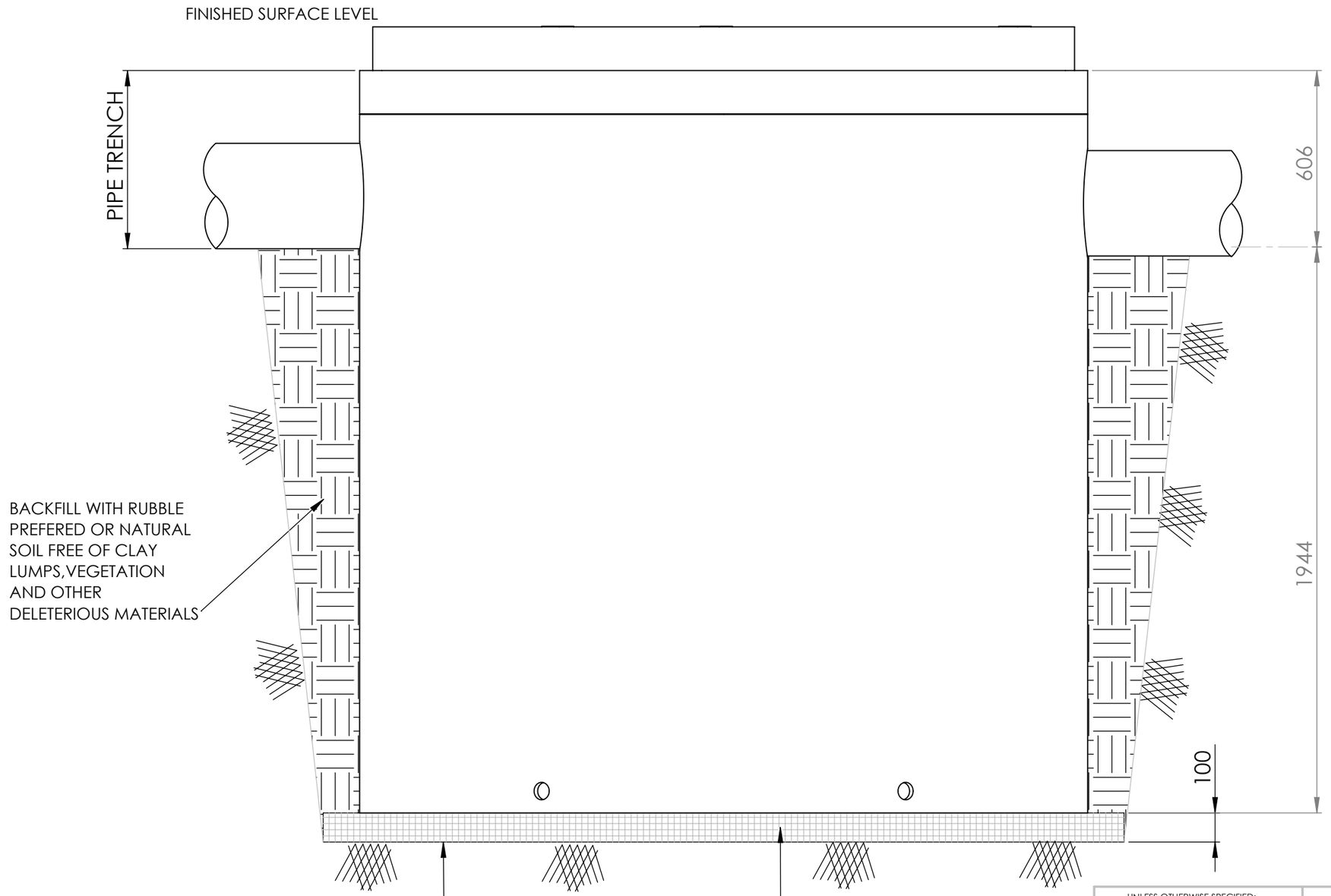
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REV: 0

SCALE: NTS

SHEET 2 OF 5

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Estimated Excavation Volume = 17 m^3
(Volume Below Pipe O.D)

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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

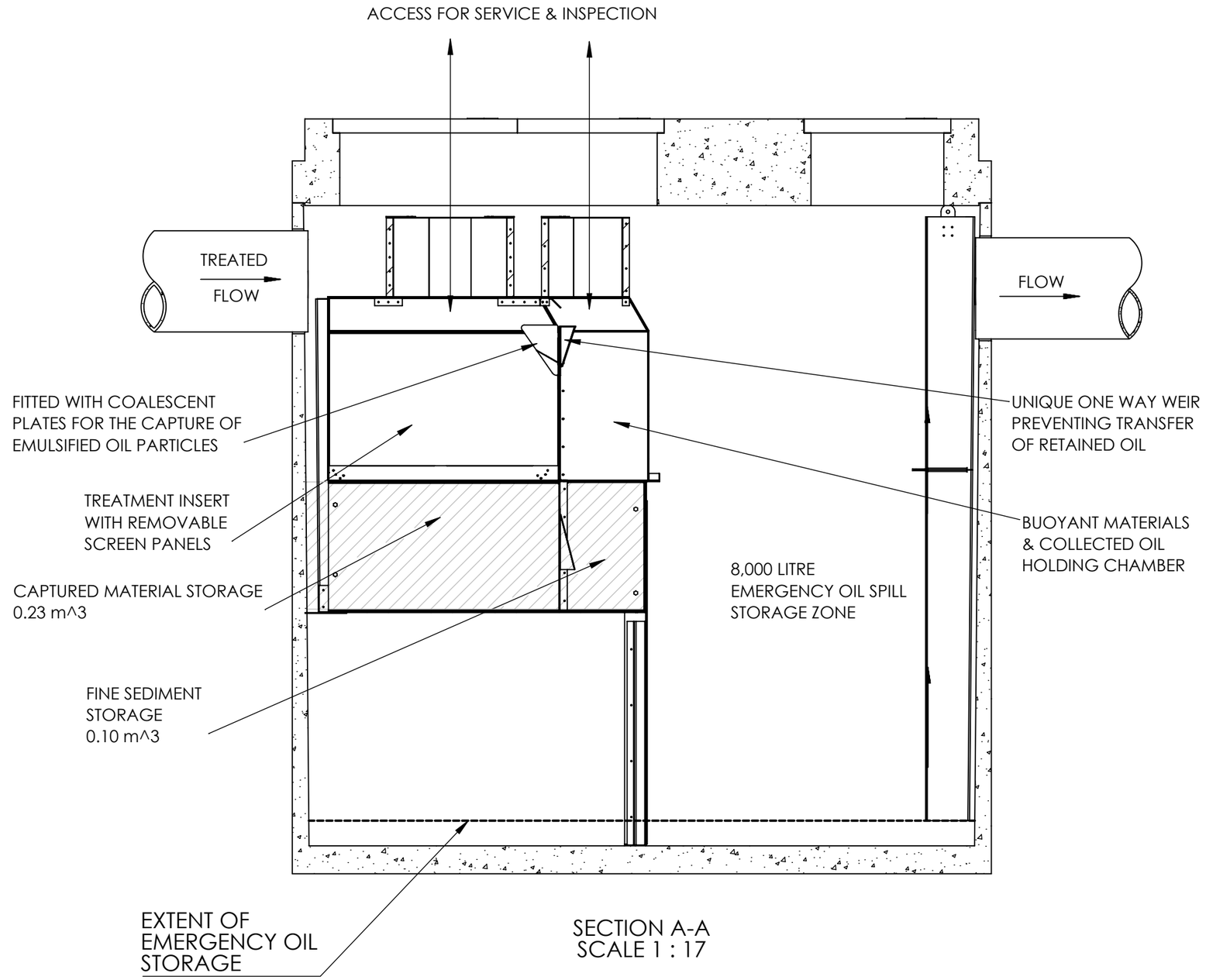
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REV: 0

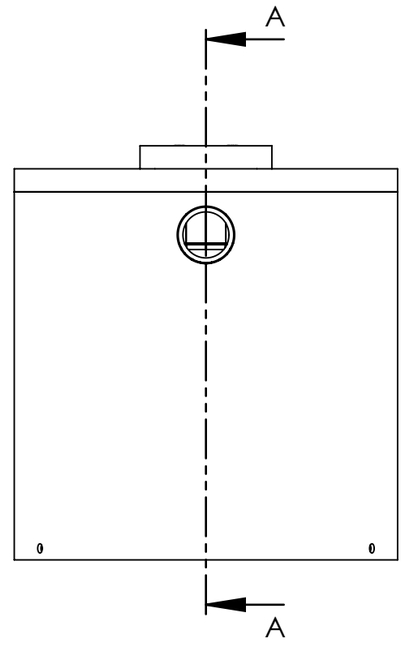
SCALE: NTS

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SECTION A-A
SCALE 1 : 17



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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

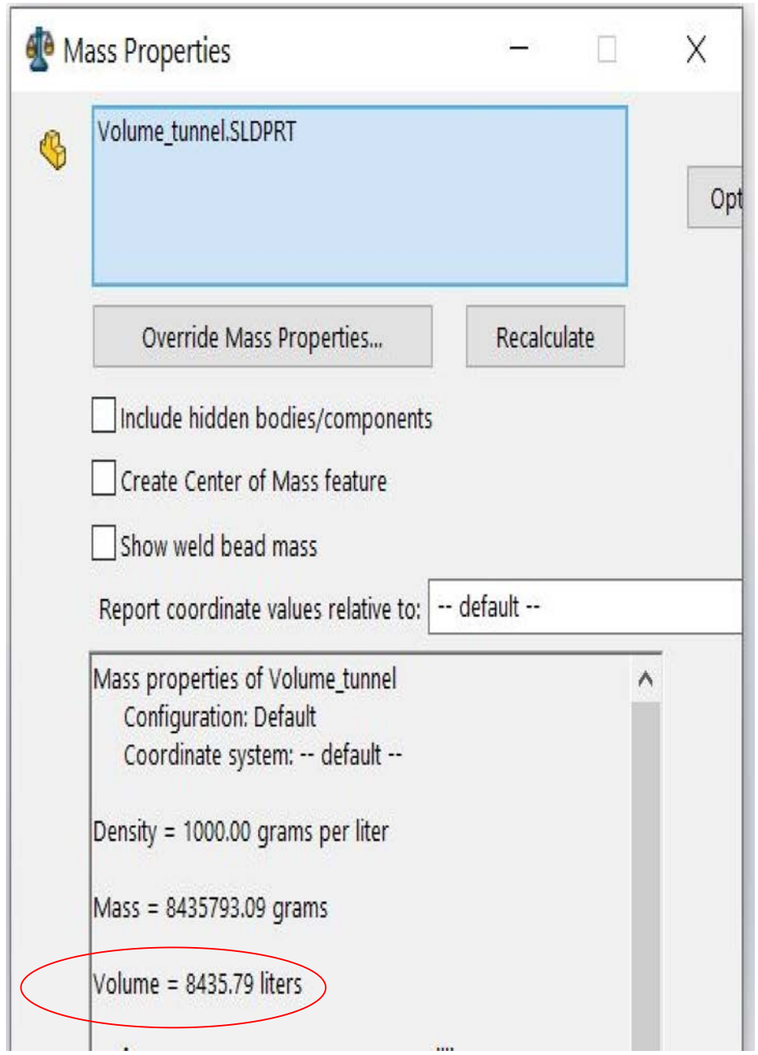
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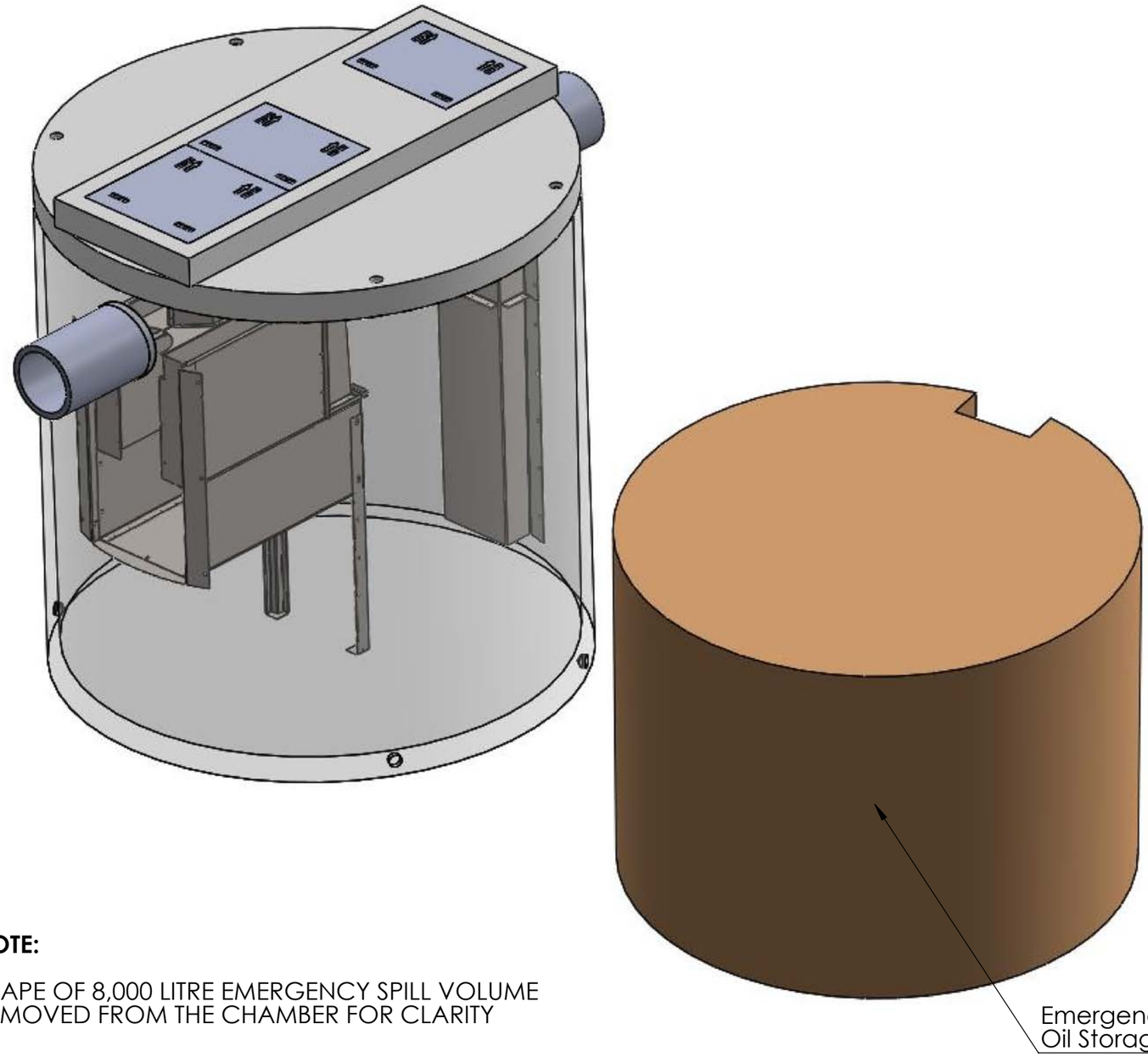
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SCALE: NTS

SHEET 4 OF 5

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NOTE:

SHAPE OF 8,000 LITRE EMERGENCY SPILL VOLUME REMOVED FROM THE CHAMBER FOR CLARITY

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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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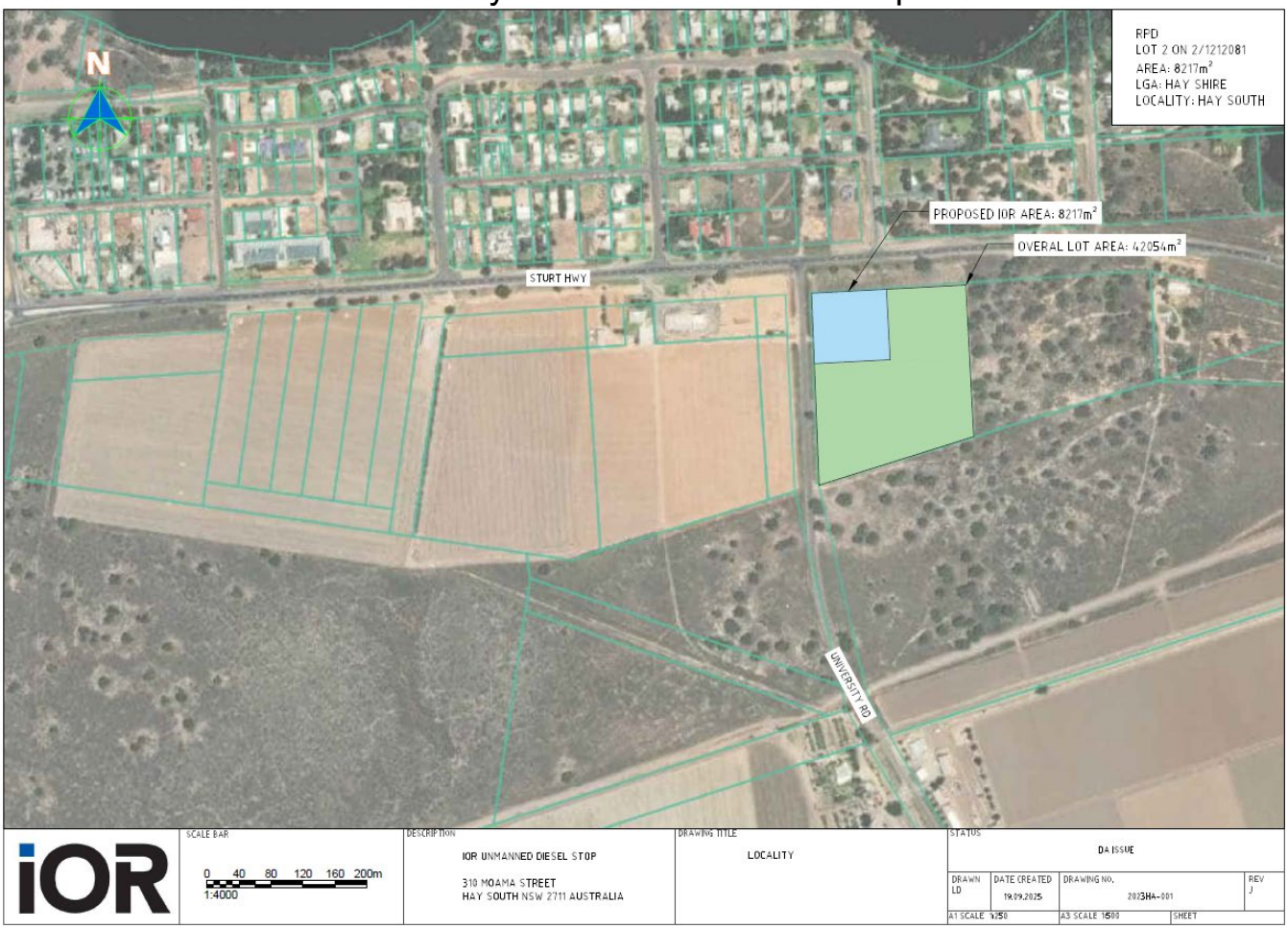
Light Harmony
Lighting Engineering & Design Consultants

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.

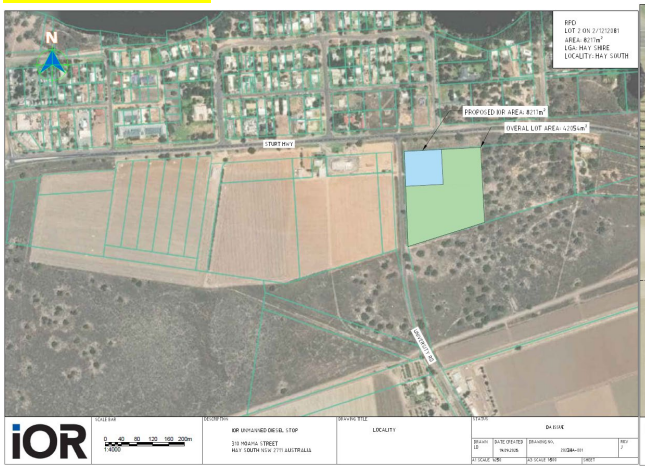
Our analysis will cover the requirements and understanding of **AS/NZS4282:2023** Control of the obtrusive effects of outdoor lighting, and best practice lighting to mitigate this,

WORKS BREIF

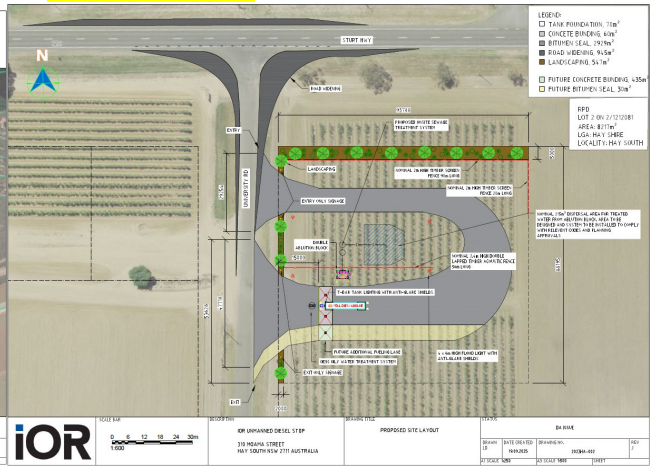
The document submitted for our analysis: Updated DA Drawings.pdf
Drawing Numbers:
2023HA-001 Rev J
2023HA-002 Rev J
2023HA-003 Rev J
2023HA-004 Rev J
2023HA-005 Rev J
2023HA-006 Rev J
2023HA-007 Rev J

Relevant information taken from the drawings noted above.

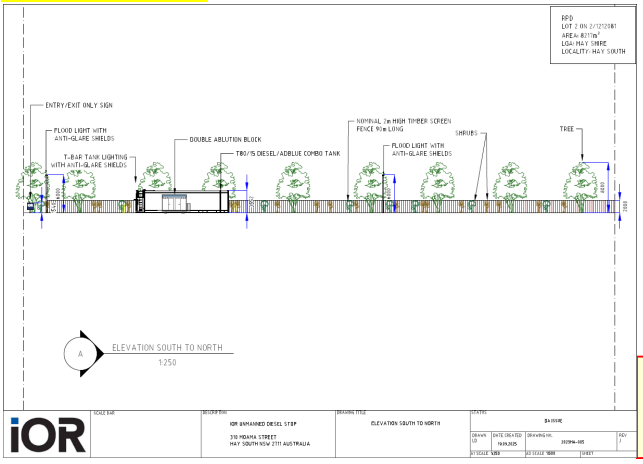
2023HA-001 Rev J

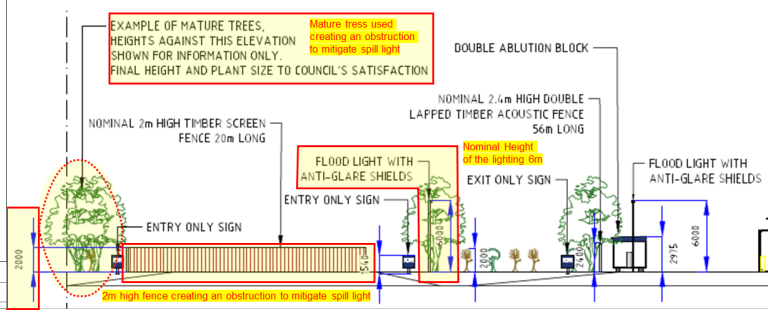


2023HA-002 Rev J



2023HA-005 Rev J





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

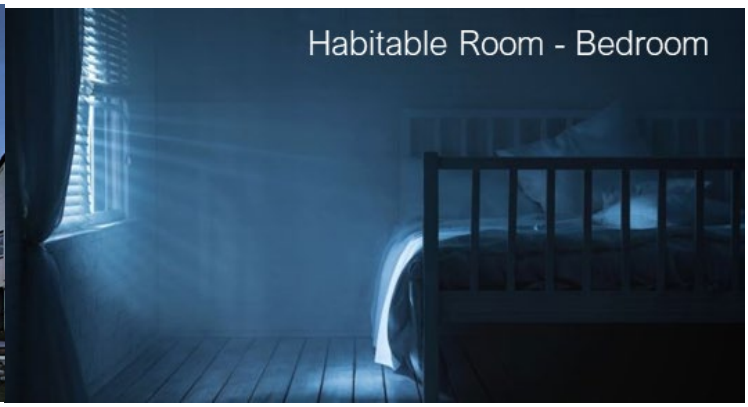
LEVEL OF COMPLIANCE

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.

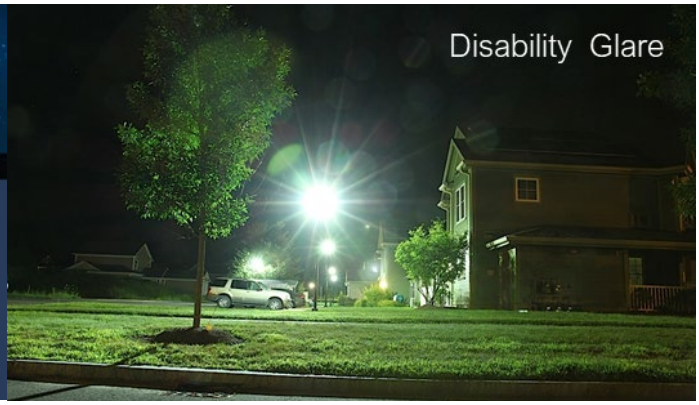




Commercial work buildings are not considered as habitable rooms as they are not generally occupied at night.

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.





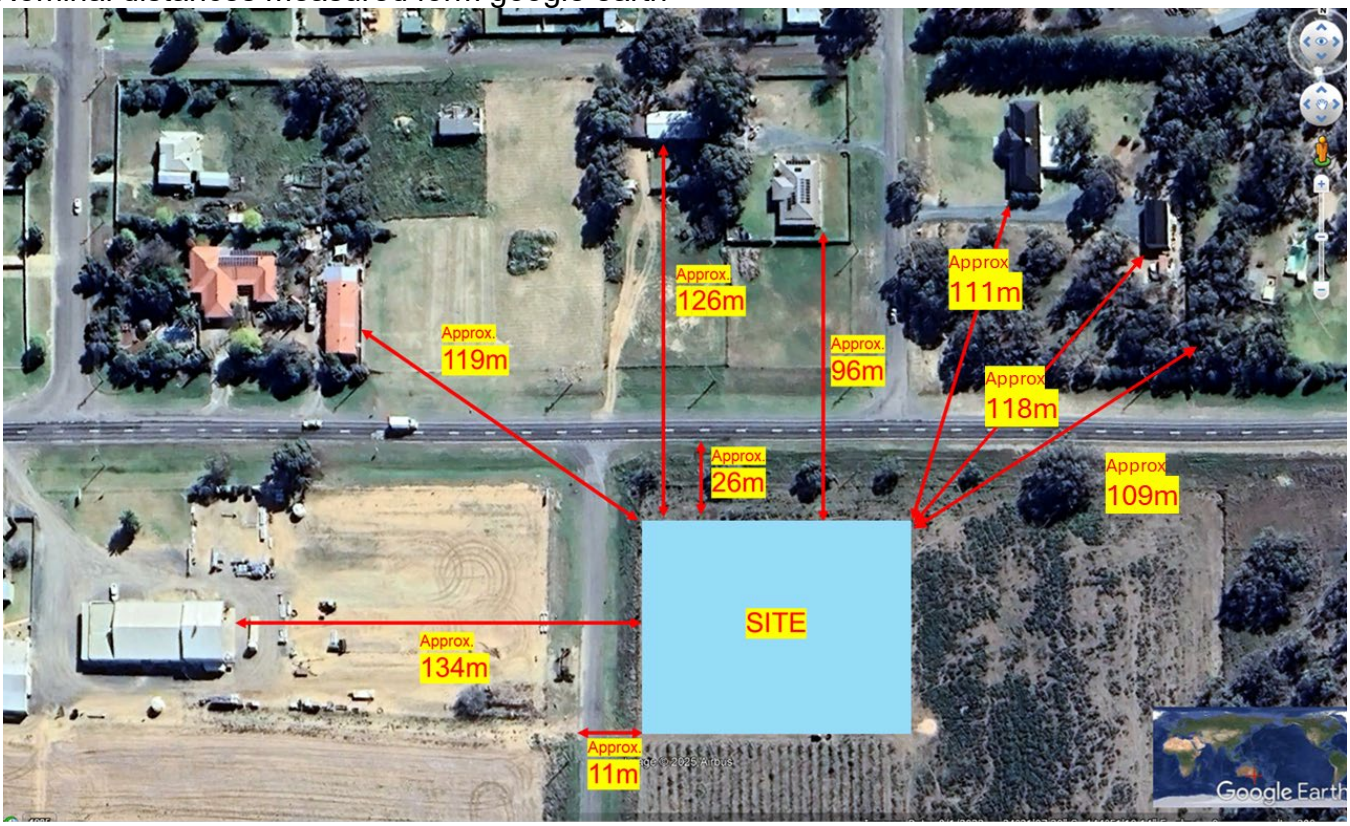
In relation to drawing **2023HA-006 Rev J**, trees and fencing are included in the design to create obstacles to reduce or mitigate any stray spill light.
These are noted within AS/NZS 4282:2023 under section 3.3.1.6 Obstructions.

Luminaire Proposal Analysis

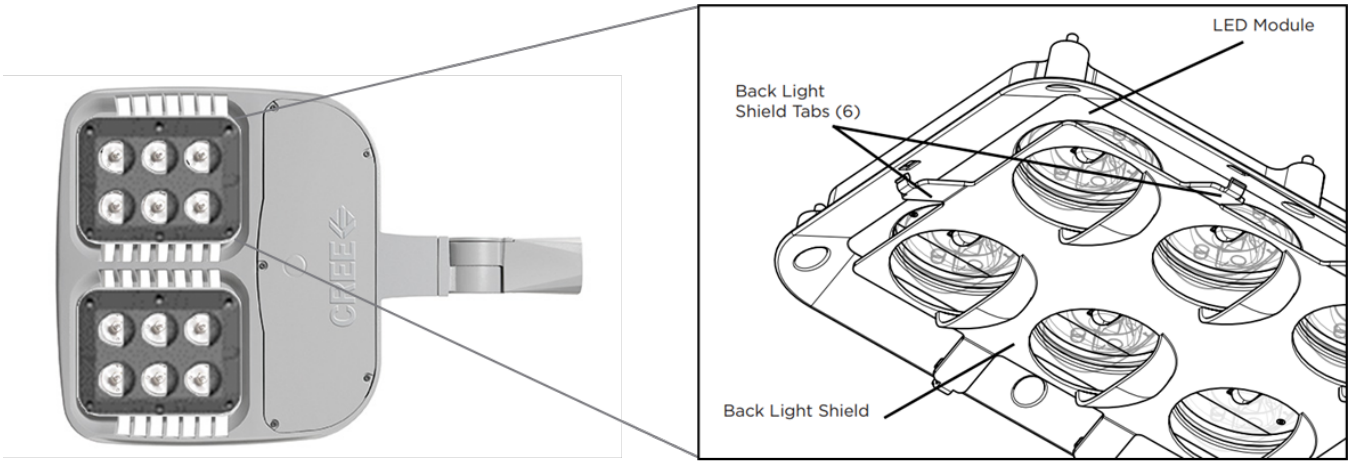
Based upon the site's location taken from google earth, it appears that the site boundary is set back adequately from the local road and residential / commercial / properties.

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

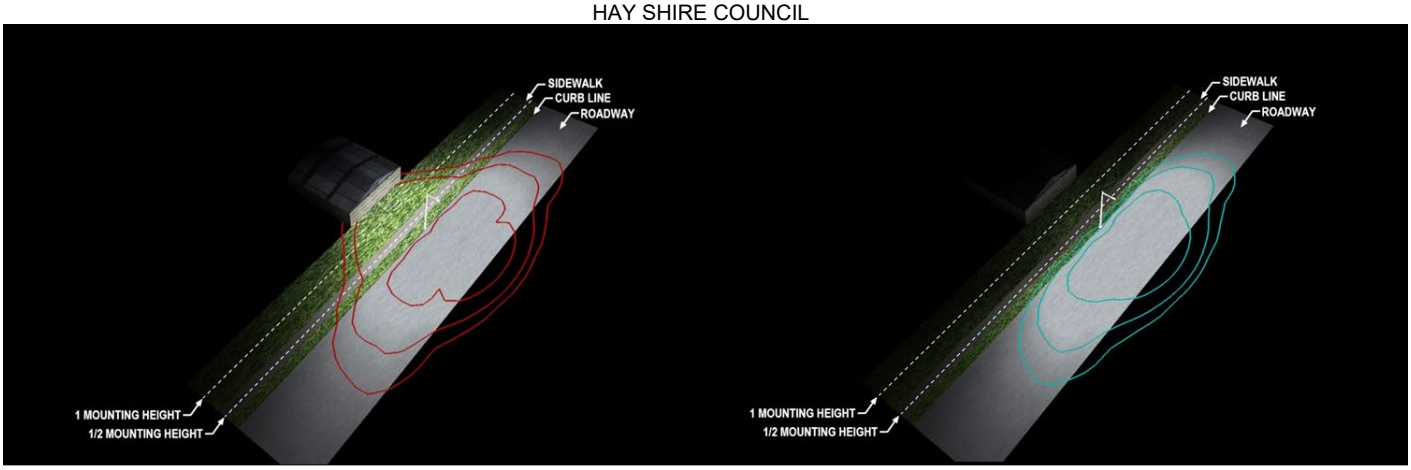


EXAMPLE OF CONTROLLED LUMINAIRES



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

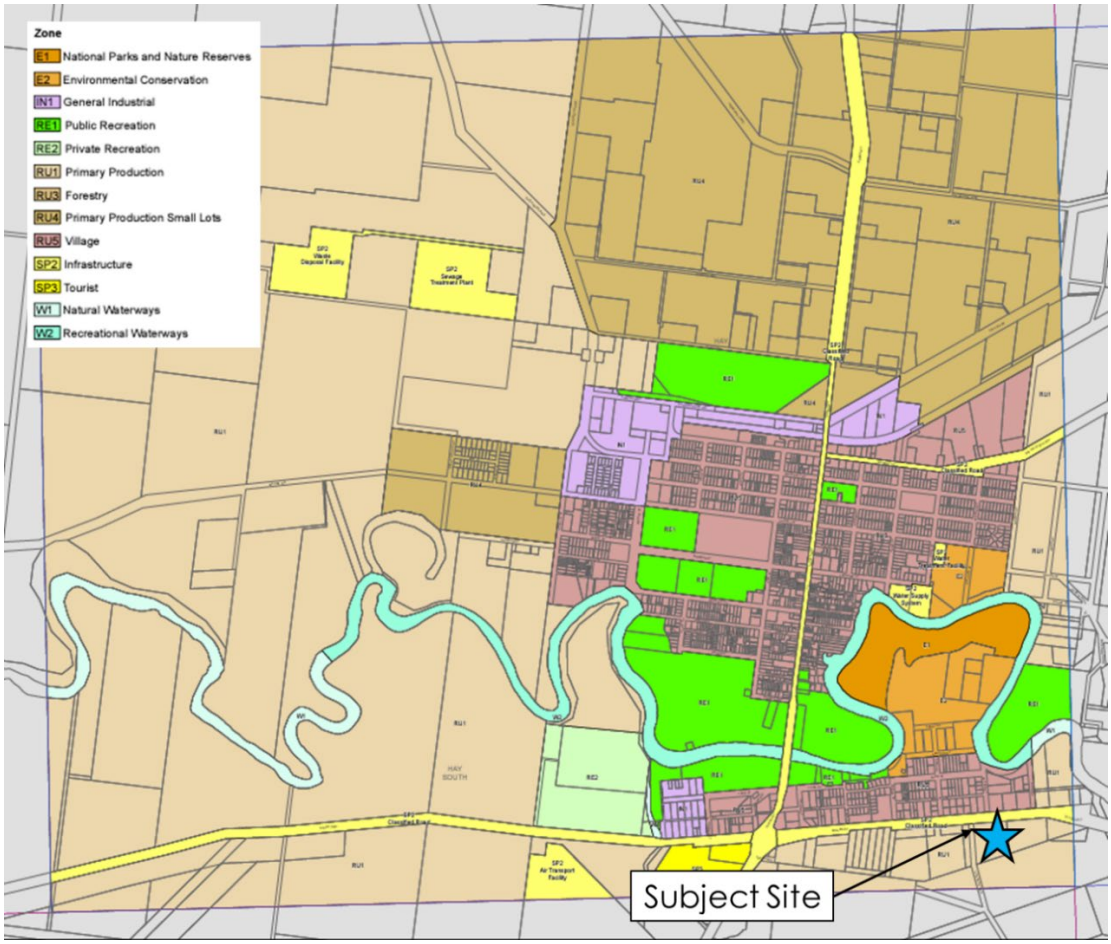
2.1 Site Description

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

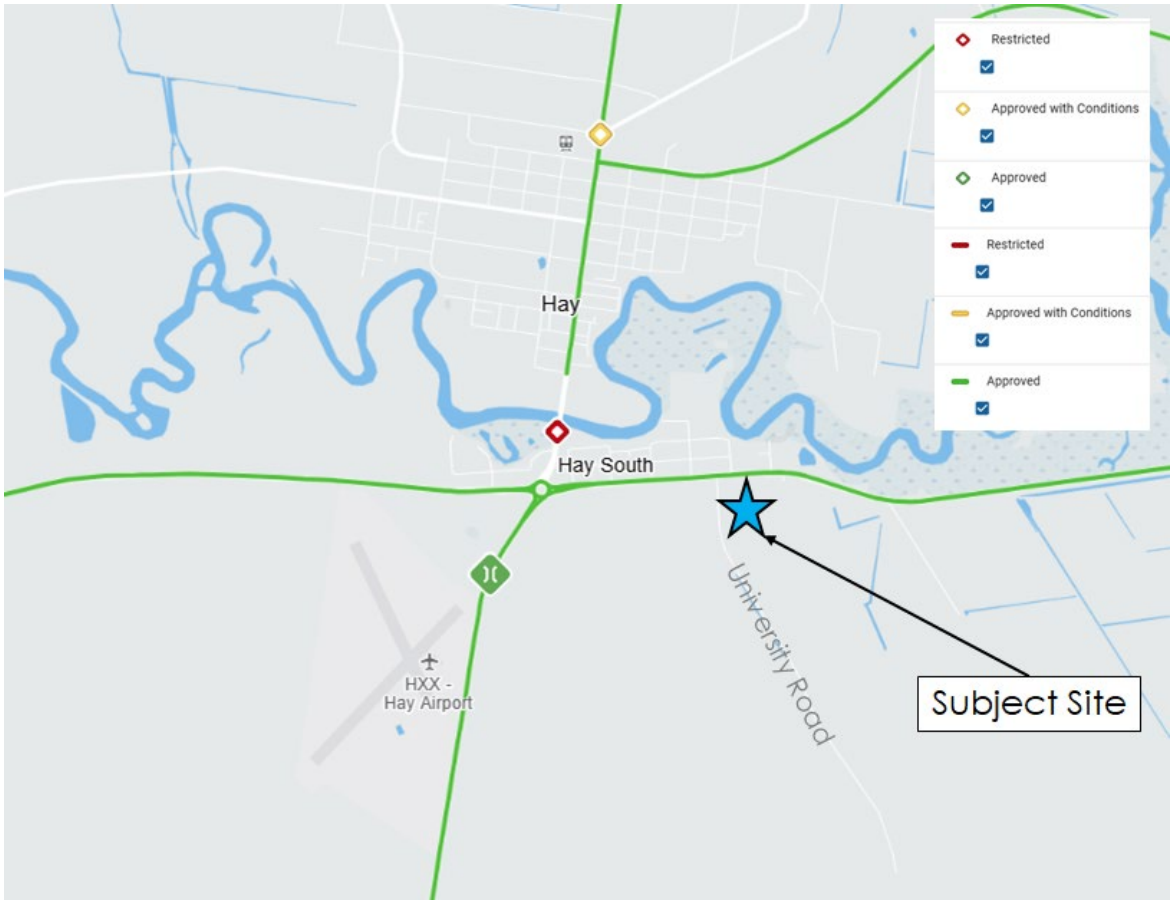
2.2 Surrounding Road Network

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

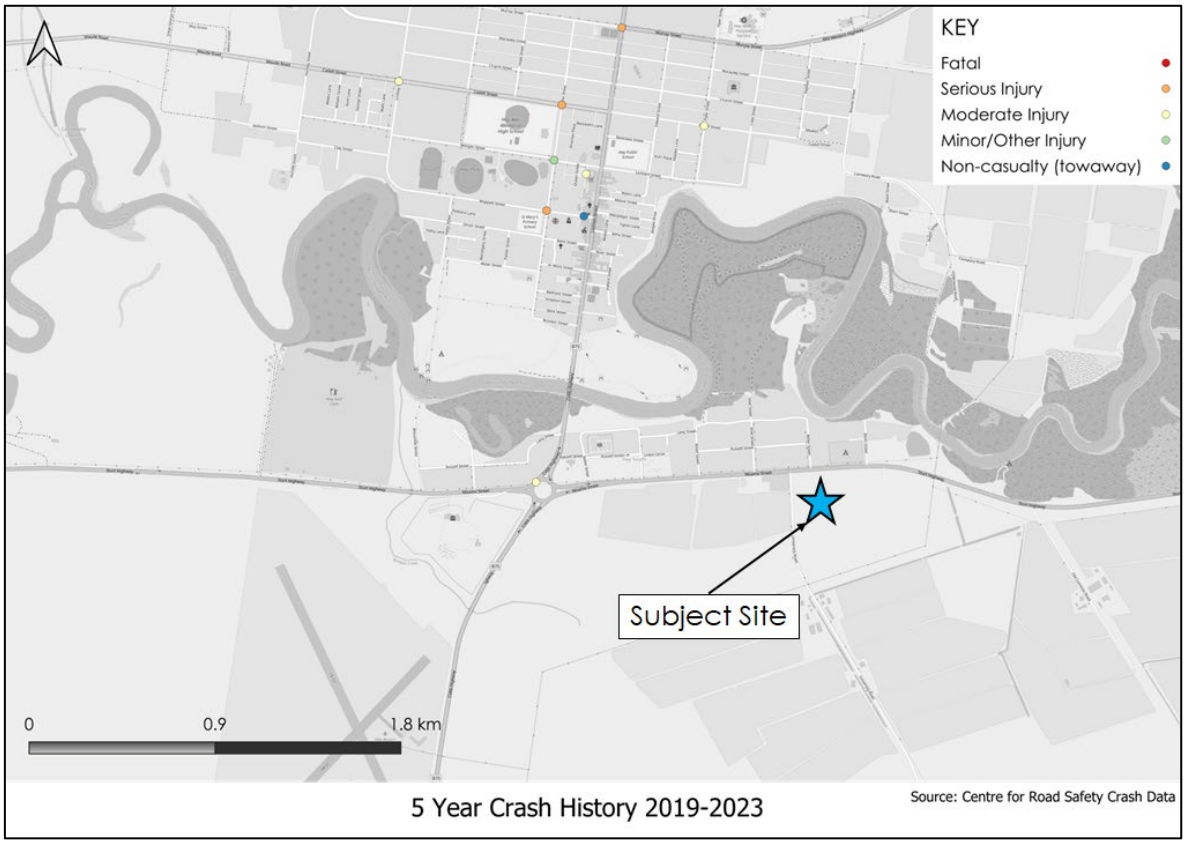
No pedestrian footpath nor cycling infrastructure is provided along Moama Street and University Road in the vicinity of the subject site.

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

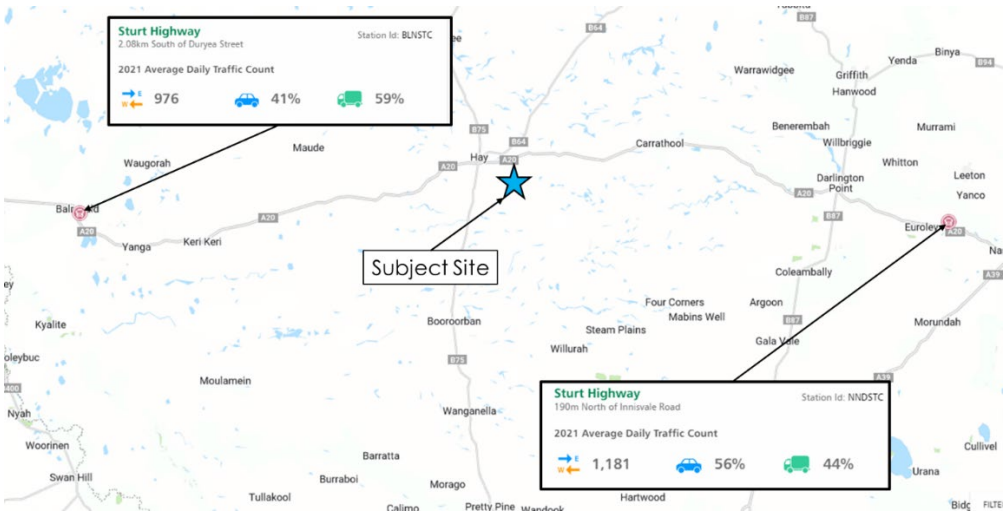
2.5 Existing Traffic Volume

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.

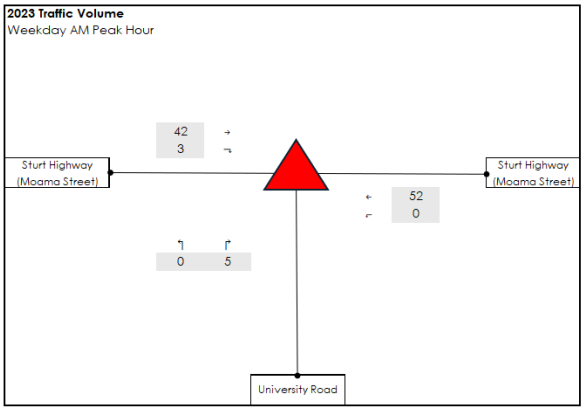
Table 2.1: Traffic Volume Along Moama Street (Site Frontage)

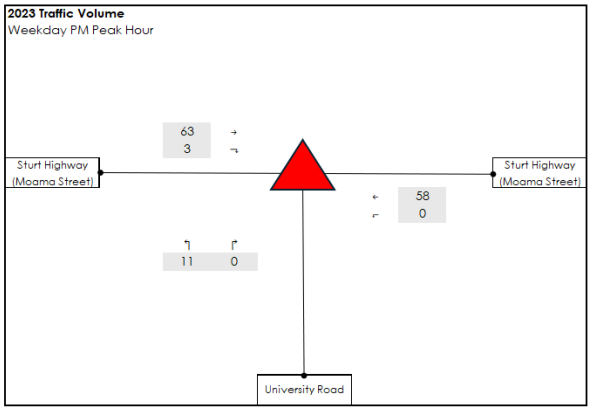
Moama Street (East of Cobb Highway)	Traffic Volume		
	Daily (veh)	Weekday AM Peak Hour (veh/h)	Weekday PM Peak Hour (veh/h)
Two-way	2,160	149	148
Eastbound	-	57	80
Westbound	-	92	68

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

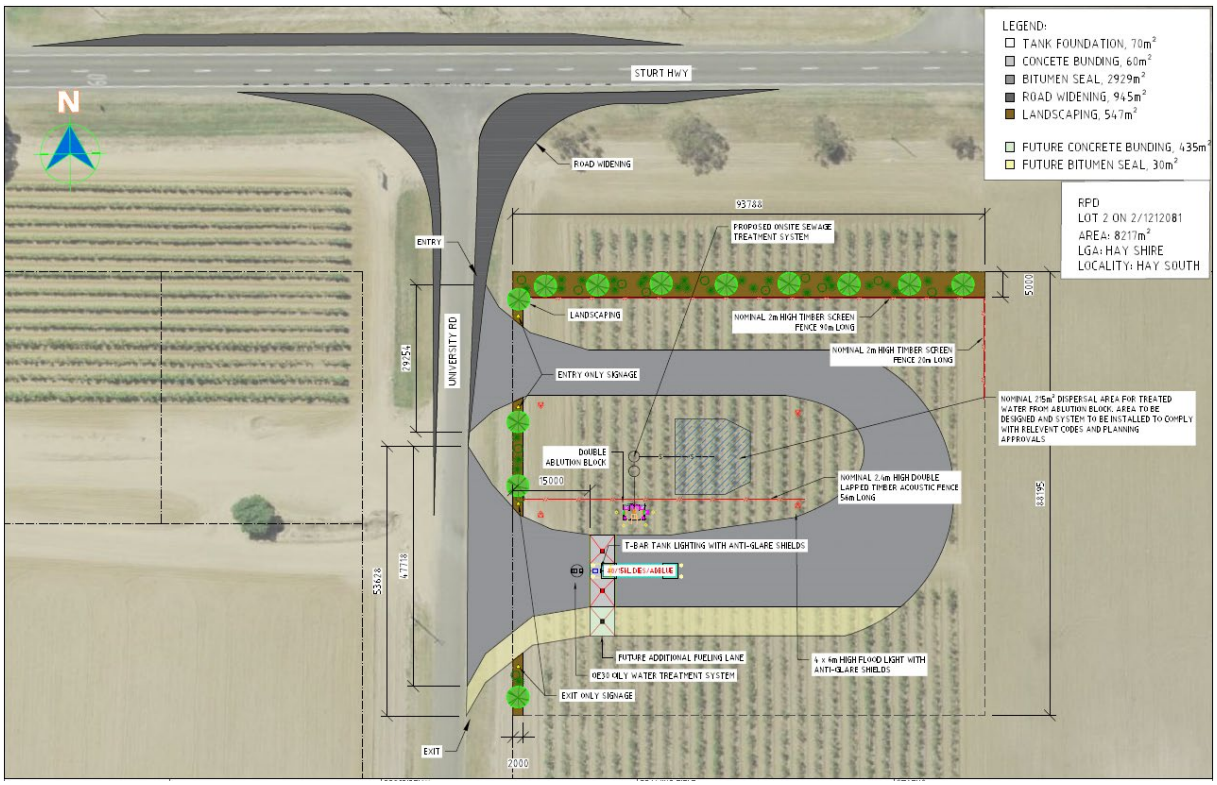
3.1 Overview of the Proposal

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

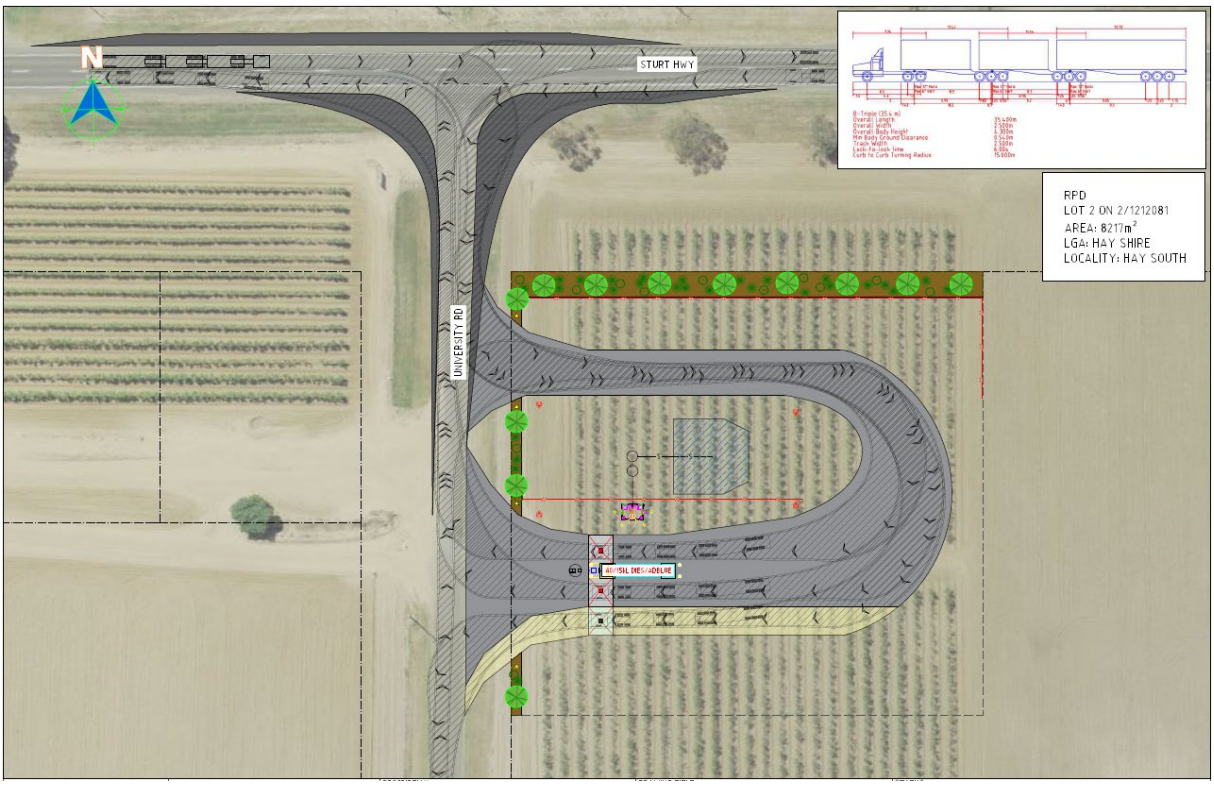
3.2 Proposed Vehicle Access Arrangement

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.

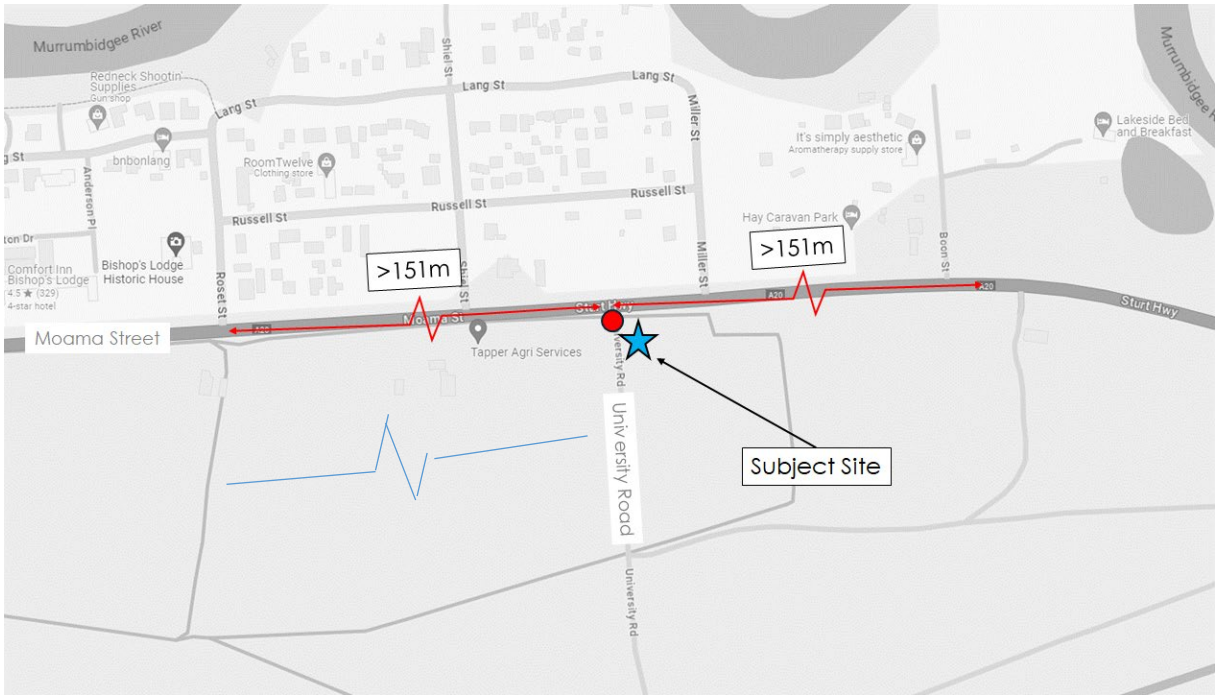
6 Sight Distance Assessment

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

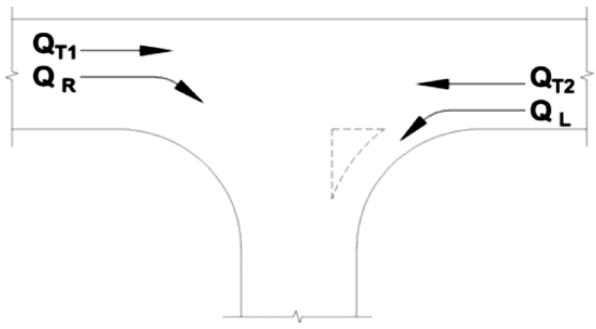
The proposed development would be accessed off University Road, which is a local rural road. Vehicles would turn into/ from University Road off Sturt Highway/ Moama Street.

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}

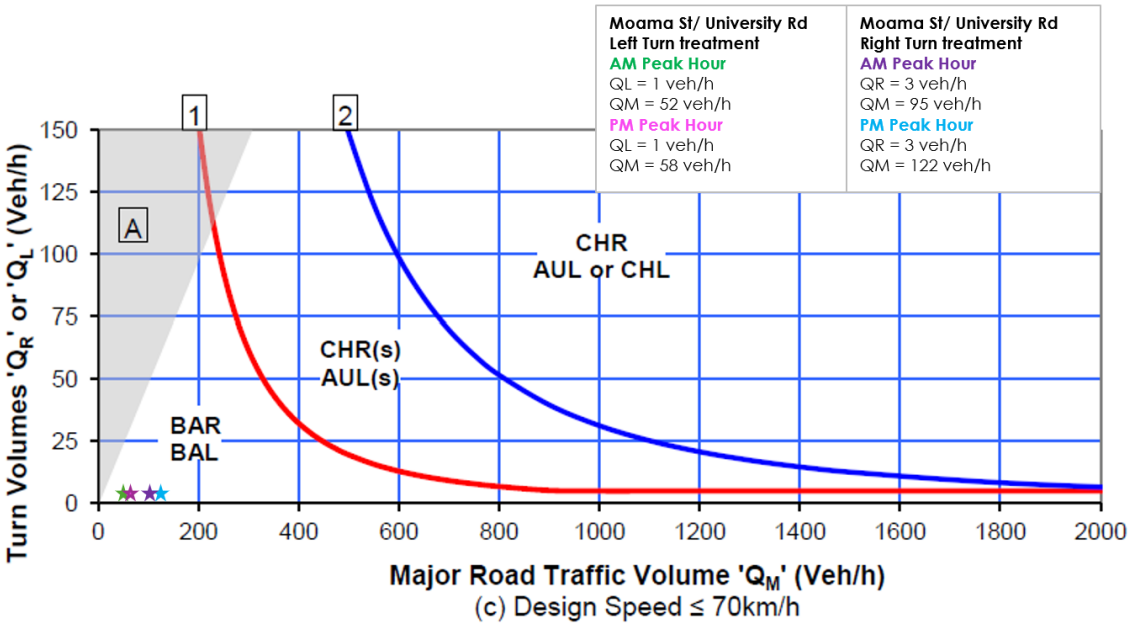
Source: Austroads Guide to Traffic Management Part 6, 2020

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

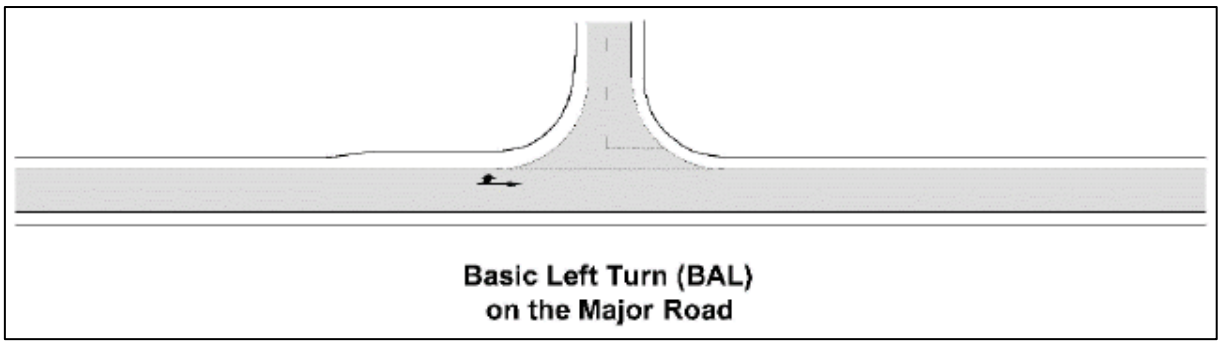


Source: Austroads Guide to Traffic Management Part 6, 2020

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).

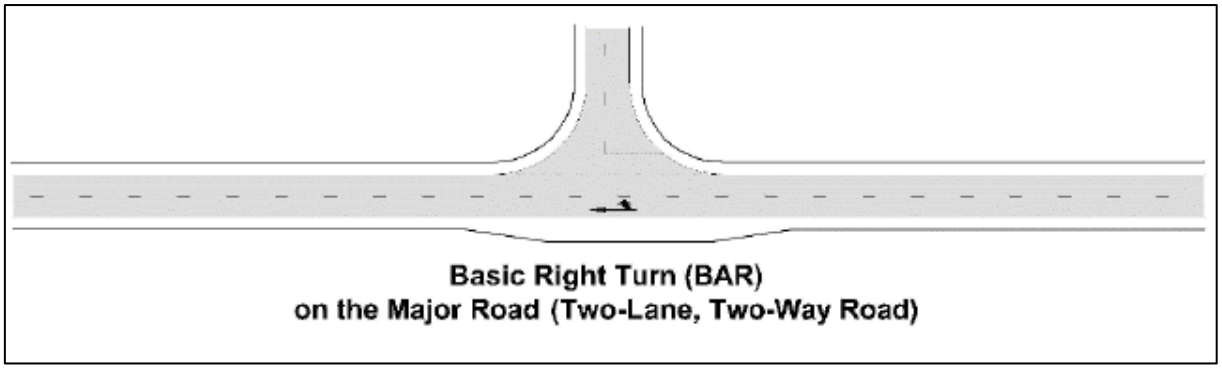
The intersection layouts for BAL and BAR treatments are illustrated in Figure 7.3 and Figure 7.4, respectively.

Figure 7.3: Rural Basic Left Turn (BAL) Intersection Layout



Source: Austroads Guide to Traffic Management Part 6, 2020

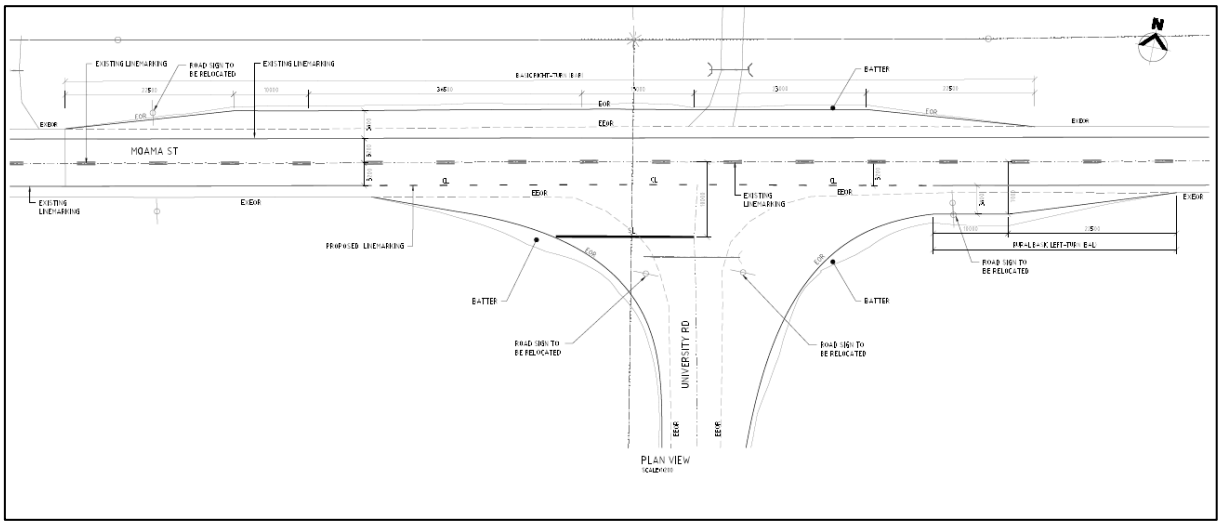
Figure 7.4: Rural Basic Right Turn (BAR) Intersection Layout



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



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

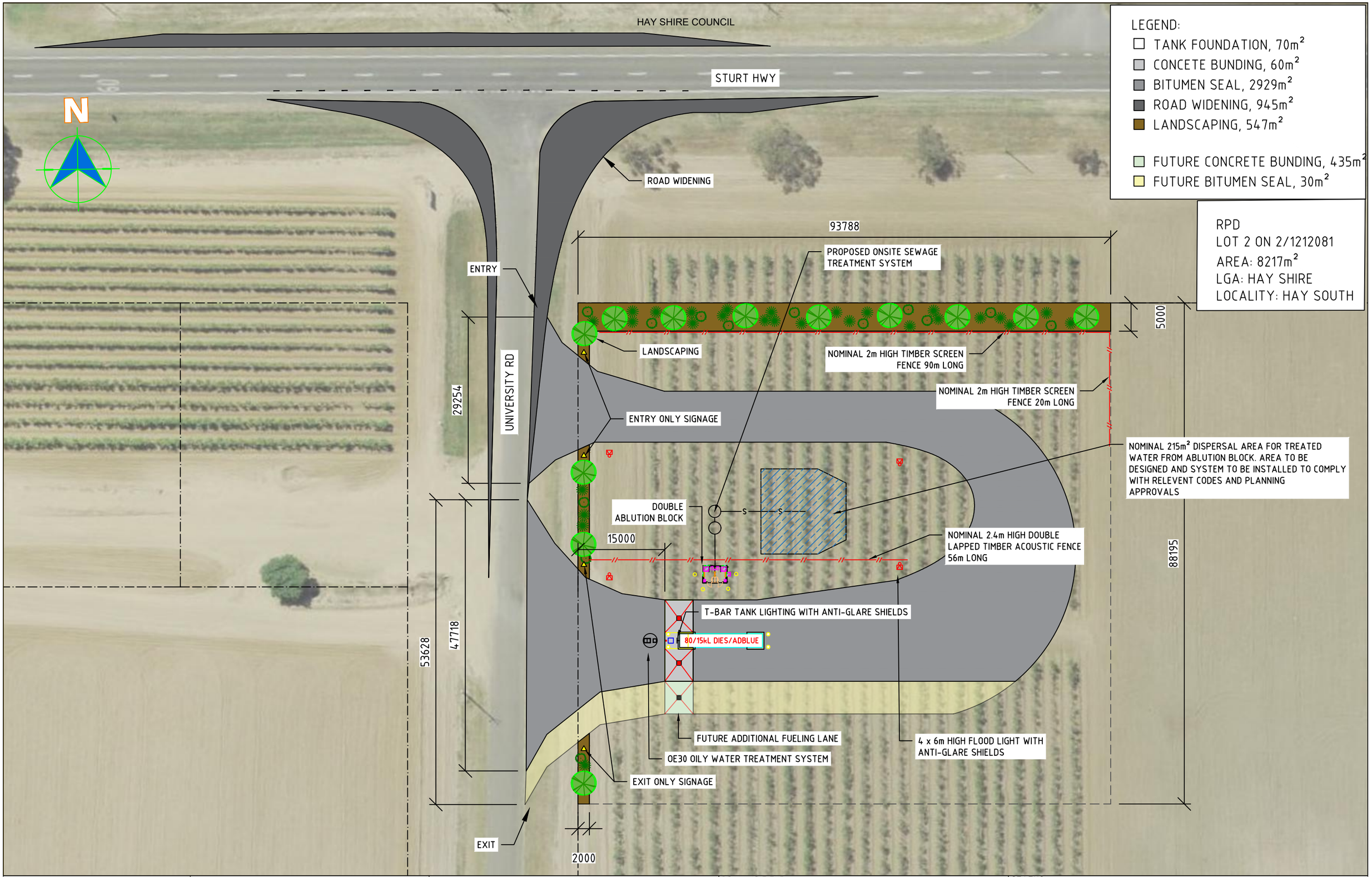
LOCALITY

STATUS

DA ISSUE

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HAY SHIRE COUNCIL

N

CONCRETE BUNDING

RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

FALL

T-BAR TANK LIGHTING WITH ANTI-GLARE SHIELDS

OE30 OILY WATER SYSTEM

TANK PLINTH

TANK PLINTH

W

OW

80/15kL DIES/ADBLUE

FUTURE CONCRETE BUNDING

SCALE BAR
0 1 2 3 4 5m
1:100

DESCRIPTION
IOR UNMANNED DIESEL STOP

310 MOAMA STREET
HAY SOUTH NSW 2711 AUSTRALIA

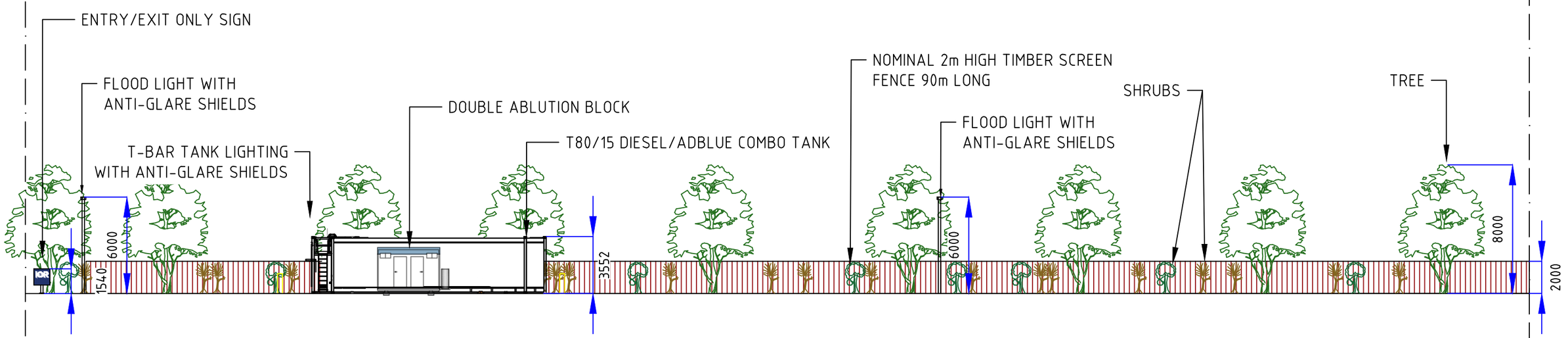
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STATUS
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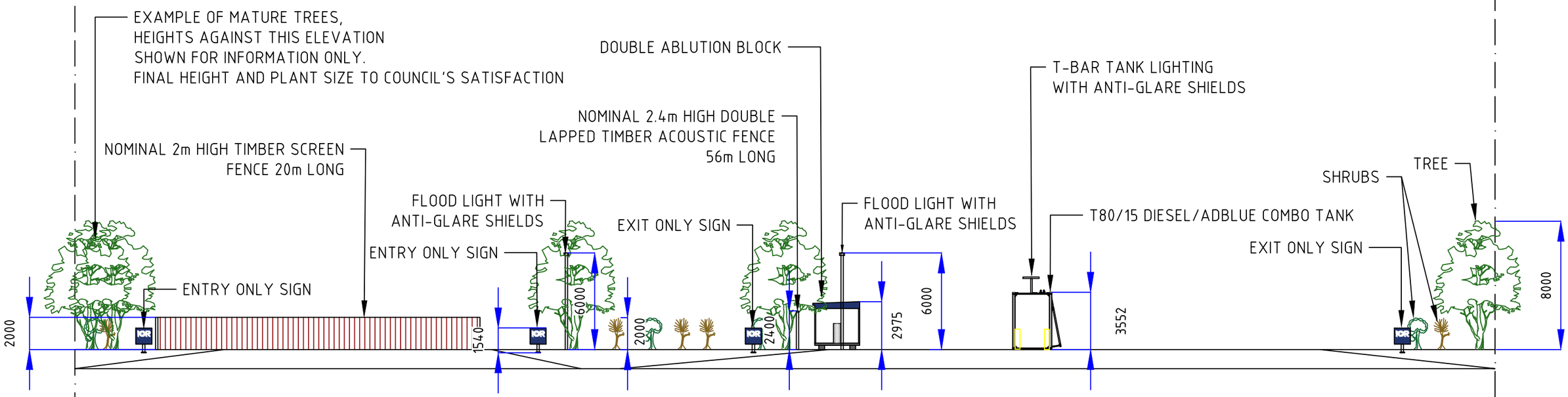
RPD
LOT 2 ON 2/1212081
AREA: 8217m^2
LGA: HAY SHIRE
LOCALITY: HAY SOUTH



A ELEVATION SOUTH TO NORTH
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				DRAWN: LD / DATE CREATED: 19.09.2025 / DRAWING NO.: 2023HA-005	REV: J
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RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH



B ELEVATION WEST TO EAST
1:250

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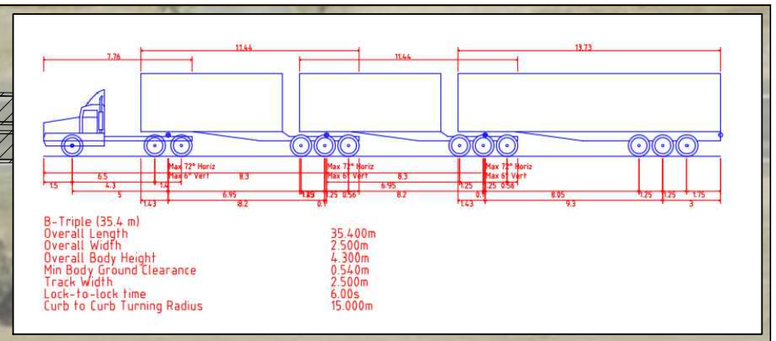
Appendix B

Swept Path Analysis

HAY SHIRE COUNCIL

STURT HWY

UNIVERSITY RD



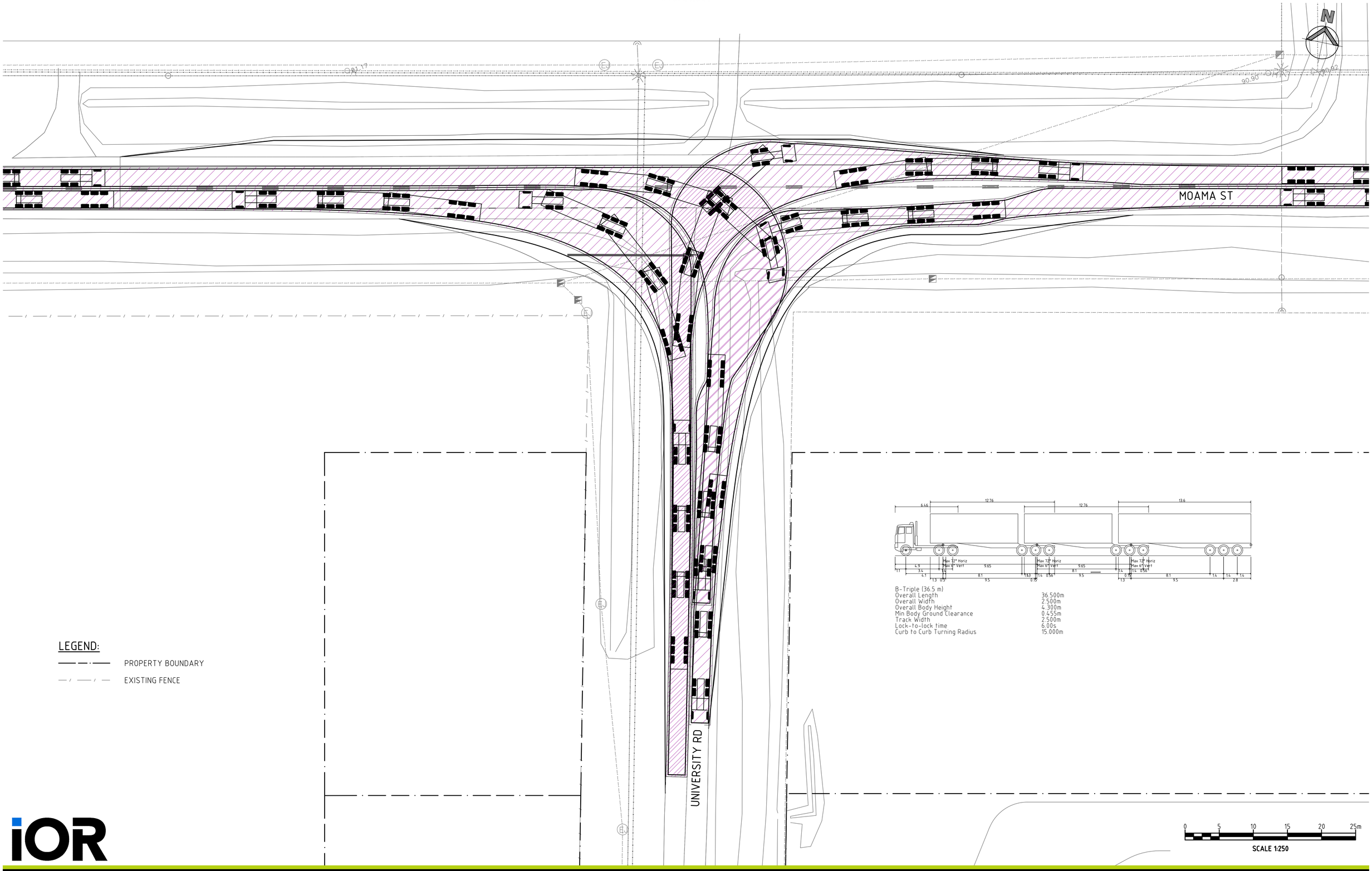
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LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

80/15kL DIES/ADBLUE

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Appendix C

Proposed Intersection Upgrade Layout



B-Triple (36.5 m)

Overall Length	36.500m
Overall Width	2.500m
Overall Body Height	4.300m
Min Body Ground Clearance	0.455m
Track Width	2.500m
Lock-to-lock time	6.00s
Curb to Curb Turning Radius	15.000m

LEGEND:

PROPERTY BOUNDARY

EXISTING FENCE

iOR

PROJECT MANAGERS | PLANNERS | DESIGNERS | ENGINEERS

TfA Project Group

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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

DRAWING ISSUE APPROVAL

NAME: DATE:

PROFESSIONAL QUALIFICATION:

SIGNATURE:

REV	DATE	BY	DESCRIPTION	CHK	APP
A	26.09.24	DS	ISSUED FOR REVIEW	JA	JA

PROJECT DETAILS

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CNR OF MOAMA ST & UNIVERSITY ROAD,
HAY, NSW

DRAWING TITLE

ROAD EXPANSION
TRUCK SWEPT PATH

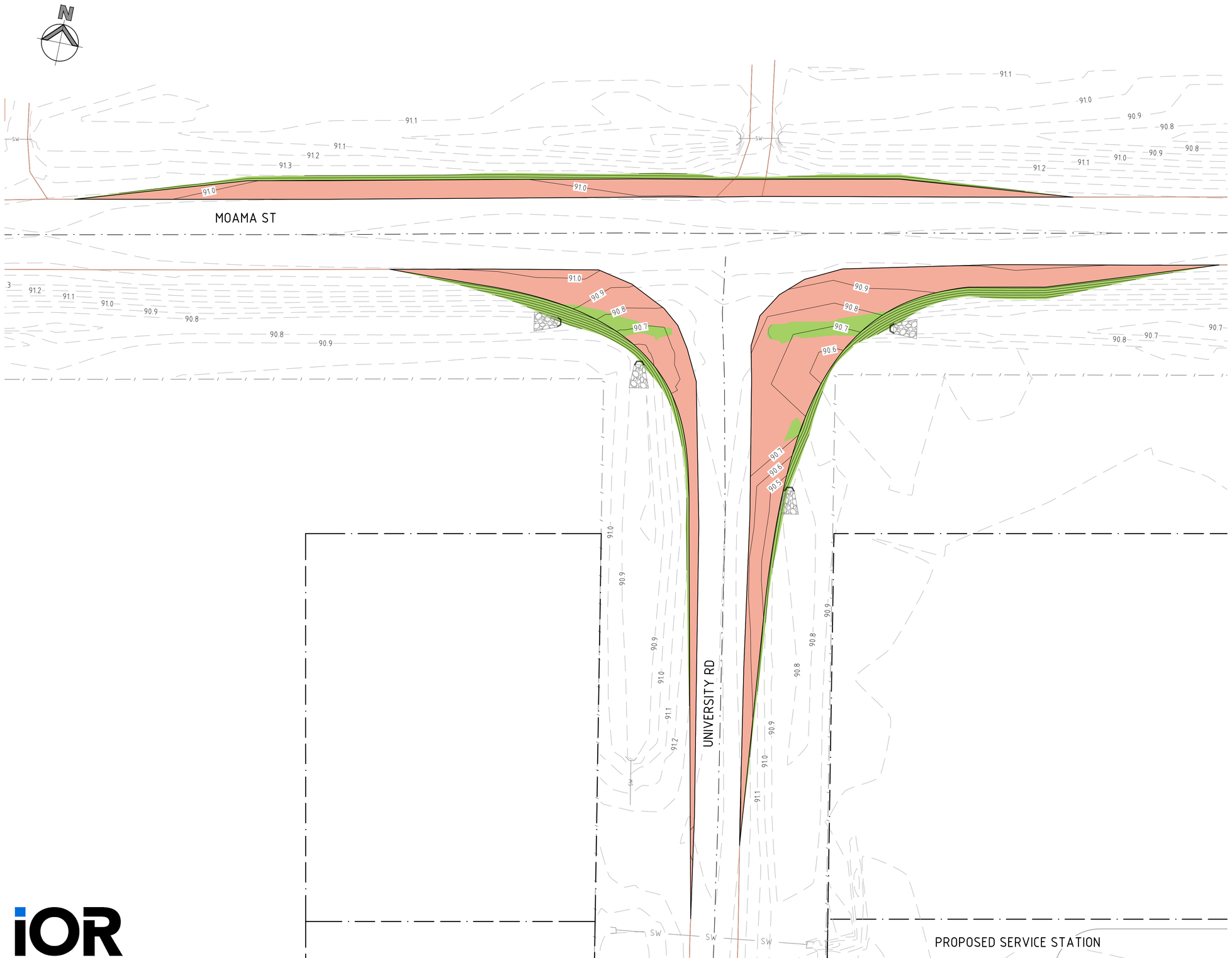
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DRAWING NO	REV
19297-HAY-SK05	A



LEGEND:

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- 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

iOR

PROJECT MANAGERS | PLANNERS | DESIGNERS | ENGINEERS

TfA Project Group

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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	08.09.23	DS	ISSUED FOR REVIEW	JA	JA
B	25.09.24	DS	INTERSECTION UPDATED	JA	JA

PROJECT DETAILS

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CNR OF MOAMA ST & UNIVERSITY ROAD,
HAY, NSW

DRAWING TITLE

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BULK EATHWORKS PLAN

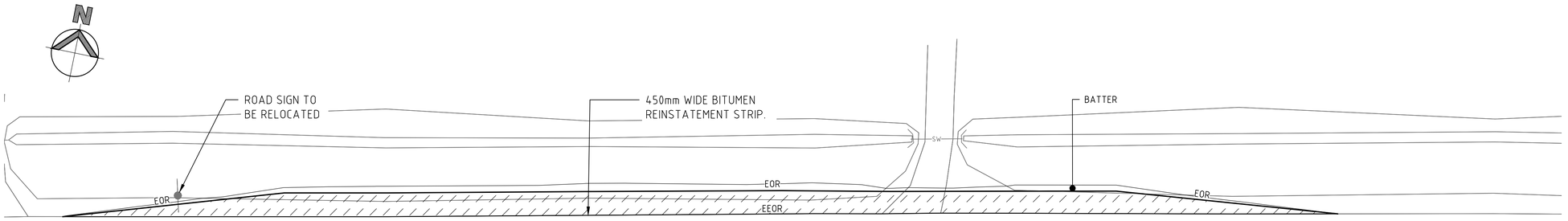
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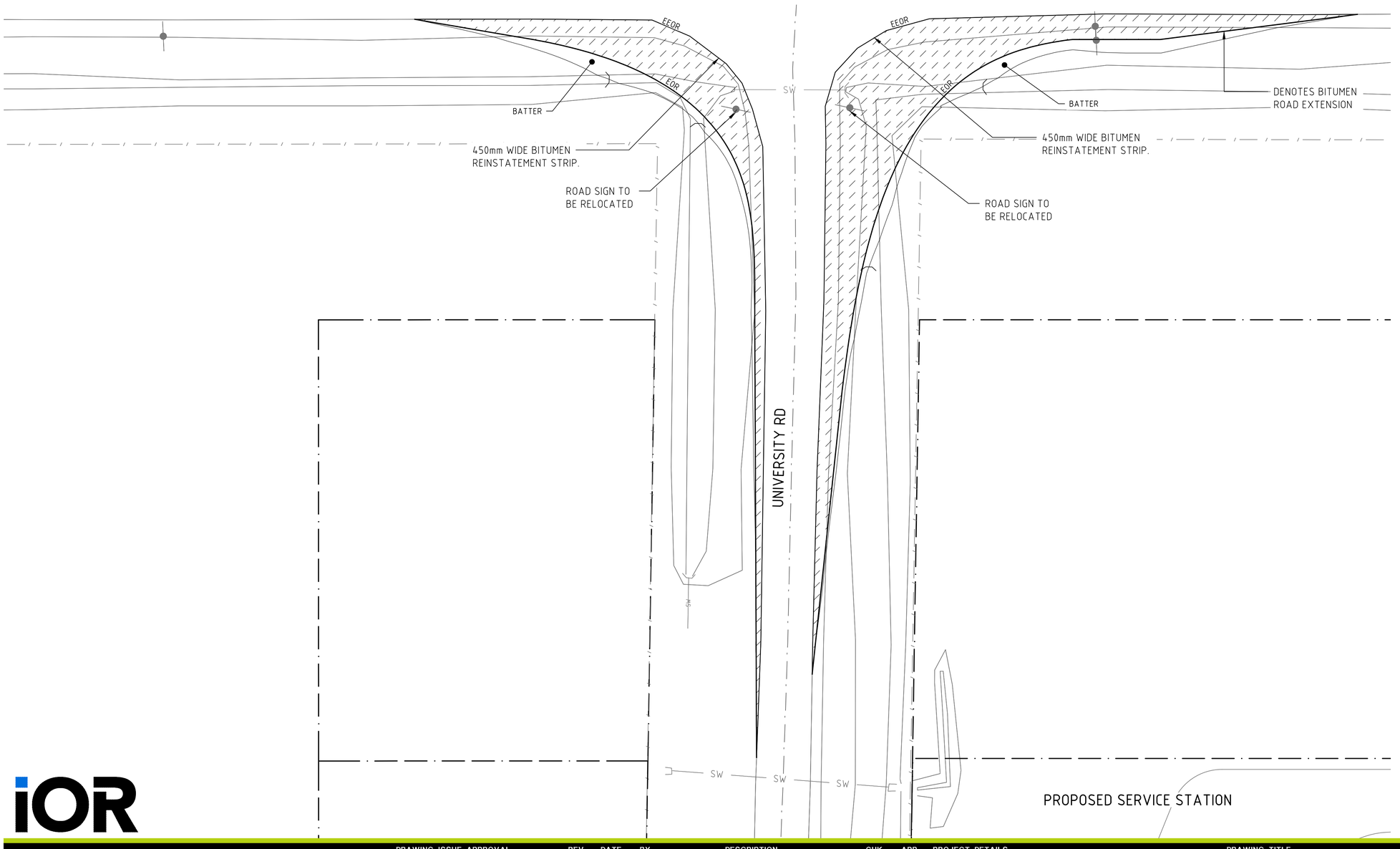
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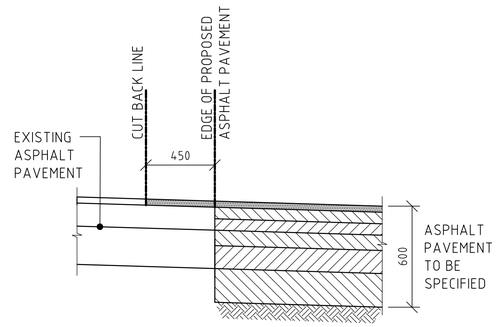


LEGEND:

- 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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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	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
PAVEMENT PLAN

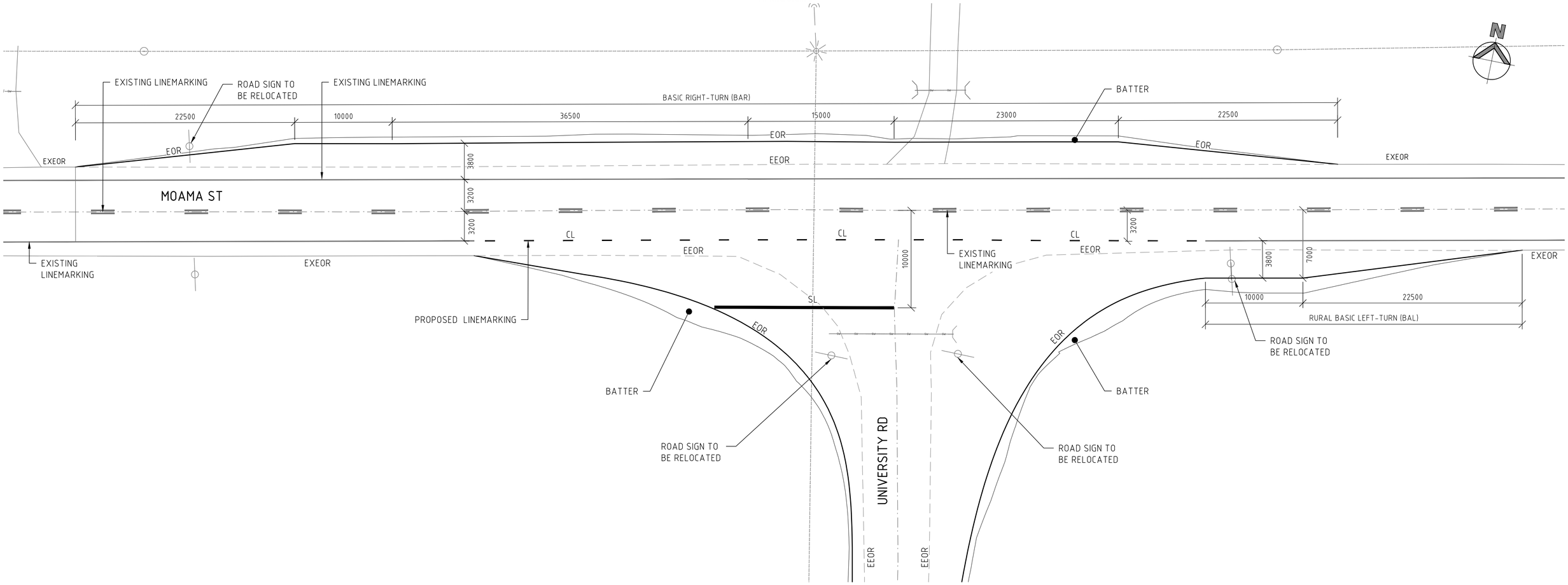
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PRELIMINARY

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DO NOT SCALE THIS DRAWING. CONFIRM ALL DIMENSIONS ON SITE.

DRAWING NO	REV
19297-HAY-SK03	B



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

iOR

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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

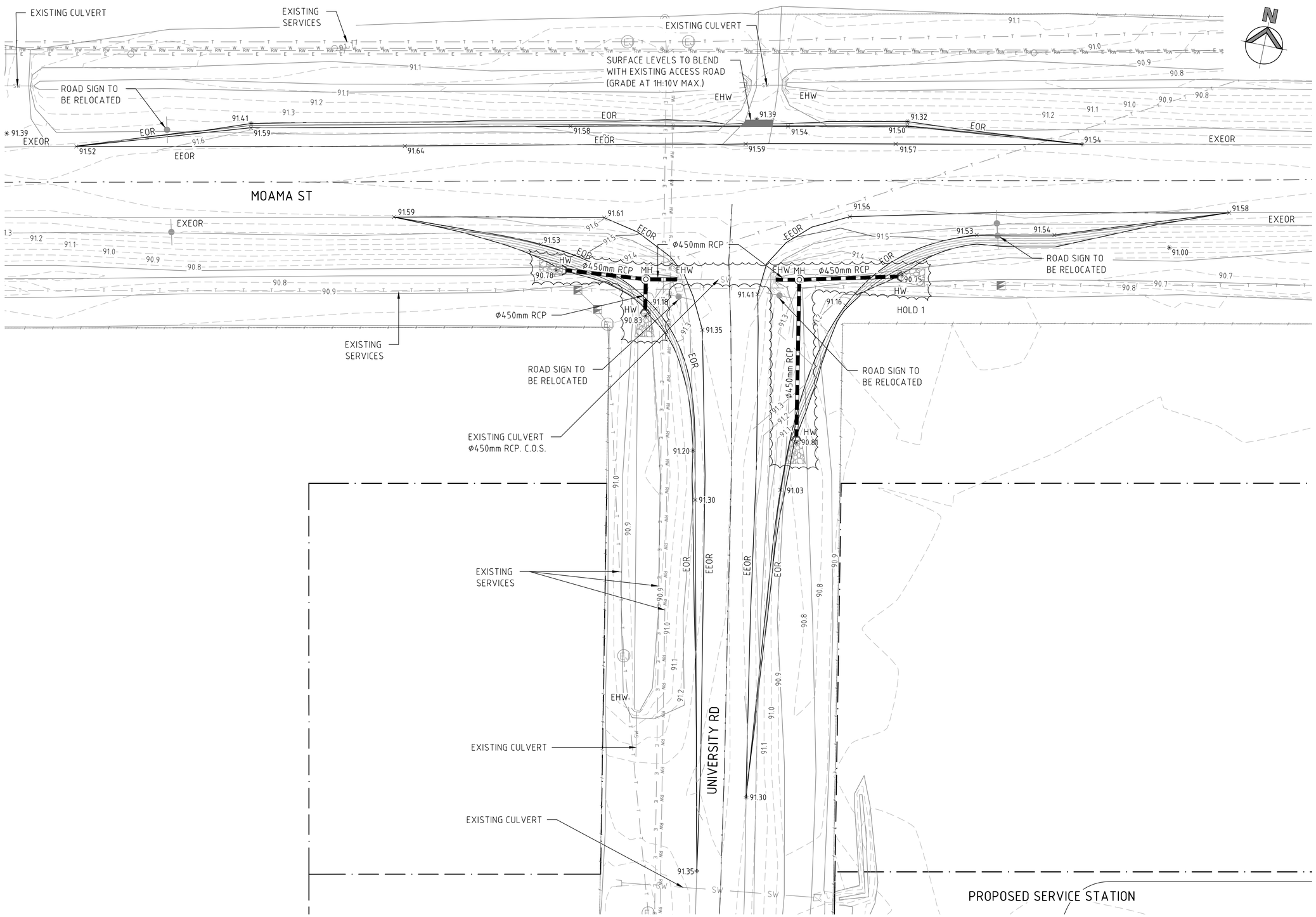
STATUS

PRELIMINARY

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25.08.23	1:200	A1

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DRAWING NO	REV
19297-HAY-SK02	B



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

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Email: enquiry@tfa.com.au Aust Wide: 1300 794 300

REV	DATE	BY	DESCRIPTION	CHK	APP
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

DO NOT SCALE THIS DRAWING. CONFIRM ALL DIMENSIONS ON SITE.

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

M M

122
DP 771440

121
DP 771440

120
DP 771440

8
SECTION 6
DP 758508

7
SECTION 6
DP 758508

114
DP 756756

148
DP 756756

144
DP 756756

2
DP 1212081

2
DP 1212081

MILLER STREET

STREET

MOAMA

UNIVERSITY ROAD

PM 20902

300ø PIPE INV 90.99

300ø PIPE INV 90.98

450ø PIPE INV 90.59

385ø PIPE INV 90.72

385ø PIPE INV 90.69

450ø PIPE INV 90.57

450ø PIPE INV 90.51

ELECTRICITY STAY POST

450ø PIPE INV 90.58

375ø PIPE INV 90.89

450ø PIPE INV 89.99

450ø PIPE INV 90.03

300ø PIPE INV 90.62

P1 P2 P3 P4 P5

00"

01'

193.19

78"

166'

56'

238.93

00"

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
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

DATE	No.	ISSUE	AUTHORISED
16/05/2023	1A	ISSUE TO CLIENT	JDH

DRAWN: RS CHECKED: JDH

COMPUTER FILES: 14096A23.dwg

COMMENTS:

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.

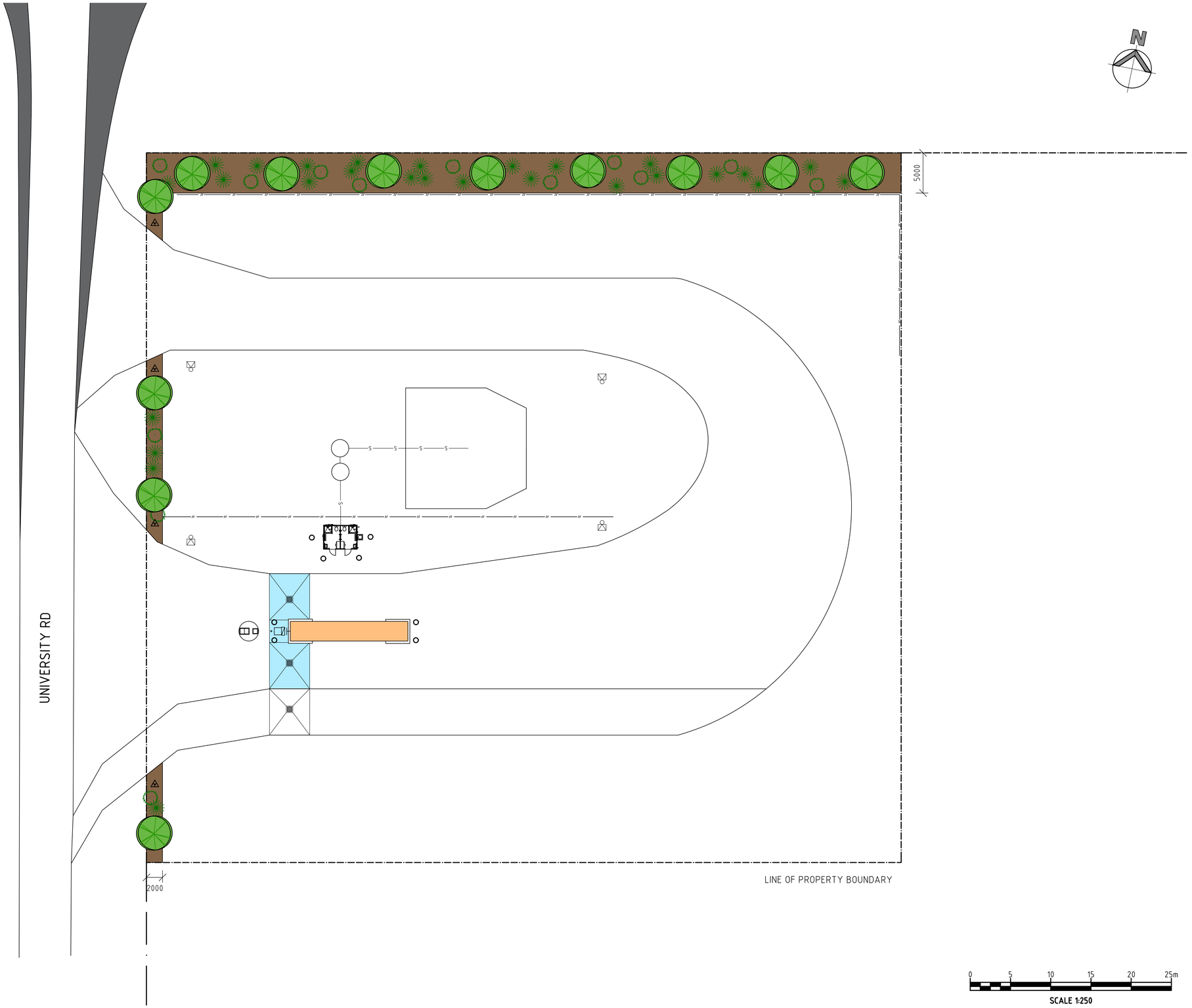
GROUNDCOVERS (SCRAMBLERS, CLIMBERS - ROCKERIES)
0-1mH COMPACT HERBACEOUS PLANTS AND SHRUBS THAT COVER THE SURFACE OF THE GROUND HELPING TO PREVENT EROSION AND WEED INVASION.
EG. ATRIPLEX, DIANELLA, PYCNOSORUS, LOMANDRA, LEIOCARPA

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

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A C N 6 1 2 1 3 2 2 3 3

DRAWING ISSUE APPROVAL

NAME: DATE:

PROFESSIONAL QUALIFICATION:

SIGNATURE:

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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



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

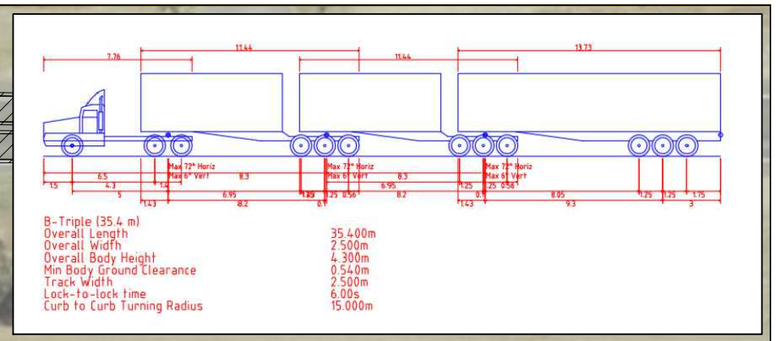
2000

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 LD / DATE CREATED 19.09.2025 / DRAWING NO. 2023HA-002 / REV 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

N

CONCRETE BUNDING

RPD
LOT 2 ON 2/1212081
AREA: 8217m²
LGA: HAY SHIRE
LOCALITY: HAY SOUTH

FALL

T-BAR TANK LIGHTING WITH ANTI-GLARE SHIELDS

OE30 OILY WATER SYSTEM

TANK PLINTH

TANK PLINTH

W

OW

80/15kL DIES/ADBLUE

FUTURE CONCRETE BUNDING

SCALE BAR
0 1 2 3 4 5m
1:100

DESCRIPTION
IOR UNMANNED DIESEL STOP

310 MOAMA STREET
HAY SOUTH NSW 2711 AUSTRALIA

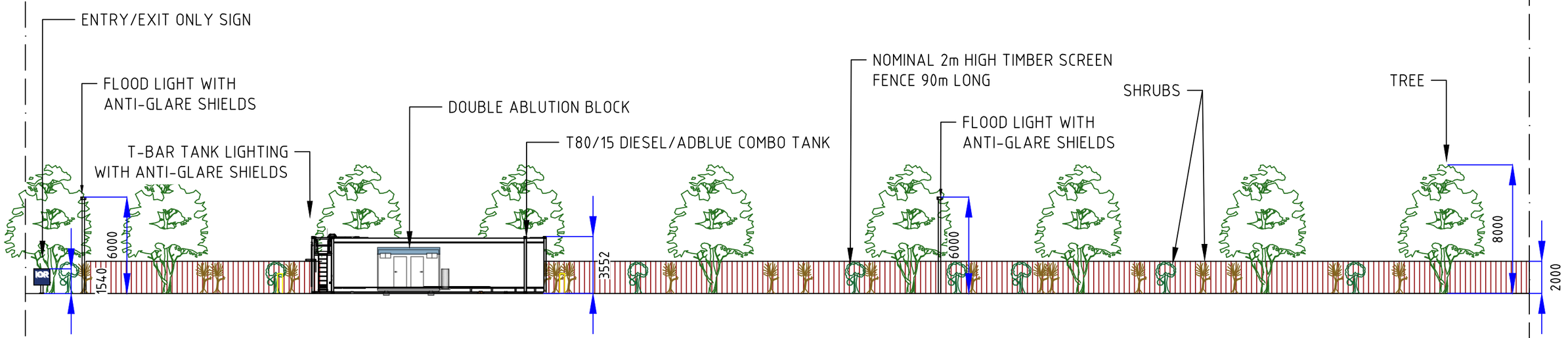
DRAWING TITLE
FUEL DISPENSING AREA

STATUS
DA ISSUE

DRAWN	DATE CREATED	DRAWING NO.	REV
LD	19.09.2025	2023HA-004	J

A1 SCALE 1:250 | A3 SCALE 1:500 | SHEET

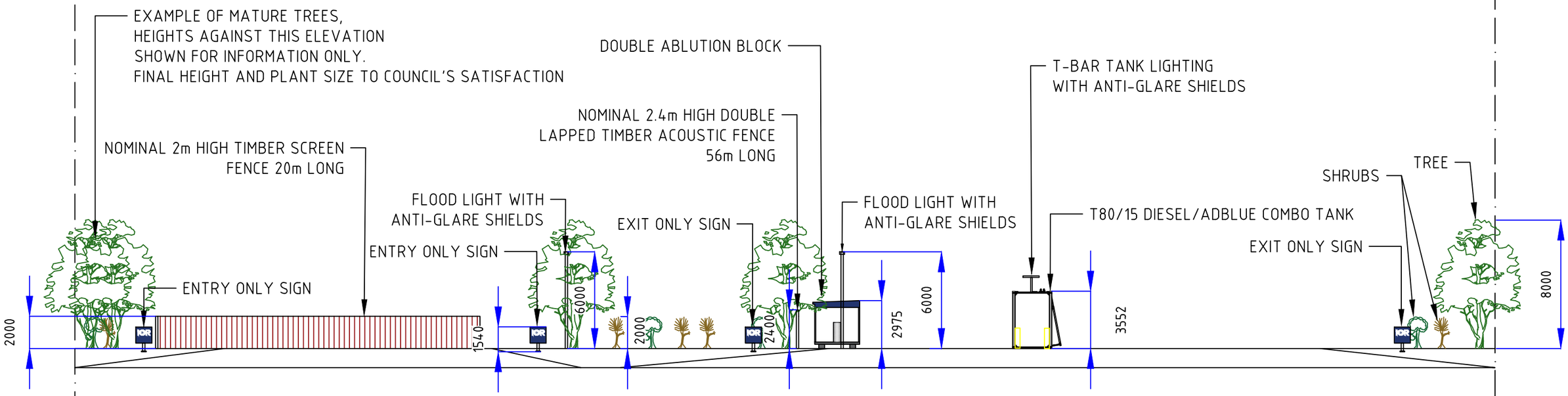
RPD
LOT 2 ON 2/1212081
AREA: 8217m^2
LGA: HAY SHIRE
LOCALITY: HAY SOUTH



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

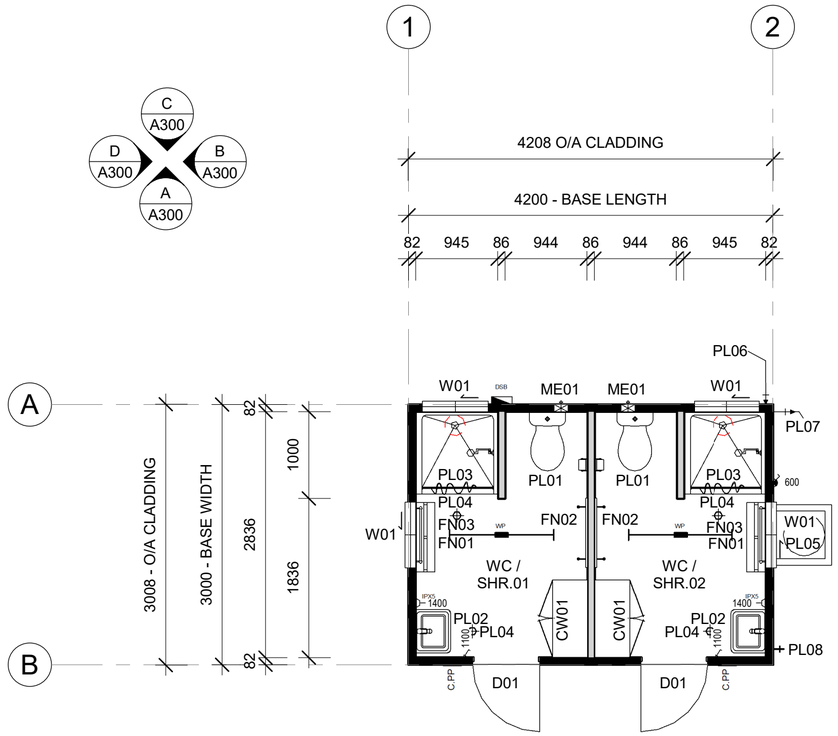
4.2 x 3.0m ABLUTION

ATCO

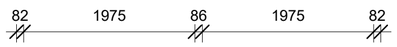
ATCO STRUCTURES & LOGISTICS PTY. LTD.
55 TONKA STREET,
LUSCOMBE, QLD 4207
P.O. BOX 393, BEENLEIGH, QLD 4207
E-mail: ASLAu.Sales@atco.com

PHONE: (07) 3412 8600
FAX: (07) 3412 8699
ABN: 71 083 902 309

ISSUED FOR REVIEW



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

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B	LAYOUT CHANGED AS PER CLIENT, ADDED HOSE COCK, ADDED LOCK TO DSB, ADDED CUPBOARDS	31.08.20	VT	

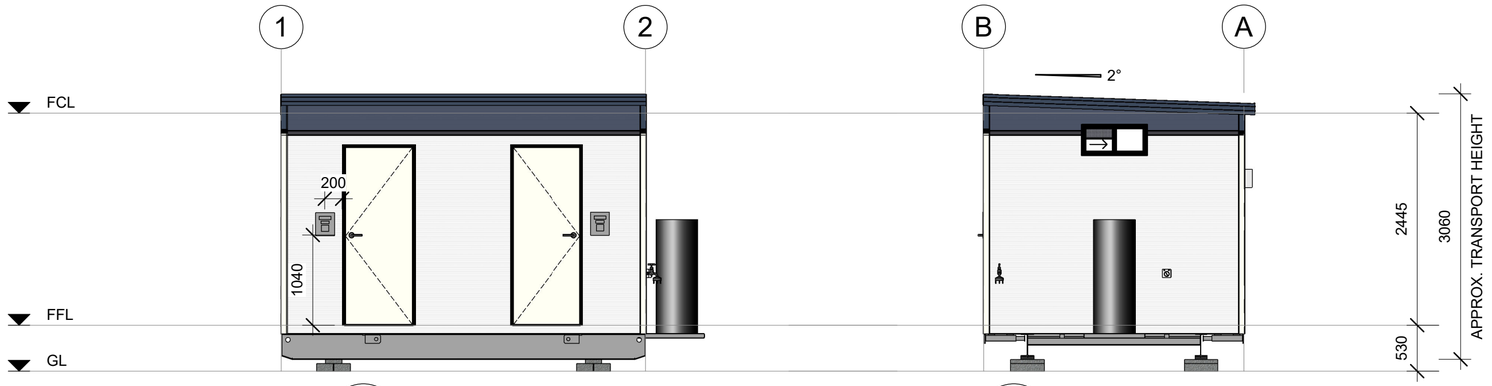
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E-mail: ASLAu.Sales@atco.com
PHONE: (07) 3412 8600
FAX: (07) 3412 8699
ABN: 71 083 902 309

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

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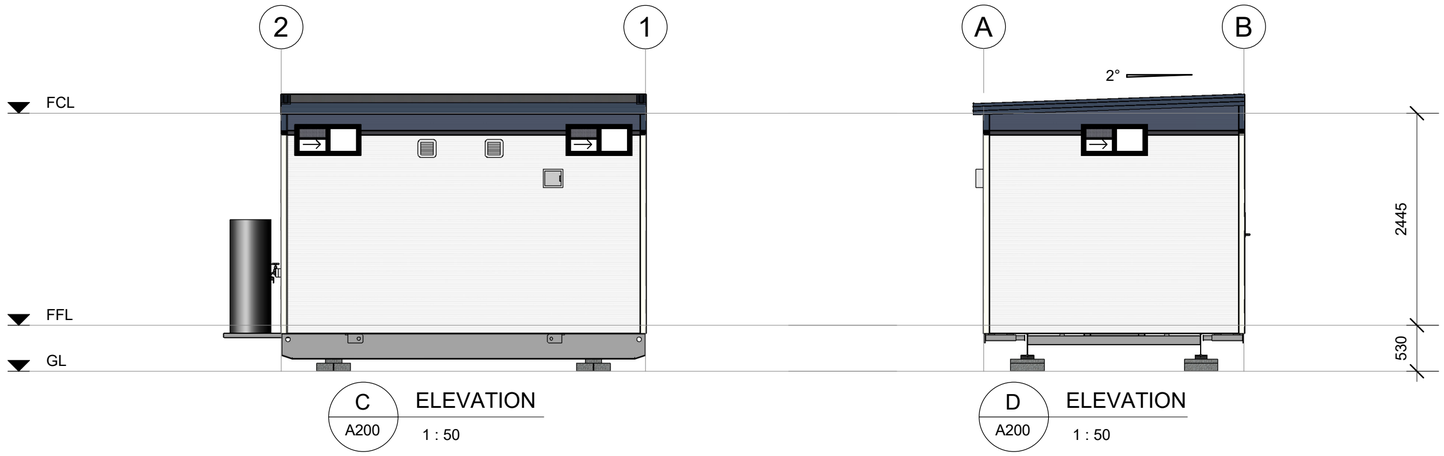
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ISSUED FOR REVIEW



A A200 ELEVATION 1 : 50

B A200 ELEVATION 1 : 50



C A200 ELEVATION 1 : 50

D A200 ELEVATION 1 : 50

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DESCRIPTION: 4.2 x 3.0m ABLUTION

ADDRESS: MULTIPLE SITES QLD

TITLE: ELEVATIONS

PROJECT No.:

SCALE AT A2: 1 : 50

DRAWING NUMBER: 200228D -A300

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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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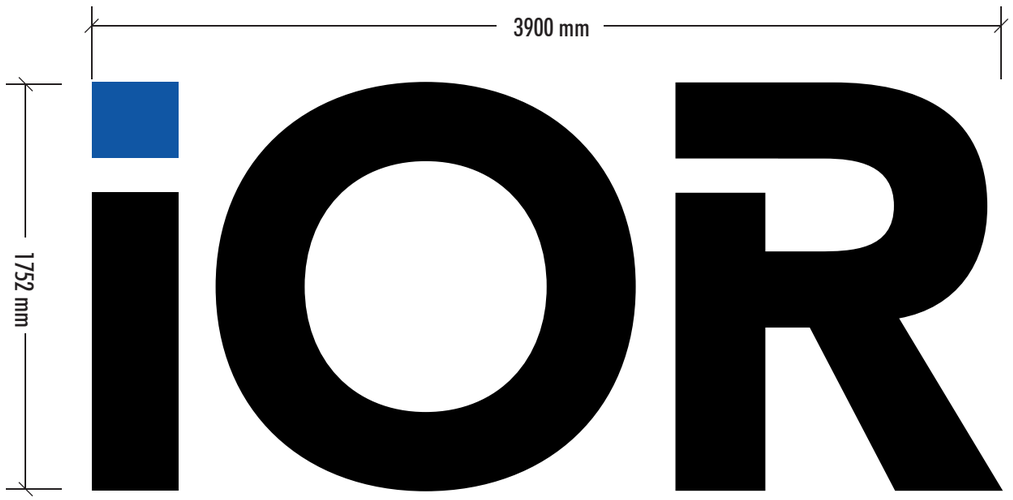
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PROJECT No.:
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REVISION: B

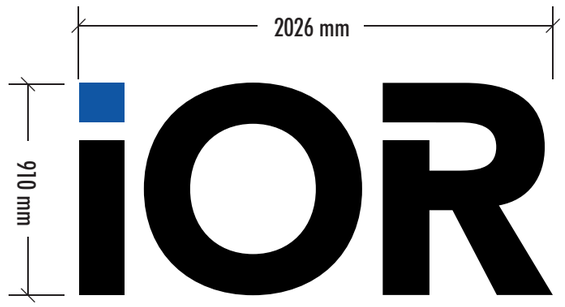
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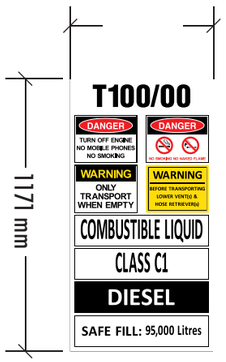
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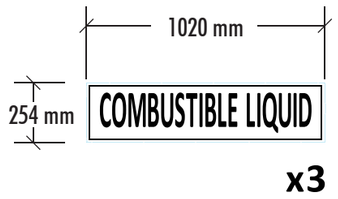
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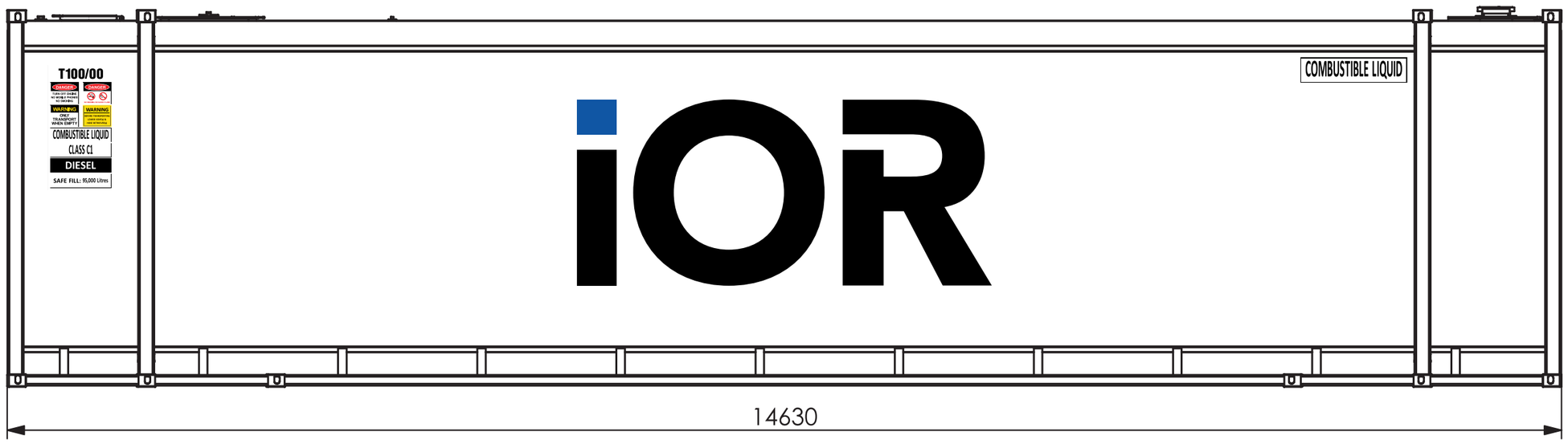
HAY SHIRE COUNCIL

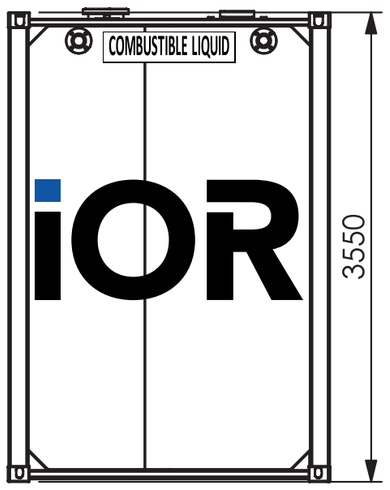








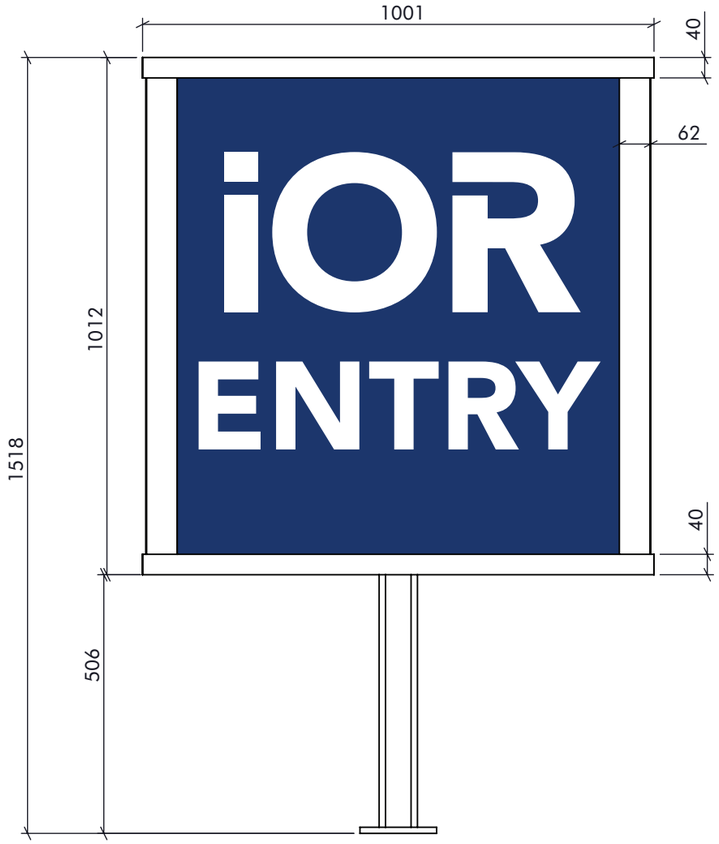




PROJECT: IOR Petroleum Generic Site Signage	**JOB NUMBER:** CONCEPTS	**PAGE NO:** 16/21	**DRAWN BY:** NO	**DATE DRAWN:** 22/07/19	**REVISION NUMBER:** 07	**CLIENT APPROVAL**	**PROJECT MANAGER**
FILE NAME: IOR Petroleum Generic Site Signage.ai	**CLIENT :** IOR Petroleum						
FILE PATH: S:\CLIENTS\IOR Petroleum\Generic\Drawings\Design			**SHEET SIZE** A3	**SHEET UNITS** MM	**SHEET SCALE** NTS	**NOT FOR CONSTRUCTION**	

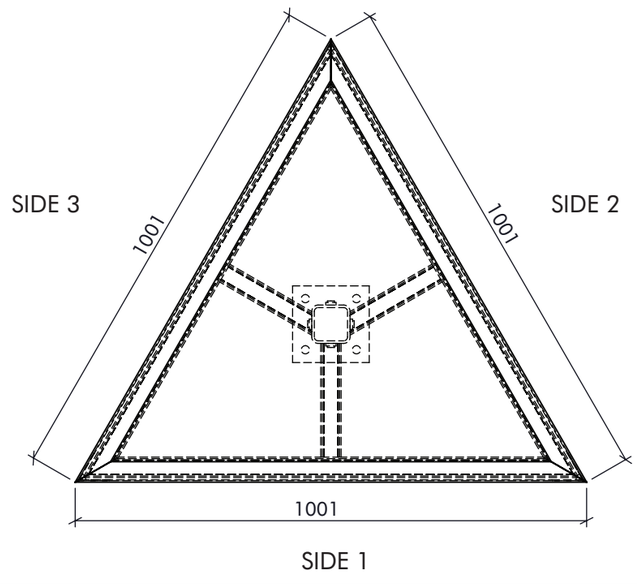
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SIGN NAME: TRIANGLE ENTRY (ILLUMINATED)



HAY SHIRE COUNCIL
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

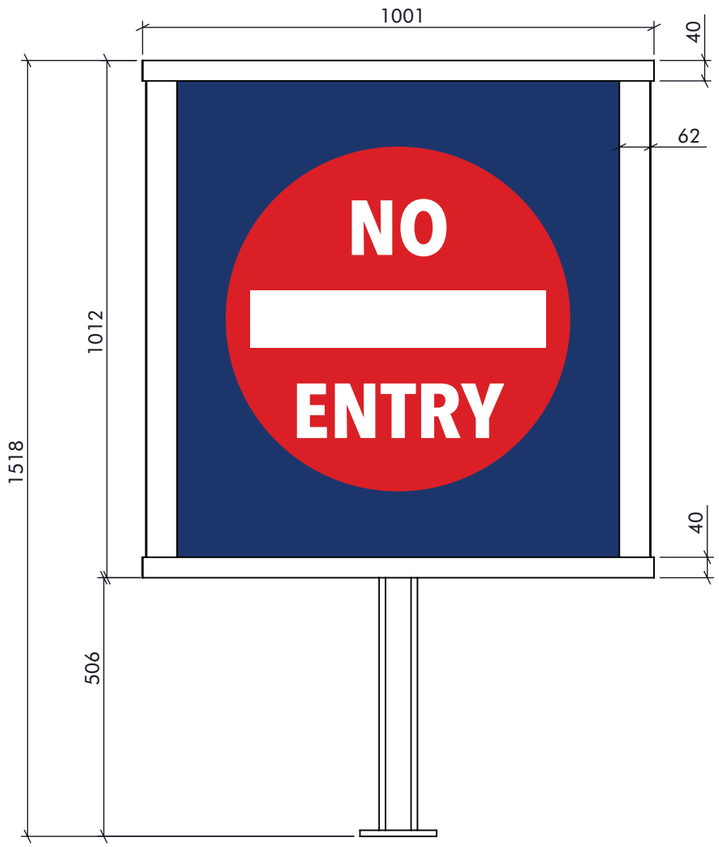
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emSIGNS BUILDING A LASTING IMAGE

This is page number 285 of the Business paper presented to the Ordinary Meeting of the Council 27th November 2025

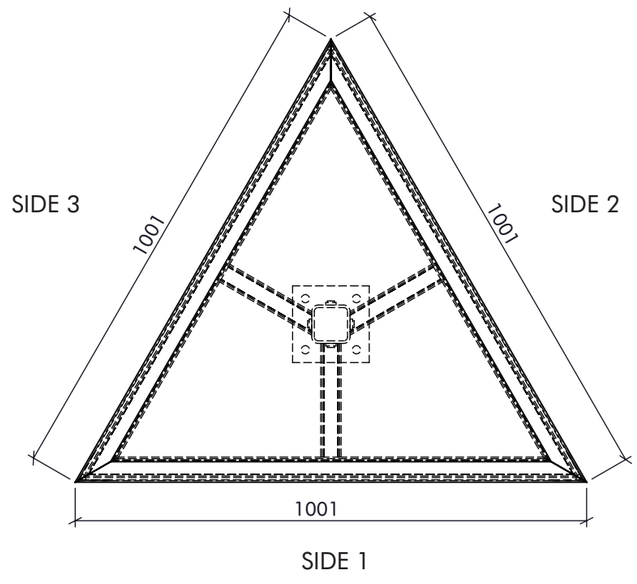
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SIGN NAME: TRIANGLE EXIT (ILLUMINATED)



HAY SHIRE COUNCIL
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

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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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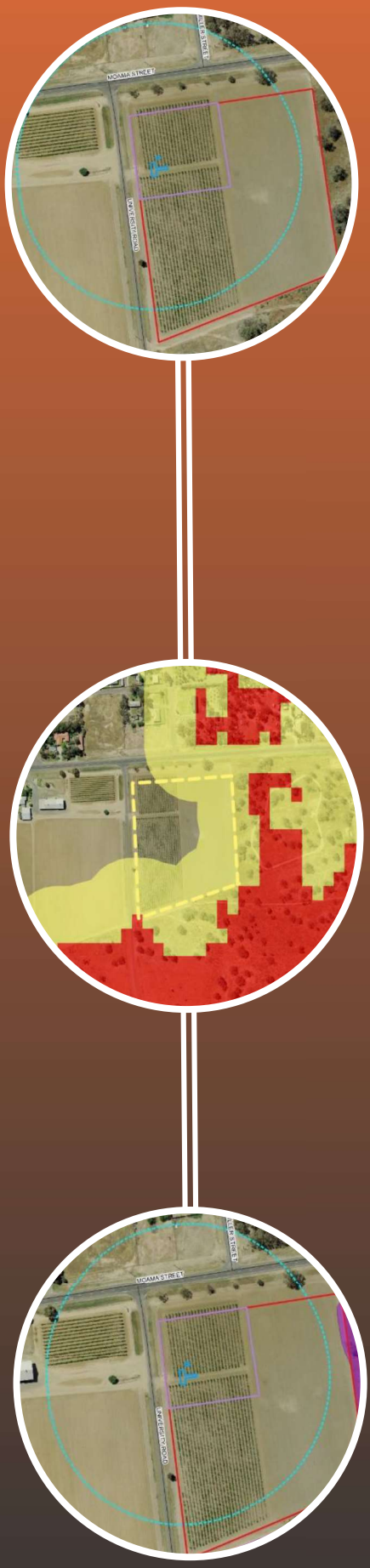
ATTACHMENT B

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

www.bushfirehazardsolutions.com.au

SILVER MEMBER
Fire Protection Association Australia

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9.0 Recommendations 17

10.0 Conclusion 18

11.0 Annexure 19

- List of referenced documents and attachments
- Attachments

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This report has been prepared as a submission document in support of a development application to Council and in instances may rely upon information provided by a number of external sources including Councils, State Government Agencies and it is assumed that the information provided was accurate at the time. This report cannot be relied upon for commencement of works or construction until such time as it has been endorsed or otherwise included within the consent conditions issued by Council as part of the DA determination.

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.

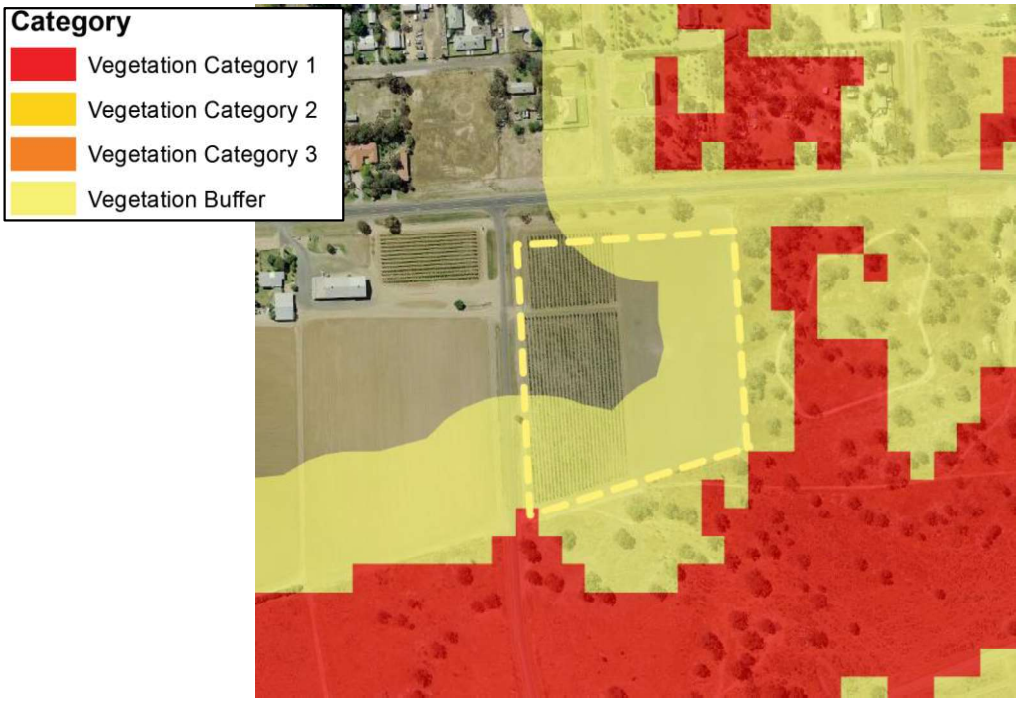


Figure 01: Extract from Hay Shire Council's Bushfire Prone Land Map

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

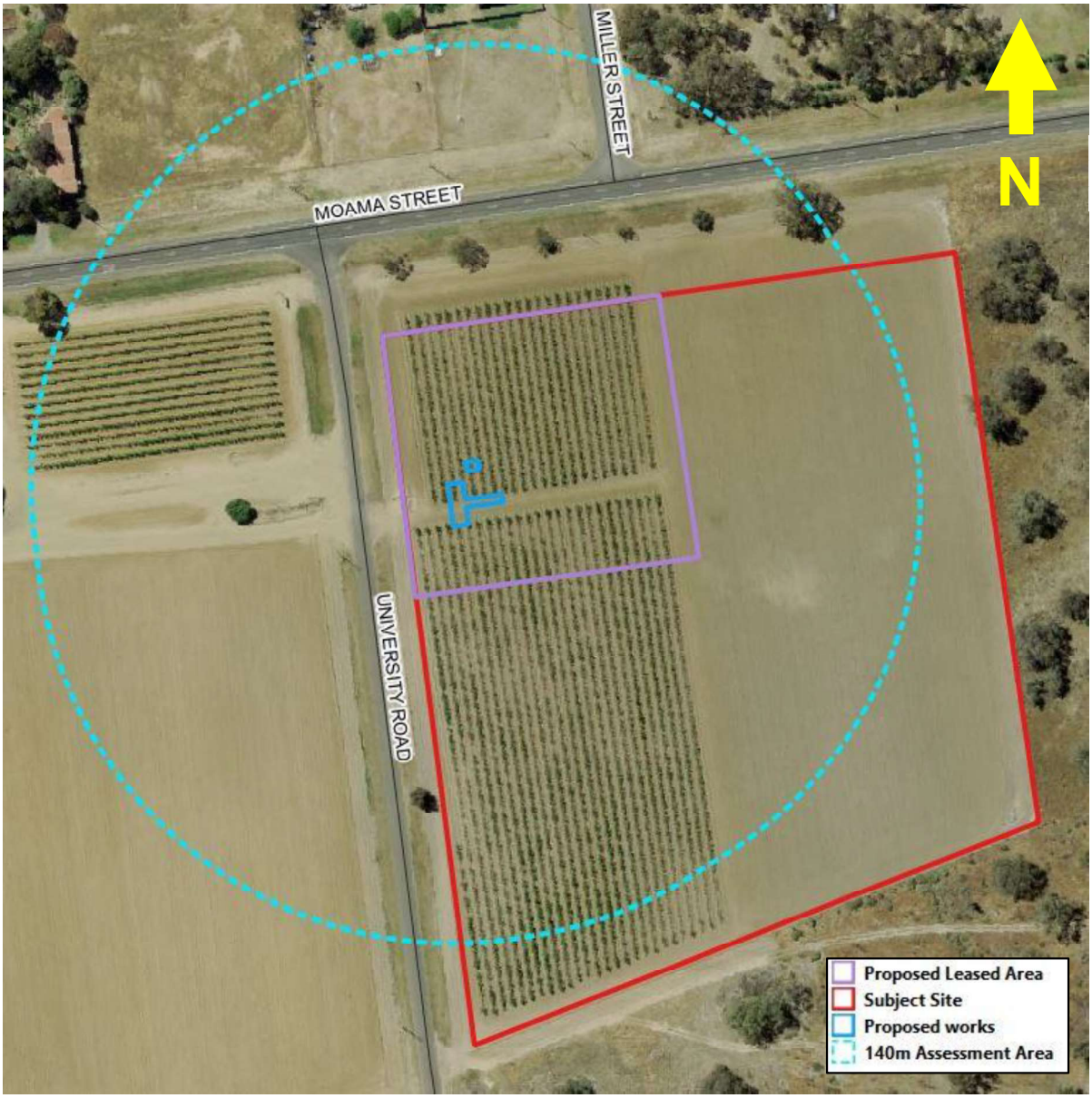


Figure 02: Aerial view of the subject area courtesy Nearmap

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

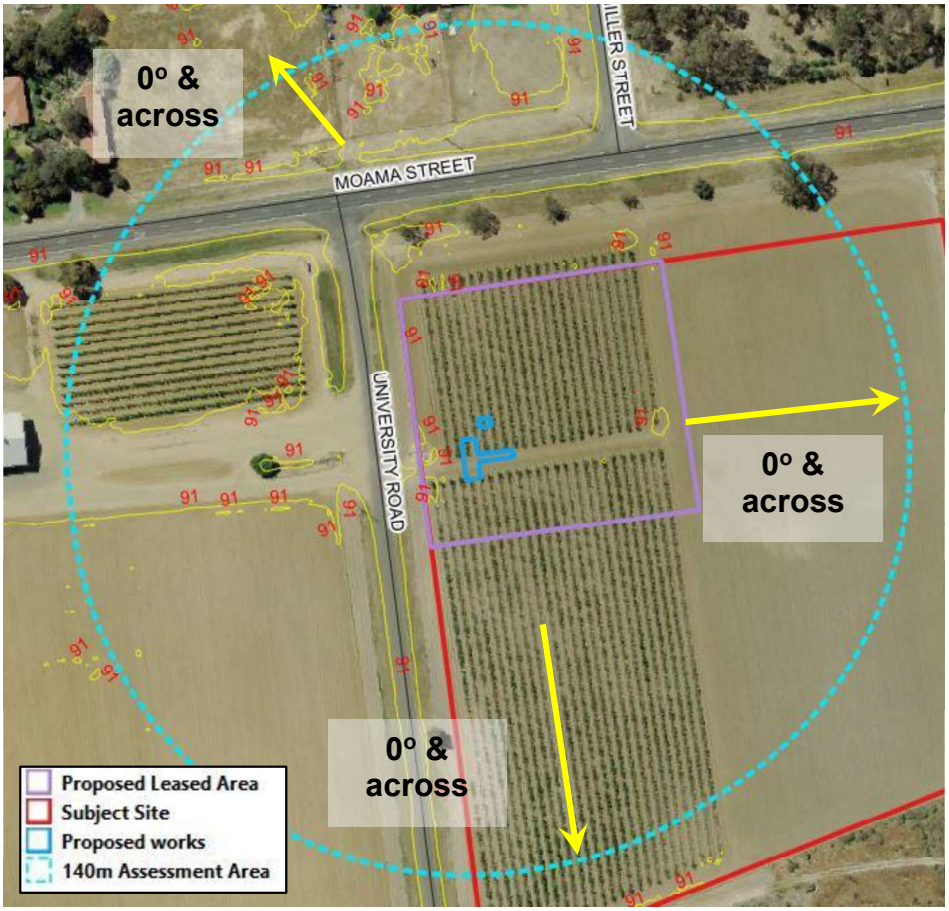


Figure 05: Extract from ELVIS – Geoscience Australia (1m contours)

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:

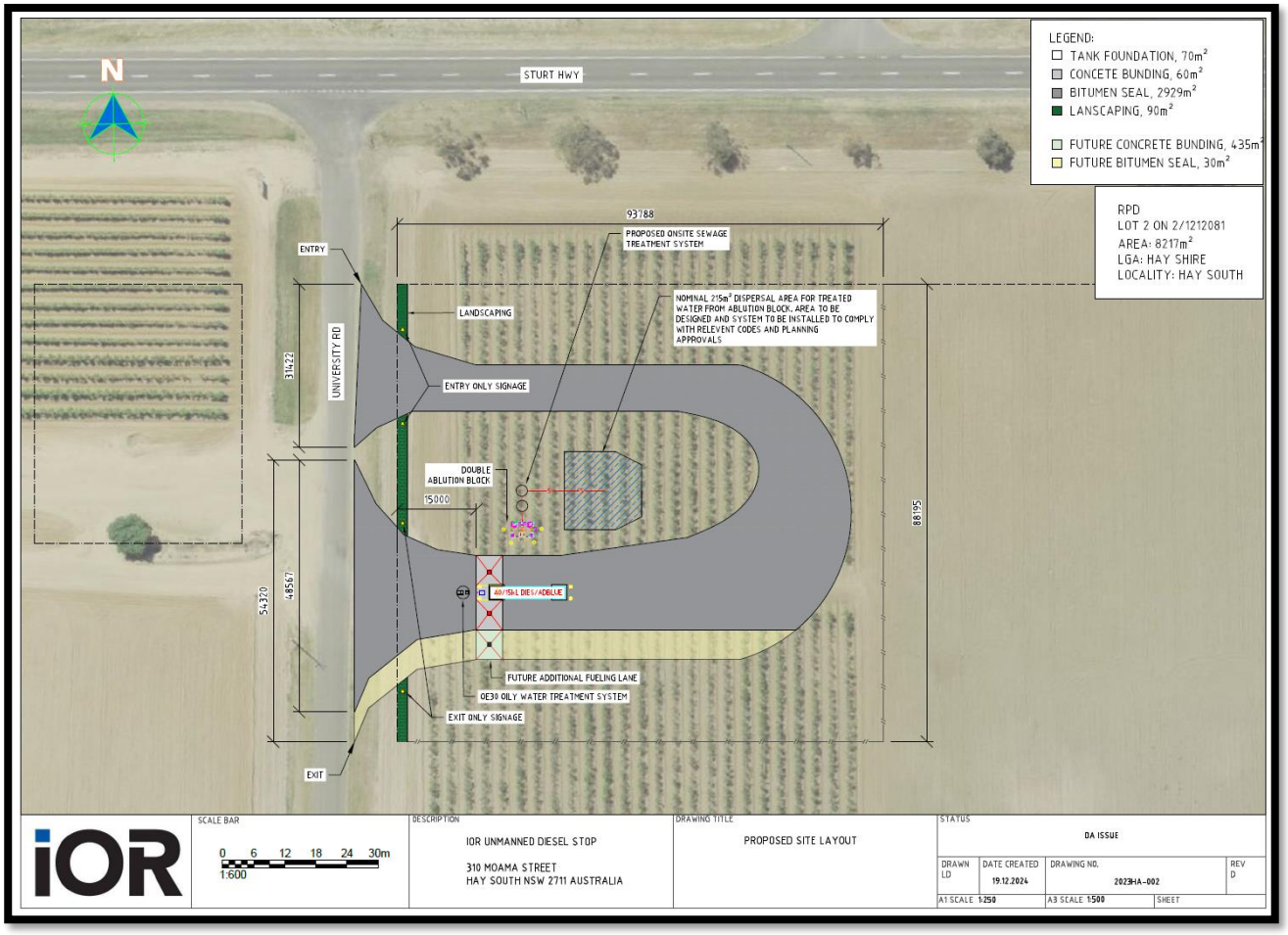
   - *For information on the ROL process and to lodge an ROL application, please visit: https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/road-occupancy-licences*
   - *The applicant will need to create an account (this may take a few days to register), prior to submitting 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.

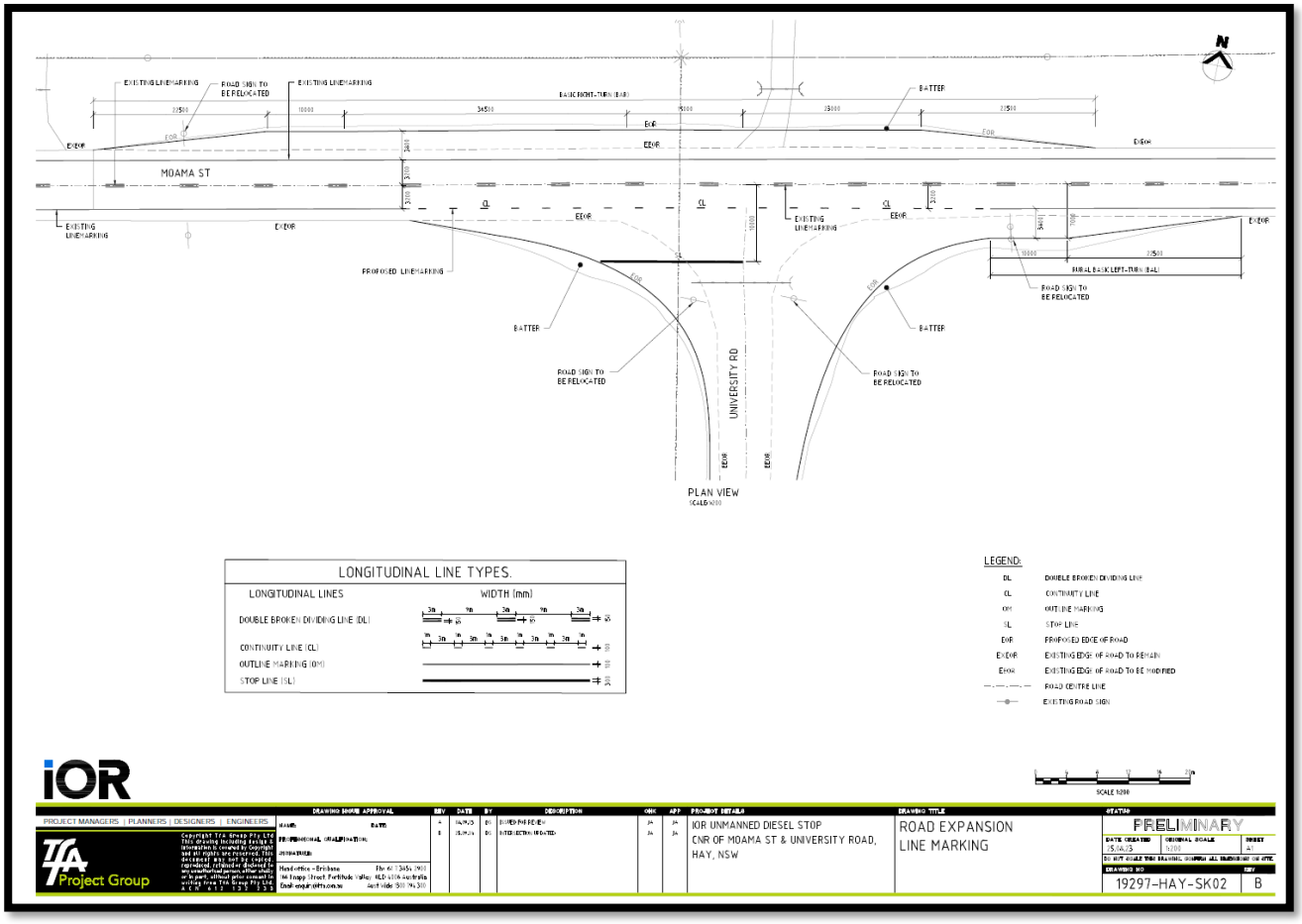
Transport for NSW

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

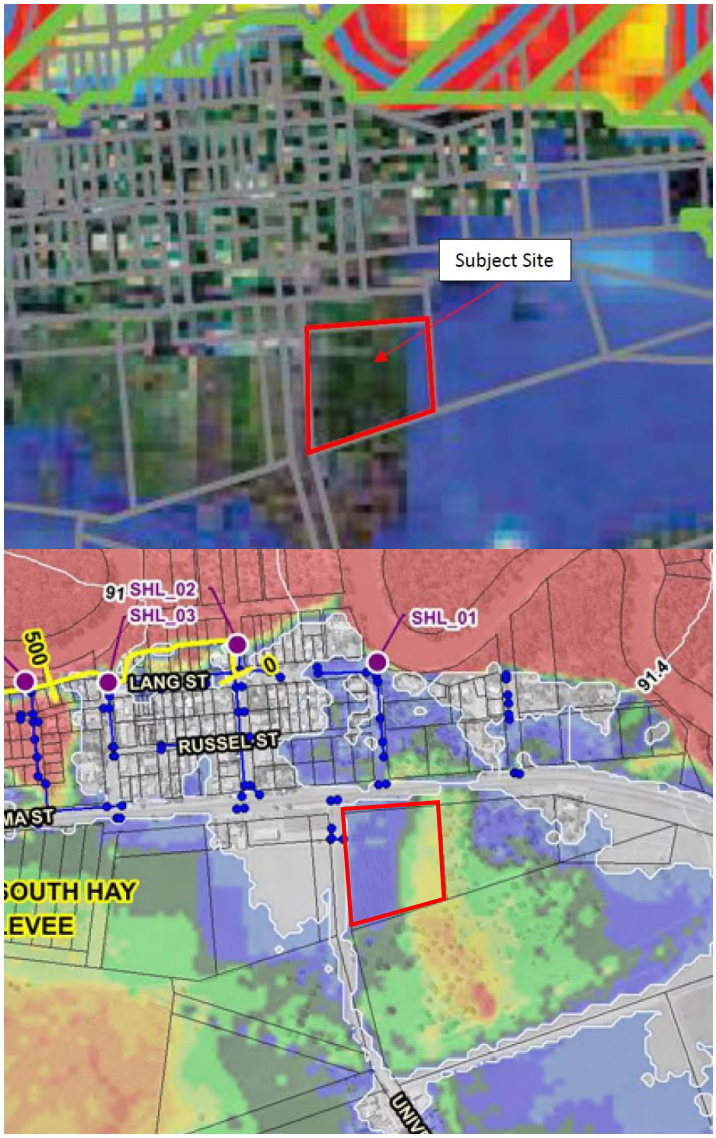
ATTACHMENT A Detailed advice on DA2024-67 - Service station, 310 Moama St, Hay

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



[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

3rd November 2025

Hay Shire Council
0 5 NOV 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.

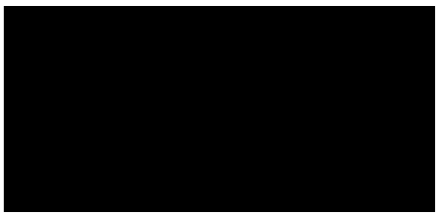
I gather this has been a long standing process by IOR who leased the block of land in 2016 and purchased it in 2019, the same year David Webb became General Manager. I acknowledge it is unfortunate for IOR who have spent a lot of time and money to get to this point but please understand and respect that 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).

TfA Project Group
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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.

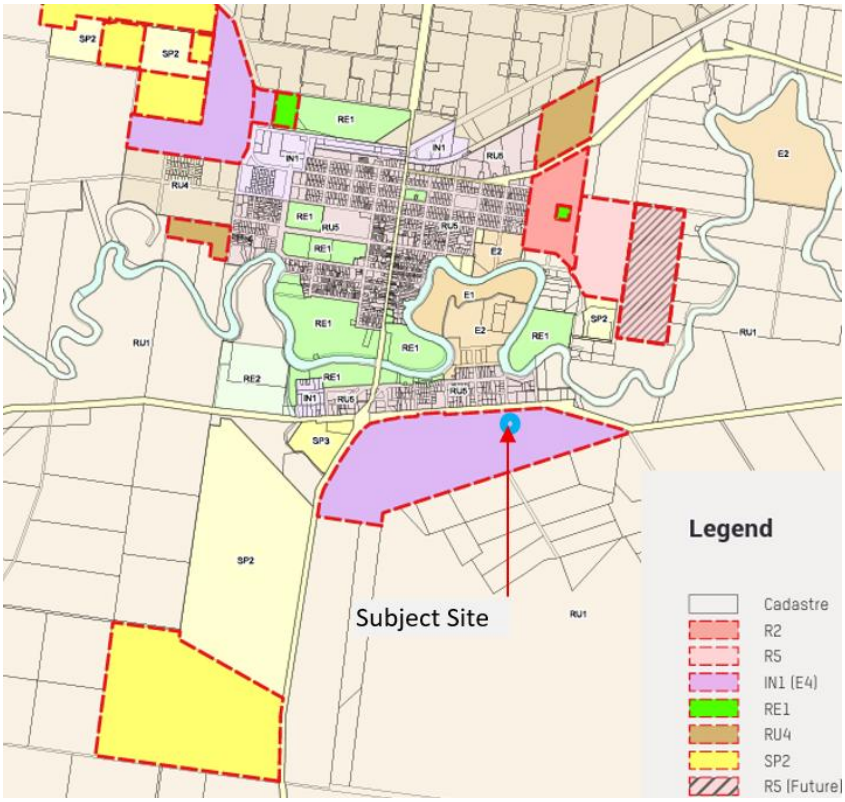


Figure 1: Hay Structure Plan Proposed Zones (Source: Hay Shire Council)

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

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Document Control

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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.

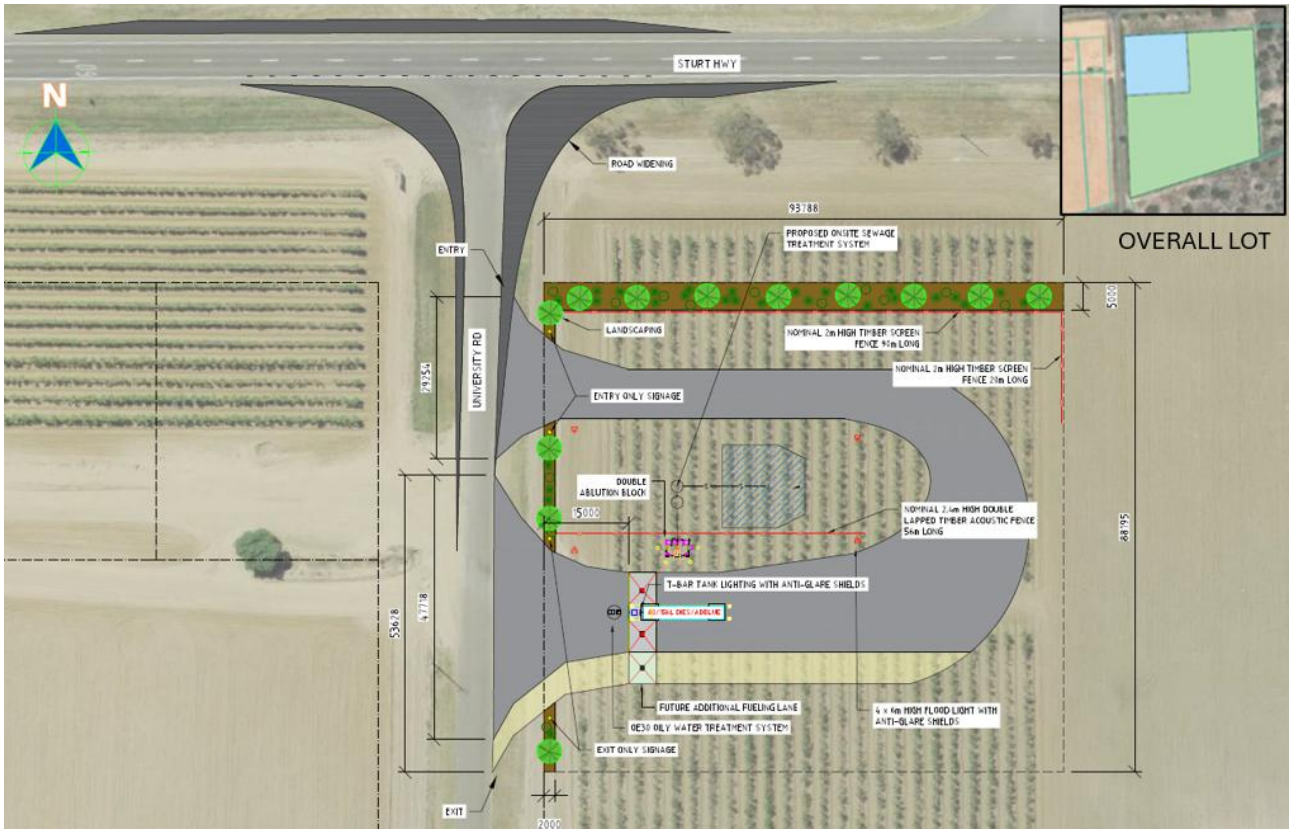


Figure 1: Development Scope of Works – Proposed Unmanned Refuelling Facility (Source: IOR)

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.

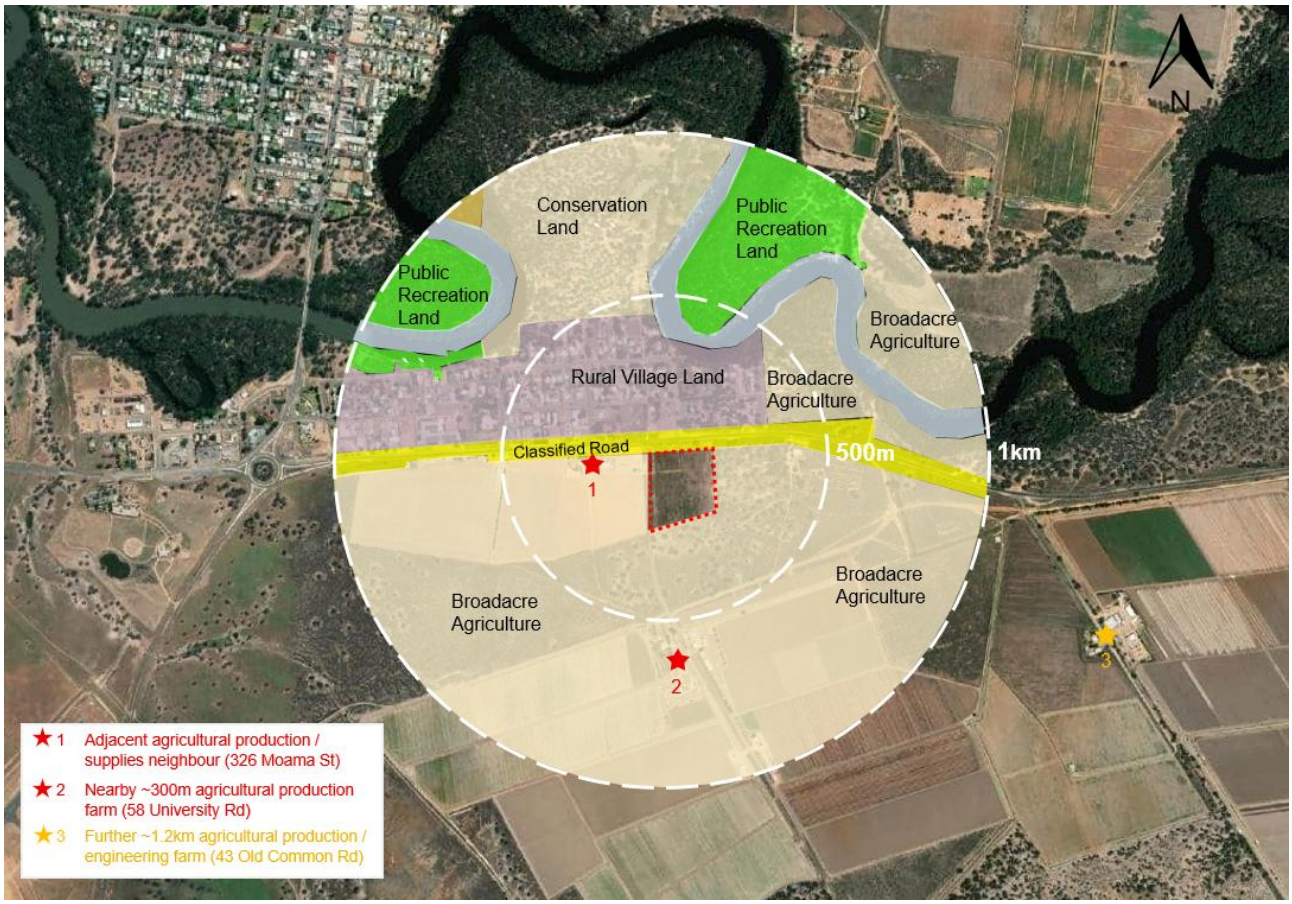


Figure 4: Surrounding Land Uses (Source: Nearmap, Google)

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.

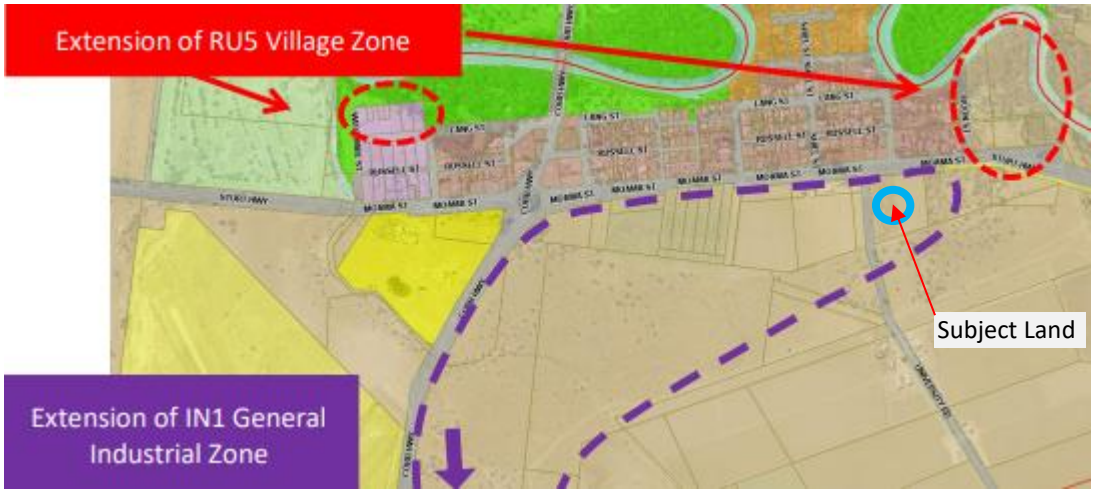


Figure 5: Extract from Hay LSPS – Site highlighted in blue (Source: HSC)

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.

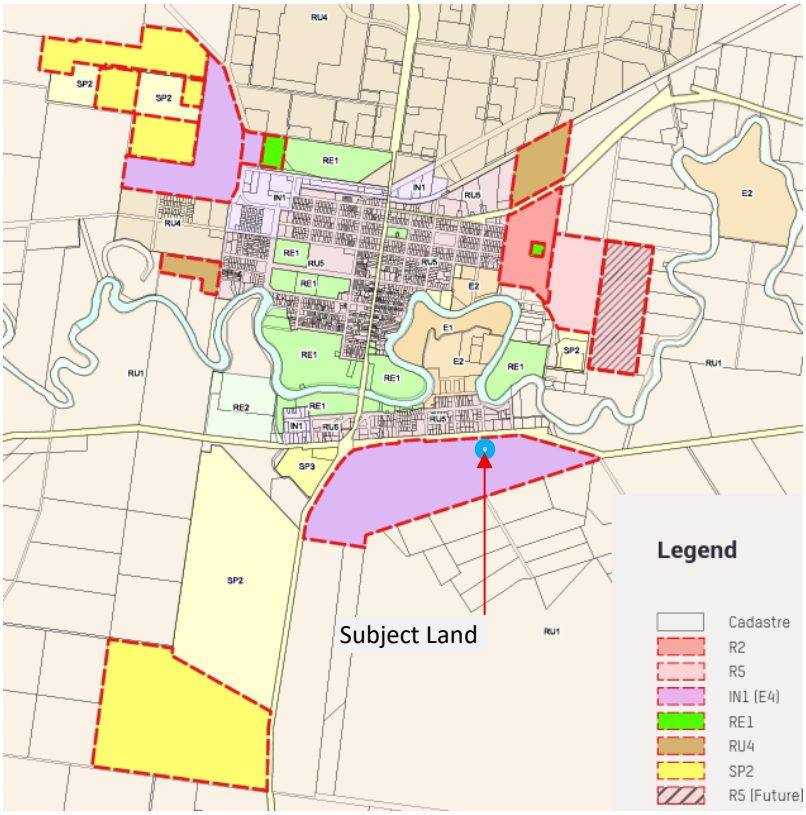


Figure 6: Hay Structure Plan Proposed Zones (Source: Habitat, HSC 2022)

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.

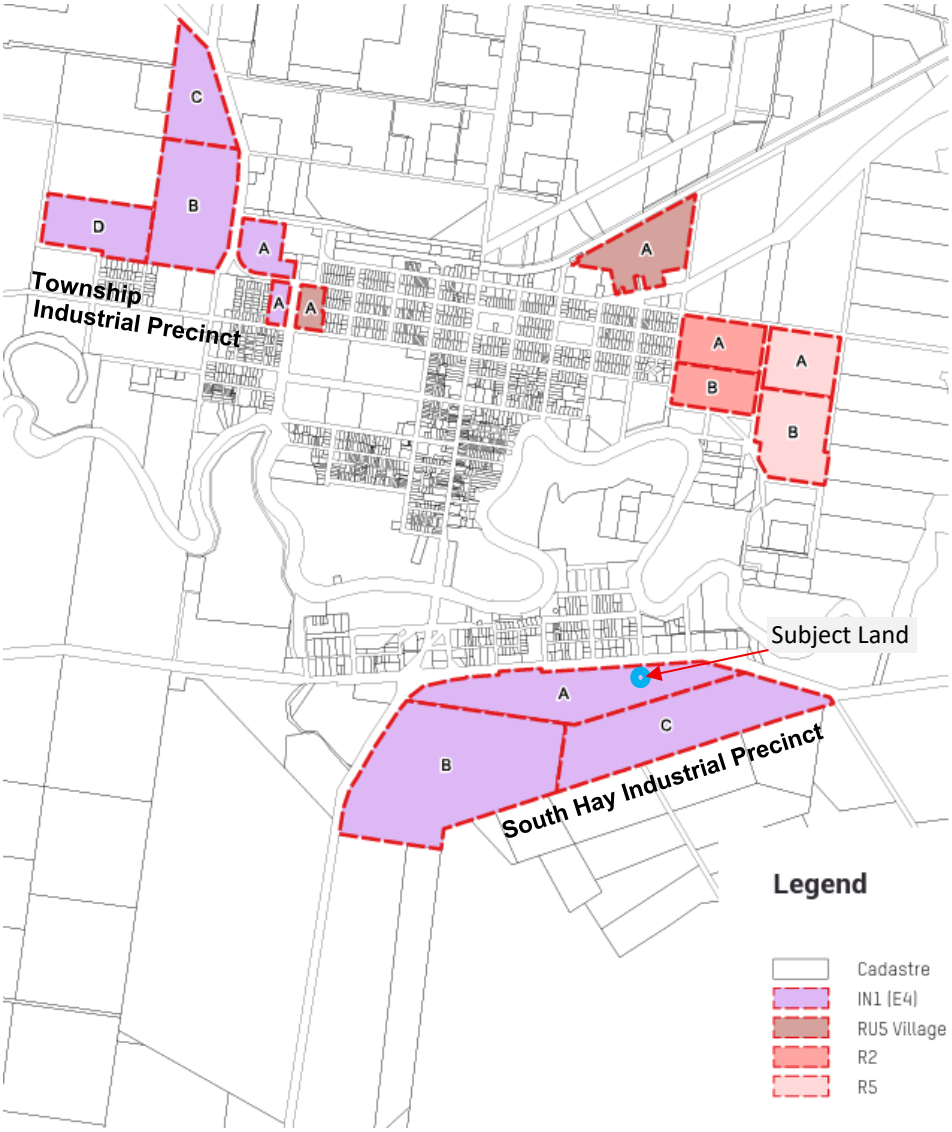


Figure 7: Hay Structure Plan Proposed Industrial Zoning and Staging (Source: HSC 2022)

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

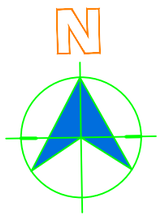
L Parker

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

Attachment K



ADDITIONAL 2x LARGE NATIVE FEATURE TREES, EVENLY SPACED FOR IMPROVED SCREENING AND STREETSCAPE ALONG MOAMA STREET

WIDENED GARDEN STRIP TO 5m & GREATER NUMBER OF GROUNDCOVERS/SHRUB VARIETY FOR IMPROVED LANDSCAPE OFFER

NEW NOMINAL 2m HIGH TIMBER SCREEN FENCE 90m LONG TO PROVIDE EFFECTIVE SCREENING

NEW NOMINAL 2m HIGH TIMBER SCREEN FENCE 20m LONG TO PROVIDE FURTHER SCREENING TO MOAMA ST

NEW NOMINAL 2.4m HIGH DOUBLE LAPPED TIMBER ACOUSTIC FENCE 56m LONG TO PROVIDE EFFECTIVE NOISE MITIGATION

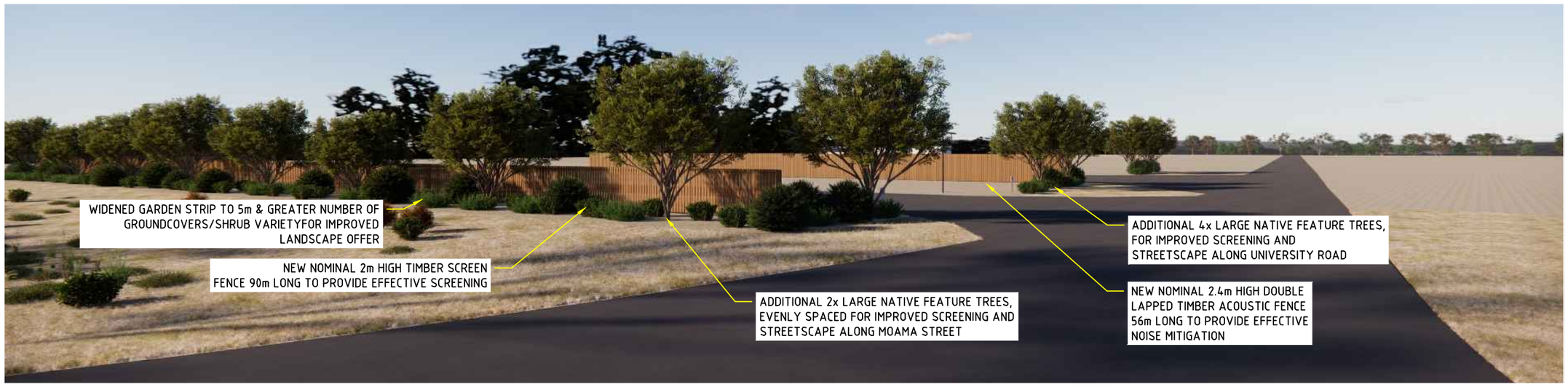
UNIVERSITY RD

ADDITIONAL 4x LARGE NATIVE FEATURE TREES, FOR IMPROVED SCREENING AND STREETSCAPE ALONG UNIVERSITY ROAD

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

OUT25/14030

Hay Shire Council
PO Box 141
Hay NSW 2711

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

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

REPORTING OFFICER	Executive Manager - Planning and Compliance
ATTACHMENTS	A. Development Application

INTRODUCTION

Hay Shire Council received an application to erect 1.8m high, silver corrugated front fence at 386 Russell Street, South Hay (Lot A DP 163228).

Owner:	G P Graetz
Applicant:	Georgia Graetz
Zoning:	RU5 Village
Use:	Residential
Site Area:	Lot is 828.3m²



Aerial photo of 386 Russell St (Lot A DP 163228) and surrounds



View facing west, from front of 386 Russell St, Hay – Surrounding fences

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.

<u>Planning Controls</u>

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 area is considered a low-traffic area, being a one-way street and no footpath infrastructure. The area is industrial in nature, with surrounding properties also having higher fences.

Site Suitability

The site is an established residential block, with the house placed at the rear of the block, resulting in the front yard also acting as a backyard.

Submissions

The application was notified to four surrounding neighbours, with no comments received.

Public Interest

This proposal is in the public interest, it provides a barrier between the street and this residential block and has no negative impact on neighbours or the public.

Policies

- Fencing Policy

Council's Fencing Policy states the following:

Residential – Zone RU5:

- *Front fence – Maximum height 1.2m*

The proposed front fence is not consistent with this policy due to its height being over 1.2m however given the locality of this block and its surrounds, it has little to no 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 Dividing Fences Act 1991 No 72
POLICY IMPLICATION	Fencing Policy
ASSET IMPLICATION	N/A
RISK IMPLICATION	N/A

RECOMMENDATION

DA2025-53 for 1.8m Front Fence at 386 Russell St, South Hay be approved 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, street lights, 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.*

Pre-Lodgement Application Form

HAY SHIRE COUNCIL

Portal Application number: PAN-571274

Applicant contact details

First given name	Georgia
Other given name/s	
Family name	Graetz
Contact number	[redacted]
Email	[redacted]
Address	[redacted]
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	[redacted]
Email Address	

Development details

Application type	Development Application
Site address #	1
Street address	386 RUSSELL STREET HAY SOUTH 2711
Local government area	HAY
Lot / Section Number / Plan	A/-/DP163228 ☑
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

Proposed development

Selected common application types	Alterations or additions to an existing building or structure
Selected development types	Fences
Description of development	Application for front fence of property Applying for approval of 6ft fence non see through made of corrugated iron. Fence will run along already existing fence line 20m in length Reasons for application: 1-house situated next to crighton's industrial building yard in which fence is at 6 ft. 2- fencing across the road is at 6ft (caravan park) which is opposite the proposed front fence. 3- due to high number of foot traffic down Russell street from hay south pub, would like privacy and security
Dwelling count details	
Number of dwellings / units proposed	1
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?	$1,500.00
Estimated development cost	$1,500.00
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
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?	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?	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:	Development that is wholly residential

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	Georgia
Other given name(s)	
Family name	Graetz
Contact number	[redacted]
Email address	[redacted]
Billing address	[redacted]

Application documents

The following documents support the application.

Document type	Document file name
Site Plans	Site plans
Statement of environmental effects	Statement of Environmental Effects copy

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 (SEE)
Council: Hay Shire Council
Proposed Development: Construction of a 1800mm high front boundary fence (20 m in length)
Address: 386 Russell Street
Applicant: Georgia Graetz
Date: 13/10/2025

1. Introduction
This Statement of Environmental Effects accompanies a Development Application submitted to Hay Shire Council for the construction of a new front boundary fence at 386 Russell Street. The proposal seeks to improve privacy, security, and the visual appearance of the property while remaining consistent with the character of the surrounding residential area and the objectives of the Hay Local Environmental Plan 2011 (LEP) and Hay Development Control Plan (DCP).

2. Site Description
The site is zoned R1 – General Residential under the Hay LEP 2011. It has a frontage of approximately 20 metres to Russell Street and is currently occupied by a single dwelling. The surrounding area is characterised by a mixture of low and medium-height fencing, a 1800mm fence opposite the property and adjacent to the property.

3. Description of the Proposal
The proposal involves construction of a new 1800mm high front boundary fence with a total length of 20 metres. The fence will be constructed using silver corrugated iron panels with black steel posts. It includes a sliding driveway gate and a pedestrian gate, both designed for easy access to the water metre and electricity gauge.

5. Environmental Effects
a) Streetscape and Visual Impact: The fence design complements the surrounding residential character, using neutral colours and quality materials.
b) Privacy and Amenity: The proposed height provides enhanced privacy without overshadowing or adversely affecting neighbouring properties.
c) Traffic and Safety: The fence and gates maintain visibility for vehicles and pedestrians at access points.
d) Heritage: The site is not a heritage item and is not located in a conservation area.
E) Flora and Fauna: No vegetation removal is required.
g) Construction Impacts: Works will be temporary and comply with standard hours and noise regulations.

6. Conclusion
The proposed 1800 mm high silver corrugated iron front fence with black steel posts, sliding driveway gate, and pedestrian gate at 386 Russell Street represents a modest and appropriate improvement to the property. The design aligns with the objectives of the Hay Local Environmental Plan 2011 and Hay Development Control Plan. The proposal will enhance privacy, security, and streetscape appeal without causing adverse impacts.

PLAN A



C4 - SW REZ Update – November 2025

REPORTING OFFICER	Executive Manager Economic Development and Tourism
ATTACHMENTS	- Community Benefit Framework, V2 dated 14 November 2025 - Renewable Energy Position Statements, V5 14 dated November 2025 - Renewable Energy Benefit Fund Committee Terms of Reference, V2 14 dated November 2025

INTRODUCTION

At the September 2025 Councillor Development Session, Exec Manager Economic Development and Tourism presented draft iterations of the following documents

I. Community Benefit Framework
II. Renewable Energy Benefit Fund Committee Terms of Reference
III. Renewable Energy Position Statements

Since the workshop, the documents have been reviewed by legal counsel and synthesised with Edward River Council. This process has ensured a consistency of approach to the Planning Agreement process to deliver optimal outcomes for the community.

The final documents are attached to this report for Council review and adoption.

COMMENTARY

Community Benefit Framework

The NSW Government requires renewable energy developers operating within Renewable Energy Zones (REZs) to provide community benefit sharing as part of project approvals. These funds are generally administered through Planning Agreements (PAs) under Environmental Planning & Assessment Act 1979, guided by the NSW Community Benefit Sharing Guidelines (2024).

Hay Shire Council is currently engaging with developers in the South West REZ and anticipates receiving community benefit contributions through:

- Planning Agreements (monetary or in-kind)
- NSW Government Community Benefit Fund allocations (Access Rights Funds/Community Benefit and Employment Program (CBEF))
- Direct developer contributions (e.g., scholarships, sponsorships, infrastructure)
- Access Rights Tender Commitments

The creation of a Community Benefit Fund Framework will ensure that Council has a structured mechanism to manage these funds in line with community priorities, legislative requirements, and Council's strategic planning objectives.

The Framework identifies priority outcomes: legacy housing, skills/education, health/childcare, climate resilience/circular economy, primary production, First Nations partnerships, infrastructure, economic diversification, and visitor economy

Financial Implications

The Framework will manage funds contributed by renewable energy developers and other sources. It is anticipated that no direct financial contribution from Council is required beyond administrative support. Governance and reporting arrangements will minimise risk and ensure responsible use of funds.

Risk Assessment

Without a framework:

- Funds may be distributed inconsistently or without transparency.

- Council may face reputational risks and loss of community trust.
- Opportunities for leveraging funds against government grants may be missed.

With a framework:

- Clear, equitable, and transparent processes.
- Strong governance reduces risk of mismanagement.
- Community confidence is strengthened.

Renewable Energy Position Statements

The Hay Shire Council Renewable Energy Position Statements provide a consistent position on areas of impact and/or importance to the community of Hay Shire Council. The Position Statements set consistent expectations for project proponents, Community and Council throughout the lifecycle of major projects from planning, construction, operation, decommissioning, monitoring and reporting phases.

These statements are designed to support and inform the Conditions of Consent mandated by the Department of Planning, Housing and Infrastructure (DPHI), and for use in discussions and negotiations between Council, government agencies and project proponents.

The Position Statements are supported by a Community Benefit Framework and the Renewable Energy Benefit Fund Committee Terms of Reference

The Position Statements expand on the community consultation around the SW REZ, reflected in the *Fundamental Principles of successful Renewable Energy Development in Hay, The Regional Drought Resilience Plan* and the ongoing work of the *Hay 10 Year Economic Transition Roadmap.*

Council has recognised the importance of establishing a clear, consistent and transparent position in relation to renewable energy development. Position Statements have therefore been prepared to articulate Council's expectations and requirements across the lifecycle of projects – from planning and assessment, through construction and operation, to decommissioning and rehabilitation.

The Position Statements cover the key areas of:

- Community Benefit
- Community Engagement
- Transport
- Water
- Waste
- Housing and Accommodation
- Health and Emergency Services
- Workforce Development and Education
- Decommissioning and Rehabilitation
- Economic Development
- Complaint and Feedback Management
- Cultural Heritage
- Risk Management

The Renewable Energy Position Statements support the Community Benefit Fund Framework by providing Council's clear and consistent stance on key areas of community interest and impact, ensuring that negotiations with developers and Government are guided by established principles.

While the Framework sets out the strategic and procedural foundation for managing community benefit funds, the Position Statements articulate Council's policy expectations. Together, they ensure that the benefits secured through Planning Agreements and other mechanisms are not

only transparent and strategically managed but also aligned with the community's priorities and Council's adopted policies.

This alignment strengthens Council's negotiating position, embeds accountability, and ensures that community benefit outcomes deliver long term inter generation benefits for the Hay Community.

Financial Implications
The Position Statements themselves do not create financial obligations. They guide negotiations with Developers and Government to secure funding and benefits for the community, including through Planning Agreements, Access Rights Funds and Access Rights Tender Commitments

Risk Assessment
Without Position Statements:
- Inconsistent and reactive approach to negotiations.
- Increased risk of projects proceeding without alignment to local priorities.
- Weaker Council position in managing impacts or advocating for community benefit.

With Position Statements:
- Clear, consistent guidance to developers and government.
- Alignment between consent conditions and Council policy.
- Improved community confidence in Council's leadership and advocacy.
- Provide guidance in maximising opportunities for both Council and the community

Renewable Energy Benefit Fund Committee
The REBFC will function as an advisory committee to Council, with the purpose of making recommendations on the allocation, monitoring, and reporting of renewable energy community benefit funds.

The Framework sets the rules, principles, and expectations for how community benefit funds are secured, managed, and allocated (e.g., contribution levels per MW, priority objectives like housing, childcare, education, health, First Nations partnerships).The REBFC is the governance mechanism created under the Framework to ensure these funds are allocated transparently, strategically, and in alignment with Council's adopted objectives.

The Position Statements articulate Council's policy stance and expectations on specific issues related to renewable energy developments and provide the policy lens against which the REBFC assesses and recommends projects.

In practice, when Planning Agreements are negotiated, the Position Statements set the baseline requirements, while the Framework ensures funds are channelled correctly, and the REBFC provides oversight and guidance on allocations to ensure they are transparent, and community endorsed.

Financial Implications
Administrative support from Council and sitting fees for members to be funded from Renewable Energy Planning Agreements.

Risk Assessment
Without the REBFC
- Risk of fragmented or non transparent allocation of funds.
- Reduced community confidence in benefit-sharing.
- Missed opportunities for alignment with strategic priorities.

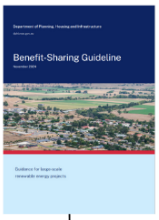
With the REBFC
- Transparent, inclusive, and strategic allocation of funds.
- Stronger governance and accountability.
- Improved alignment with Council and community priorities.

Relationship between Community Benefit Framework, Position Statements REBFC, Developers, Council, Community and Government

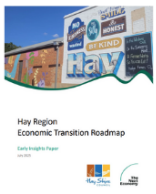












Community interacts here via ongoing community consultation

Community Benefit Framework
(Strategic & Procedural Foundation)

Renewable Energy Position Statements
(Council's Policy Expectations)

NSW Govt interacts here
Conditions of Consent /EP&A Act/Access Fund

Developers interact here
Provide contributions via Planning Agreements or other benefits

Planning Agreements
Access Funds
Other Community Benefits

Council interacts here
Negotiates PAs, manages funds, ensures reporting

Community interacts here
Feedback on PA

Renewable Energy
Benefit Fund Committee (REBFC)
(Governance & Delivery Oversight)

Community interacts here
Representation on REBFC, benefits from projects

Council interacts here
Endorsement of REBFC recommendations

Feedback & Monitoring
(Outcomes reported via IP&R, informs future Position Statements)

Council interacts here
Delivers legislative requirements

Community Legacy Outcomes
- **Funded Community Projects**
- **Annual Reporting (IP&R)**
- **Strategic Alignment with Council Plans**
- **Enduring Community Benefits**

Council interacts here
Delivers Community Benefit

Development of Community Benefit Framework and Position Statements

Research and Benchmarking:
Reviewing renewable energy frameworks from other NSW, QLD and VIC councils: Dubbo, Armidale, Edward River, Murrumbidgee, Mid Western, Tamworth, Banna Shire, Western Downs, South Gippsland and Moyne Shires.
Review of state WA Community Benefits Guidelines for energy projects

Legislative Alignment:

- Environmental Planning & Assessment Act 1979 (Sections 7.4, 7.5)
- NSW Community Benefit Sharing Guidelines 2024
- Local Government Act 1993 (Advisory Committees)
- Council's Community Strategic Plan 2025–2035
- Electricity Infrastructure Investment Act 2020

Drafting of Framework, Position Statements and Renewable Energy Benefit Fund Committee Terms of Reference (ToR):
Consultation and Integration

- Internal review with senior staff to align Framework, Position Statements and ToR with adopted Council policies and strategies.
- Cross-checking with DPHI consent conditions to identify areas where Council requires commitments and inclusion in the following mandated plans and strategies to be delivered by Developers:
    1. Biodiversity Management Plan
    2. Bird and Bat Adaptive Management Plan
    3. Aboriginal Cultural Heritage Assessment Report (ACHAR)
    4. Heritage Management Plan
    5. Transport Strategy
    6. Traffic Management Plan
    7. Fire Safety Study
    8. Emergency Plan
    9. Accommodation Camp Management Plan
    10. Accommodation and Employment Strategy
    11. Rehabilitation Plan (Accommodation Camp & Site)
    12. Noise Management and Monitoring Programs
    13. Waste Management Plan
    14. Water and Soil/Erosion Management Measures
    15. Decommissioning and Rehabilitation Plan (full site)

- Preliminary discussions with industry proponents to signal Council's intent to use Position Statements, extrapolated from community consultation as a basis for negotiations.
- Integration into upcoming planning agreements, ensuring Council and community priorities are embedded in formal commitments.

South West Renewable Energy Zone- current status of projects

Current Projects

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 PA and Community Benefit discussion
Bay-We (Hay, Edward River)	Bullawah Wind Farm	46-48	262.3 MW	Wind	180	35 jobs	PA and Community Benefit discussion
Non REZ Access Developments							
Goldwind (Hay, Edward and Murray)	Baldon Wind Farm	162	1000MW	Wind BESS	-	-	Assessment Letter of Offer discussion
Neoen	Tchelery Wind Farm	74	577MW	Wind BESS	-	-	Response to Submission Letter of Offer discussion
Metlen	Hay Sun Farm		30MW BESS 110MW Solar	Solar and Bess	-	-	APPROVED. (2017)

. **RELEVANCE TO STRATEGIC COMMUNITY PLAN**	**B. Liveable and vibrant community** *B3 Our community has access to a range of employment opportunities* B3.1 Develop skilled labour force to meet community needs B3.2 Promote inclusion of all abilities workers in the business community B3.3 Advocate, support, and seek partnerships with providers to generate more options and scope for all levels of education

	B4 All cultures are strong, well supported and flourishing B4.1 Ensure services are accessible to all groups in our community B4.2 Support cultural programs and initiatives, including First Nations B4.3 Promote inclusion in the community **C Economic prosperity and sustainability** *C1 Our community welcomes new and innovative industry to support our future* C1.1 Create a better business environment C1.2 Boost demand for products and services from Hay C1.3 Facilitate growth industries C1.4 Nurture and support the development and expansion of local industries *C2 Our community values its history and tourism* C2.1 Actively identify promote and enhance tourism initiatives C2.2 Promote accommodation and camping facilities C2.3 Showcase our open space, recreation and cultural facilities *C3 We have the capacity to hold numerous events and activities* C3.1 Promote events and activities C3.2 Promote our capacity to stage events *C4 Our Community is innovative and adaptive* C4.1 Identify opportunities to grow the agriculture sector C4.2 Improve connectivity in the community C4.3 Continue to seek investment in our community from State and Federal Government C4.4 Support education and training initiatives
FINANCIAL IMPLICATION	- Minimal impact/requirement on Council budget - Significant opportunity for Hay community
LEGISLATIVE IMPLICATION	- Environmental Planning & Assessment Act 1979 - Local Government Act 1993 - Electricity Infrastructure Investment Act 2020 - NSW Community Benefit Sharing Guidelines 2024
POLICY IMPLICATION	- Community Strategic Plan 2025-2025 - Fundamental Principles of successful Renewable Energy Development in Hay - The Regional Drought Resilience Plan - Planning Agreements Policy - Asset Management Policy and Strategy - Code of Conduct for Councils in NSW - Community Engagement Strategy and Participation Plan - Investment Attraction Strategy - Risk Management and Policy Strategy - Waste Management Strategy - Circular Economy Strategy
ASSET IMPLICATION	- Minimal – as any community project will consider any ongoing asset management implications and Council's Asset Management Plans
RISK IMPLICATION	- Low risk to Council and the community if managed in accordance with the proposed Community Benefit Framework

RECOMMENDATION

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

HAY SHIRE COUNCIL

RENEWABLE ENERGY COMMUNITY BENEFIT FRAMEWORK

Version	Date	Description of change	Author
8	10/9/25	Updated with DW comments	A McLean
9	14/11/25	Review by BAL Lawyers and synthesis with ERC	Alice Meynart Jason Hanke Ali McLean

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1 Framework Objective

The objectives of this framework include:

a) To outline a framework for the use of planning agreements in large scale renewable energy projects
b) To provide a consistent approach to all large scale renewable energy projects proposing to locate within or impact Councils LGA, but also support flexibility to address the varying nature of renewable energy projects, and
c) To facilitate transparency, fairness, accountability and efficiency in the planning agreement process.

This Framework is consistent with the NSW Department of Planning, Housing and Infrastructure, Benefit-Sharing Guideline (November 2024) (**Benefit Sharing Guideline**) and seeks to promote benefit sharing strategies that

a) secure off site benefits for the community for renewable energy development to deliver a future sustainable net community benefit
b) ensure that the wider community share in the benefits resulting from renewable energy development in the Hay LGA.
c) ensure the costs and benefits of renewable energy development will be equitably distributed within the community and inter generationally.
d) ensure that community benefit outcomes are determined and managed through appropriate Council governance process and
e) ensure all contributions – whether made through Planning Agreements or other mechanisms - align with Councils Council's strategic planning, community priorities, statutory obligations.

2 Scope

This Framework

a) applies to the negotiation, preparation and implementation of planning agreements with Council for state significant renewable energy projects.
b) does not limit or fetter Councils duty or discretion to properly determine development applications or planning proposals under the Act
c) is not legally binding on Council and
d) informs Council's approach and position on Community Benefit Sharing associated with Renewable energy projects including solar, wind and battery energy storage systems.

Legislative and Regulatory Framework

Contributions made in connection with developments are governed in New South Wales by EP&A Act, the *Environmental Planning and Assessment Regulation 2021*, and, where relevant, the *Local Government Act 1993*.

Hay Shire Council will use the contributions provisions of the EP&A Act to deliver the objectives of this Framework, primarily through the use of planning agreements.

A planning agreement is an agreement between Council and a developer, who has made a renewable energy development application, under which the developer is required, as a Condition of Consent, to pay a monetary contribution or provide any other material benefit to be used for or applied towards a public purpose.

Other contribution mechanisms, such as Section 7.11 and 7.12 contributions under the EP&A Act, may also apply. It is recognised, however, that these mechanisms are not usually suitable on their own to ensure host communities receive sufficient benefit from renewable energy projects.

Part 9 of the *Environmental Planning and Assessment Regulation 2021* provides requirements relating to the imposition of infrastructure contributions, the preparation, amendment and revocation of Contributions Plans and Planning Agreements. These matters include giving public notice and other procedural requirements.

Renewable Energy Planning Agreements (REPAs), including for developments within the SW REZ, may be utilised to secure contributions for public benefits, including towards public amenities, services, infrastructure, or affordable housing. Planning agreements must be publicly notified to ensure transparency.

Community benefit contributions may also arise through Access Rights Fees paid under the *Electricity Infrastructure Investment Act 2020* and Regulations, coordinated by EnergyCo.

3 Compliance Requirements

The legal and procedural framework for planning agreements in the renewable energy context is set by:

(a) Part 7, Division 7.1, Subdivision 2 of the Act;

(b) Part 9, Division 1 of the Regulation; and

(c) the Practice Note; and

(d) the Benefit-Sharing Guideline.

The above should be read in conjunction with this Framework.

4 Community Benefit Mechanisms

A summary of common mechanisms by which community benefits can be provided in connection with renewable energy developments are set out in the table below.

Mechanism	Type	Governed By	Administered By
Renewable Energy Planning Agreements (REPA)	Council-Managed	EP&A Act 1979; Regulation Practice Note, Benefit Sharing Guideline; Council Policy, this framework	Hay Shire Council
Developer-Managed Benefit Funds	Direct to community	Benefit Sharing Guideline	Renewable Energy Developers
Neighbour and Landholder Payments	Private Agreements	Market-based; Not publicly reported	Project developers
REZ Access Fee Allocations	State-Coordinated (pooled)	Electricity Infrastructure Investment Act 2020	NSW Government (EnergyCo)
REZ Access Rights Tender Commitments	Developer Managed	Electricity Infrastructure Investment Act 2020 (NSW)	NSW Government (EnergyCo)

Pursuant to the Benefit Sharing Guideline as a general guide, the Council expects to administer no less than 85% of the relevant portion of the total benefit-sharing value provided by a developer in connection with a renewable energy development which will be located within, or affect the Council's, LGA via a REPA.

This is consistent with the Benefit Sharing Guideline as it relates to Renewable Energy Developments. This will enable funds to be consolidated from multiple renewable energy projects, allowing the Council to deliver more valuable public benefits.

5 Community Benefit Objectives

Maximising community benefits from renewable energy projects is important because it fosters a more equitable and sustainable energy transition. By sharing the financial and

social gains of projects with the host communities, renewable energy developments can support regional growth and address inequalities.

Planning agreements, made in connection with renewable energy developments, should generally align with Council's Position Statements, The Fundamental Principles of Successful Renewable Energy Development in Hay, the Economic Transition Roadmap (once complete) and the Community Strategic Plan to support outcomes that are:

(a) Enduring – delivering long-term legacies for future generations.
(b) Strategic – aligned with the community's shared priorities.
(c) Coordinated – complementary across multiple projects, where possible, and
(d) Inclusive – geographically and socioeconomically equitable.

Following community consultation, priority public benefits for Hay include:

(a) Legacy Housing
(b) Skills & Education
(c) Health & Childcare
(d) Climate Resilience & Circular Economy
(e) Support for the Primary Production Economy
(f) First Nations Partnerships
(g) Local Infrastructure
(h) Economic development and investment, attraction opportunities and initiatives, and
(i) Visitor Economy & Liveability

6 Community Benefit Funding Expectations

The Council expects planning agreement contributions for large-scale renewable energy projects to be made in accordance with or greater than the rates set out in the Benefit Sharing Guideline.

Contributions provided via a planning agreement should not include any contribution or expenditure which is required to mitigate adverse impacts of a development including (but not limited to), access fees payable under the *Electricity Infrastructure Act 2020,* transport corridors (local and state), host and adjoining landowner payments and similar.

The minimum expected contribution rates for contributions which are to be provided under a planning agreement are those set out in the Benefit Sharing Guideline which , as at the date of this policy, are as follows;

Project Type	Contribution Level
Solar	$850 per megawatt per annum (indexed to CPI)
Wind	$1050 per megawatt per annum (indexed to CPI)
BESS	$150 per megawatt per annum (indexed to CPI) stand-alone battery energy storage systems (BESS) located in a rural zone (i.e. RU1 Primary Production, RU2 Rural Landscape, RU3 Forestry, RU4 Primary Production Small Lots)

Projects that do not offer to make contributions equal to or better then the above rates are unlikely to be considered to be in the public interest and are unlikely to be supported by Council.

The rates above must be adjusted for the change in CPI between the date of the guidelines, being November 2024 and the date that the contributions are paid to the Council.

7 Negotiating a Planning Agreement

Planning agreements are voluntary for all parties. A developer is not required to make an offer, and a planning authority, including Council, is not required to accept an offer.

Generally, when considering planning agreements, Council shall be guided by the following principles:

(a) planning decisions should not be bought or sold through planning agreements. Council should always consider a development proposal on its merits, not on the basis of a planning agreement;

(b) planning agreements should provide for public benefits that have some relationship to the development;

(c) planning agreement should not be used as a means of general revenue raising or to overcome revenue shortfalls; and

(d) value capture should be the primary purpose of a planning agreement.

Ideally, planning agreements should be negotiated before the related development application is determined or the local environmental plan giving effect to the planning proposal is made.

The negotiation process shall be commenced by a developer making an offer to Council to enter into a planning agreement (**Offer**), with the Offer containing:

(a) a description of the applicable land;

(b) a description of the applicable development application or planning proposal;

(c) the nature, extent and timing of development contributions to be made;

(d) whether the application of section 7.11 or section 7.12 or Division 7.1, Subdivision 4 will be excluded, wholly or in part;

(e) if the application of section 7.11 is not to be excluded, whether benefits under the planning agreement are or are not to be taken into consideration in determining development contributions under section 7.11;

(f) whether the application of Division 7.1, Subdivision 4 will be excluded;

(g) how the agreement will be enforced, including what type and level of security is proposed and when; and

(h) any other key terms and conditions proposed for the planning agreement to allow proper consideration by Council.

(i) The Offer must be in writing, addressed to Council and signed by the developer (**Letter of Offer**).

Council shall promptly consider the Letter of Offer having regard to:

(a) the Practice Note, and principally, the Acceptability Test in the Practice Note; and

(b) this Framework; and

(c) the Benefit-Sharing Guideline.

Developers should note Council's default position with respect to core terms of planning agreements is as stated in section 9 of this Framework, although Council acknowledges that some flexibility with respect to these terms may be warranted on a case-by-case basis having regard to the nature of planning agreements and any unique characteristics and circumstances of specific developments and planning proposals.

Council will promptly respond to the Letter of Offer in writing, either:

(a) accepting the Offer; or

(b) rejecting the Offer; or

(c) proposing changes to the Offer.

Council's response shall be unfettered and at its absolute discretion.

It is Council's preference that all negotiations concerning a planning agreement are communicated in writing.

8 Contributions fund

The Council intends to create an internal reserve to receive and hold development contributions. This will enable the pooling and accumulation of contributions received from multiple projects, and the delivery of more significant and enduring public benefits.

The Council will receive and consider recommendations from an advisory committee on what projects should be funded by the contributions before deciding how to spend contributions. More detail regarding the role and nature of the Committee is available in **Renewable Energy Benefit Fund Committee Terms of Reference**

The fund may also be used for administration costs incurred in connection with planning agreements, such as costs of the committee.

9 General Principles for the planning agreement for renewable energy developments

The planning agreement between Council and a developer shall generally include terms reflecting the core matters below:

Proposed Contribution	Benefit-Sharing Guideline to be applied Calculations to refence the installed name plate capacity and projected duration of the development
Upfront Payment	50% of total developer contribution as full security, or combination of upfront payment and security to equal no less than 50%.
Initial Payment Timing (Upfront Payment)	Prior to Commencement of any Construction

Subsequent Payment Timing	Equal annual amounts for remaining payments paid upon anniversary of the initial payment.
Security	Includes security in the form of a rolling 5 year bank guarantee from a reputable institution approved by the Council. In addition, where the proponent owns land on which the development or part of the development will take place, the Council expects the planning agreement to be registered on the title of that land.
Legal Costs for PA development and negotiation	Proponent to pay legal costs associated with advice, negotiation and planning agreement preparation.
CPI Adjusted	CPI adjusted from November 2024 (Benefit-Sharing Guideline release date)
Benefit Sharing between LGA's that share footprint of a project.	Equal share between Councils.

Note:

(a) A planning agreement is to commence on signing. Contribution obligations will not arise unless and until consent is granted and/or financial close is achieved.

(b) Is between the Council and the Applicant for development consent, with the agreement to be novated to the beneficiary of the consent if that entity changes. The Council may require additional security to be provided if a proponent proposes that the contracting party be a trustee or that the planning agreement be novated to a trustee. The Council's consent will be required for any proposed novation.

(c) The Council will prepare the draft agreement. The developer is expected to cover the costs incurred by the Council in relation to the planning agreement, including its preparation, negotiation, registration and enforcement.

(d) Where the above requirements are met, the Council will agree to exclude s. 7.11 and s.7.12 contributions under the EPA Act. A planning agreement cannot exclude the

application of section 7.24 unless the Minister is a party to the agreement: s 7.4(3A) of the EPA Act.

(e) The above monetary contributions are additional to any agreed community benefit sharing arrangement at the "neighbourhood level" such as a community enhancement fund.

(f) Council may consider variations to the terms above to take into account the specific circumstances of a proposal including (but not limited to) the type, scale, impact and the location of the proposed development. Variations may include (but not be limited to) means of calculating the value of payments, the amount required to be paid upfront and security.

(g) Each proposed planning agreement will be reported to Council before any formal agreement is entered into to align with governance practices. Planning agreements that Council is a party to are reported in the Council Annual Report including the account balance, the amount received in the year and expenditure details. Council will provide an annual report on its use of planning agreements, including the public benefits provided under each agreement through the Integrated Planning and Reporting (IP&R) process and requirements under Act and Regulation.

(h) All planning agreements will include review mechanisms to renegotiate terms if there are material changes to the Benefit-Sharing Guidelines or if the final installed capacity of a largescale renewable energy project differs from the initial agreement.

(i) All planning agreements will be publicly exhibited for a minimum of 28 days, with explanatory notes as required by the Act and Regulation.

(j) Council will disclose all planning agreements entered into with developers on its website and they can be found in Council's Planning Agreement Register.

10 Roles and Responsibilities

The following table sets out the roles and responsibilities of the key REPA stakeholders:

The roles

Entity	Role
Hay Shire Council	Prepare, negotiate, exhibit, execute, register and report on all PAs, including complying with all obligations.

	Convene the Renewable Energy Benefit Fund Committee, identify public purposes for funding, undertake EOI processes to identify suitable projects for funding, consider the recommendations of and reports provided by the Committee. Determine and oversee the expenditure of contributions made by developers in accordance with PAs and the Community Benefit Objectives, including consolidating funds from multiple renewable energy projects where appropriate. Report on PAs in accordance with the Council's obligations and monitor compliance with agreements. Strategic planning.
Renewable Energy Benefit Fund Committee	Advises and reports to Council on recommended management and allocation of funds and alignment with community priorities and the Community Benefit Objectives.
Developers	Have regard to local expectations and requirements in making PA offers, participate in negotiations in good faith, fund community benefits; comply with PA terms.
Community	Participate in planning processes; identify priorities.

Responsibilities

The General Manager and Executive Manager Economic Development and Tourism will be responsible for undertaking the discussions and negotiations with renewable energy developers to achieve the objectives and intent of this Framework.

11 Fund Management and Reporting

In accordance with obligations under the Act and Regulation, Council shall:

11.1 Public Notification Period

Publicly exhibit all planning agreements, with explanatory notes, for a minimum of 28 days.

11.2 Disclosure

Disclose all planning agreements entered into with developers on its website and all planning agreements can be found in Councils planning agreement register.

11.3 Reporting

Provide an annual report on its use of REPAs, including the public benefits provided under each agreement through the Integrated Planning and Reporting (IP&R) process and requirements under the EP&A Act.

11.4 Review

This framework will be reviewed at least annually to ensure that it remains relevant and effective in conveying Council's expectations and achieving its objectives. Council reserves the right to review, vary or revoke this Framework.

11.5 Governance

The Renewable Energy Benefit Fund Committee (to be established) will review, priorities, monitor and report regarding Council managed funding proposals.

12 Conclusion

This Framework supports a unified, transparent and strategic approach to benefit sharing of funds for public purpose in Councils Local Government Area. All renewable energy developers are expected to engage with Council early, to align with the community benefit objectives, and make contributions to enable projects that enable enduring, equitable, and regionally significant outcomes.

13 Definitions

In this Policy, a term in bold below has the following meaning:

Act means the *Environmental Planning and Assessment Act 1979 (NSW)*.

Benefit-Sharing Guideline means the *Benefit-Sharing Guideline (November 2024): Guidance for large scale renewable energy projects* published by the NSW Government's Department of Planning, Housing and Infrastructure.

Council means Hay Shire Council.

Developer, in relation to a planning agreement, has the same meaning as in section 7.4 of the Act.

Development application has the same meaning as in the Act.

Environmental planning instrument has the same meaning as in the Act.

Framework means this document,

Large-scale renewable energy project has the same meaning as in the Benefit-Sharing Guideline.

LGA means local government area.

Planning agreement has the meaning under section 7.1 of the Act.

Planning authority has the meaning under section 7.1 of the Act.

Planning proposal has the meaning under section 3.33 of the Act.

Public purpose has the meaning under section 7.4(2) of the Act.

Practice note means the Planning Agreements Practice Note issued by the Planning Secretary for the purposes of section 203(7) of the Regulation and published on the NSW Government's Department of Planning, Housing and Infrastructure website https://www.planningportal.nsw.gov.au/local-infrastructure-contributions/planning-agreements-practice-note

Regulation means the *Environmental Planning and Assessment Regulation 2001 (NSW)*.

Section 7.11 means section 7.11 of the Act.

Section 7.12 means section 7.12 of the Act.

Division 7.1, Subdivision 4 means Division 7.1, Subdivision 4 of the Act.

HAY SHIRE COUNCIL

RENEWABLE ENERGY POSITION STATEMENTS

Version	Date	Description of change	Author
1	02/09/25	Fist Draft	A McLean
2	08/09/25	Update with DW corrections	A McLean
3	09/09/25	Update with DW and AM comments	A McLean
4	07/10/25	Update	A McLean
5	14/11/25	Review and synthesis	BAL Lawyers

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Purpose

The Hay Shire Council Renewable Energy Position Statements provide a consistent position on areas of impact and/or importance to the community of Hay Shire Council. The Position Statements set consistent expectations for project developers, Community and Council throughout the lifecycle of major projects from planning, construction, operation, decommissioning, monitoring and reporting phases.

These statements are designed to support and inform the Conditions of Consent mandated by the Department of Planning, Housing and Infrastructure (DPHI), and for use in discussions and negotiations between Council, government agencies and project developers.

The Position Statements are supported by a Community Benefit Framework and Renewable Energy Benefit Fund Committee Terms of Reference. The Position Statements expand on the community consultation around the SW REZ, reflected in the F*undamental Principles of successful Renewable Energy Development and Hay, The Regional Drought Resilience Plan* and the ongoing work of the *Hay 10 Year Economic Transition Roadmap.*

Position Statements must reflect current Hay Shire Council policies and strategies. Future policies and strategies should be developed referencing the Position Statements, where applicable.

The Developer shall be responsible for all costs associated with requirements and expectations of the Developer in these Position Statements, with no financial burden placed on Council, community or landholders.

1. Renewable Energy in Hay Shire Council LGA

Directorate: Office of General Manager

Council is supportive of renewable energy projects that will help to deliver a sustainable energy future for Australian communities. Large scale renewable energy projects of state significance present an opportunity to contribute to regional economic development and growth, provide local skill development and employment opportunities and enhance our region's role in the transition to a low-emissions energy future.

We are committed to working constructively with the community, project developers and government agencies to ensure the delivery of long-term value in terms of energy production, community benefits, environmental stewardship, and infrastructure legacy. Council will work with all stakeholders to identify opportunities to attract investment for our community and industries for sustainable growth and diversification.

Council will monitor impacts and be representative of community expectations

2. Community Benefits

Directorate: Economic Development and Tourism

2.1 Planning Agreements (PAs)

Council supports entering into Planning Agreements with renewable energy project developers to ensure fair and equitable delivery of benefits to the Hay Shire Council community, including our First Nations community, and the broader region. These agreements will include the establishment and management of a Community Benefit Fund, and a Renewable Energy Benefit Fund Committee.

2.2 Regional Investment Encouragement

Council is committed to exploring and promoting opportunities for additional investment in the Hay Region beyond the contributions outlined in PAs, with a focus on long-term regional development.

2.3 Alignment with Strategic Planning

Council will ensure that all community benefits derived from renewable energy projects are aligned with:

i. Community Strategic Plan
ii. Economic Transition Roadmap
iii. Fundamental Principles of Successful Renewable Energy Development in Hay

2.4 Transparency and Governance

Council upholds the principles of transparency, sound governance, and active community involvement in the management and distribution of community benefits, that will be outlined in the **Community Benefit Framework (Appendix A)**. **A Renewable Energy Benefit Fund Committee** will be established as an Advisory Committee of Council to manage and assess distribution of Community Benefit Funds.

2.5 Intergenerational Legacy

Council advocates for community benefits that deliver lasting, intergenerational value to the Hay Shire community, including infrastructure, services, and programs that support long-term social, economic, and environmental outcomes.

2.6 Investment Mechanisms

Council will investigate and implement investment mechanisms that maximise the monetary return of community benefit funds over time, ensuring sustainable and impactful use of resources for future generations.

Council will invest the monetary funds in accordance with Councils investment policy, the Local Government Act 1993 and EP&A Act where applicable and the Minister for Local Governments Investment Order while ensuring consideration is given to the preservation of capital, liquidity, level of risk and security.

3. Community Engagement

Directorate: Economic Development and Tourism

Council requires developers and their related contractors, to deliver proactive, good-faith engagement that goes beyond compliance. Developers must treat community members as partners in renewable energy transition, ensuring projects deliver lasting social, environmental, and economic value to the Hay region. The Conditions of Consent for major renewable energy developments clearly set out requirements for developers to maintain active and ongoing dialogue with impacted communities.

3.1 Community Consultative Committee (CCC)

Developers must establish and operate a **Community Consultative Committee (CCC)** in accordance with the NSW Department of Planning, Housing and Infrastructure's *Community Consultative Committee Guideline: State Significant Projects (2023)*. The CCC must provide a structured forum for local residents, landholders, Councils, and other stakeholders to raise concerns, receive updates, and influence project implementation. Council expects developers to ensure the CCC operates transparently, with meeting minutes publicly available, and with community representatives genuinely empowered to contribute to decision-making

3.2 . Evidence of Consultation

Conditions of consent require that, whenever consultation with Council, community members, or other identified parties is mandated, developers must provide evidence of meaningful engagement. This includes publicly documenting outcomes of consultation, unresolved matters, and how any disagreements have been addressed. Council views this as a minimum requirement and expects developers to demonstrate how community input has shaped project strategies, management plans, and mitigation measures

3.3 . Ongoing Engagement During Project Lifecycle

Community engagement obligations extend beyond the planning and construction phases. Developers must:

a) Provide timely and adequate notification of project activities and potential impacts (e.g., transport movements, construction works).
b) Maintain accessible channels for complaints, enquiries, and feedback.
c) Monthly reporting on monitoring, compliance, and mitigation outcomes.
d) Continue engagement through operation, decommissioning, and rehabilitation phases, ensuring the community is informed and involved throughout the full lifecycle of the development

4. Transport

Directorate: Engineering and Operations

4.1 Strategic Collaboration

Council asserts its essential role in its capacity as local roads authority, in the co-development of the **Transport Management Strategy** alongside Transport for NSW to ensure local road network usage is acknowledged and preserved throughout the construction phase of renewable energy projects.

Council requires the Transport Management Strategy to include consultation with neighbouring Councils and recognition of the cumulative impacts of other major infrastructure projects.

Council has developed a detailed **Roads Management for Large Scale Renewable Energy Development Projects Guiding Position (Appendix B).** This document should be referenced in the preparation of the Transport Strategy and Transport Management Plan.

4.2 Road Network Assessment and Planning

Council requires:
a) Comprehensive mapping of local road conditions prior to construction.
b) Pre construction and ongoing consultation with local road users and industry stakeholders – including an engagement plan.

4.3 Road Upgrade and Maintenance Commitments

Council requires a **signed commitment schedule** from the developers detailing road upgrades and future maintenance responsibilities. Agreed to and countersigned by HSC.

The commitment schedule must include, but is not limited to:
a) Identification of roads impacted by the development
b) Clear expectations from Hay Shire Council, **Roads Management for Large Scale Renewable Energy Development Projects (Appendix B)** and Transport for NSW regarding infrastructure standards.
c) Identify and allocate resources for road upgrades, ongoing maintenance, and post-construction restoration.

4.4 Traffic Management

All expected traffic movements associated with project delivery, including heavy vehicles, must be documented and managed to minimise disruption to local communities.

4.5 Cumulative Impact Considerations

Council requires detailed assessment of cumulative impacts on existing enterprises and agricultural operations, including:

a) Road conditions under inclement-weather scenarios.
b) Potential conflicts during peak agricultural periods (e.g., harvest).
c) Localised traffic diversions to reduce conflict between construction traffic and local road users.
d) Evidence of consultation with other major infrastructure projects in the region.
e) Transport modelling and scheduling of heavy vehicle movement across shared transport routes

4.6 Developer Responsibilities

a) Road upgrades and maintenance must be conditioned to extend for the full life of the project. (both construction and operation)
b) All associated costs are to be borne by the Developer, with no financial burden on Council.
c) Maintenance and upgrades of roads must meet Council's minimum standards.
d) Maintenance must be ongoing throughout project construction and will be the full responsibility of the developer.
e) Council considers any requests for road maintenance or upgrades in relation to renewable energy projects as private works, and may provide quotations to complete works upon request where resourcing permits.

4.7 Pre-Construction Requirements

a) Council mandates that all road upgrades be completed prior to the commencement of construction to mitigate infrastructure impacts.
b) All upgrades must be carried out in consultation with Council and to Council's Engineers satisfaction.

5. Water

Directorate: Engineering and Operations

5.1 Potable Water Access

Council acknowledges that potable water for renewable energy developments is available via the Hay Water Treatment Plant. The following conditions will be implemented:

a) Potable water may be carted, at the developers expense, to project sites as required via a registered potable water carrier.
b) Scheduling and planning for water access will need to be carefully managed to ensure no disruption of supply to existing customers is experienced.
c) Council requires a detailed **Filtered and Raw Water Supply Agreement (Appendix C)** including the preparation of a Water Sourcing Plan which details project water requirements.

5.2 Usage Limitations

Due to limitations on the availability of the current potable water from the Hay Water Supply System, Council stipulates that potable water shall only be used to support:

a) accommodation camps
b) human consumption and hygiene-related activities

5.3 Construction Water Requirements

Council recognises that construction projects, such as concrete production and dust suppression, can place significant demands on local water supplies. To safeguard the sustainability of water resources and protect community needs, developers are expected to:

a) independently source water, with preference given to alternative options such as on-site storage, private bores, or other non-potable sources.

Council may provide limited volumes of raw water where this does not impact existing customers, at its discretion and subject to availability. Potable town water must not be used for construction purposes.

5.4 Sustainable Water Management

Council encourages developers to identify sustainable and regionally appropriate water sources for construction activities, ensuring minimal impact on local water supply infrastructure and community access.

5.5 Water Supply Infrastructure Investment

In order to meet increased demand of potable water, Hay Shire Council encourages developers to invest in infrastructure for water storage and treatment that is identified as a community legacy asset in alignment with Council and community strategies and plans.

Stakeholders will be encouraged to support Council through infrastructure investment to ensure sustainable supply of potable water for community and project requirements. This is seen as an enabler of growth for our community beyond project construction.

Such infrastructure investments include, but not limited to:

a) Upgrade of potable water storage and delivery system in Hay
b) Upgrade of filtered water system in Hay to support increased population as a result of the construction phase.
c) Recycled water system at the Hay Sewage Treatment Plant
d) Establishment of secondary town water supply source (groundwater)

5.6 Wastewater Responsibility

Council requires that all wastewater generated by renewable energy developments—including accommodation camps and operational facilities—be managed in accordance with relevant environmental and public health regulations.

Council can provide access for wastewater disposal, at the Hay Sewage Treatment Plant. Disposal arrangements are formalised through a Wastewater Disposal Agreement (Appendix D)

5.7 Infrastructure and Treatment

Council expects developers to:

a) Provide appropriate on-site wastewater treatment systems for accommodation and human-use facilities.
b) Ensure systems are designed, installed, and maintained to prevent environmental contamination and protect groundwater and surface water resources.

5.8 Regulatory Compliance

Council mandates that all wastewater management practices comply with:

i. NSW Health and EPA guidelines
ii. Local government planning controls
iii. Any additional conditions imposed through development consent

5.9 Monitoring and Reporting

Council requires developers to implement regular monitoring and reporting of wastewater system performance to ensure ongoing compliance and early identification of potential issue, as required in 5.8 above.

6. Waste

Directorate: Engineering and Operations

6.1 Waste Management Planning

Council requires that a comprehensive **Waste Management Plan (WMP)** be submitted and approved prior to the commencement of construction. The WPM should:

a) outline the proposed arrangements for managing all waste generated during construction and operation, including from accommodation camps.
b) specify volumes, types and circular economy opportunities.

6.2 Consultation and Coordination

Council must be actively consulted in the development of the WMP, alongside relevant regulators and waste service providers. Coordination with Hay Shire Council and neighbouring councils is essential to ensure waste management practices are regionally appropriate and feasible.

6.3 Local Waste Facility

In order to access the Hay Shire Council Waste facility Council requires a **Waste Management Agreement (Appendix E).**

Stakeholders will be encouraged to support Council through infrastructure investment to ensure sustainable waste services for community and project requirements. This is seen as an enabler of growth for our community beyond project construction.

6.4 Waste Infrastructure Investment

In order to meet increased demand of waste disposal, Hay Shire Council encourages developers to invest in infrastructure for waste management that is identified as a community legacy asset in alignment with Council and community strategies and plans.

Such infrastructure investments include, but not limited to:

a) Further development of the Hay Material Recovery Facility (MRF)
b) Development of infrastructure to increase the recycling and reuse of construction and end of life components for renewable energy developments
c) Development of infrastructure in line with the Hay Shire Council Circular Economy Strategy

6.5 Alternative Disposal Requirements

Council expects developers to:

a) identify and secure access to waste facilities capable of receiving the type and volume of waste generated by construction activities and accommodation camps.
b) ensure that waste is contained, transported, and disposed of in accordance with environmental regulations and best practice standards.

Disposal of excess and /or waste material at a non-waste facility may require development approval.

6.6 Traffic and Infrastructure Impacts

Council requires that the WMP address potential impacts of waste transport on:

a) Local and regional traffic movements.
b) Road conditions and infrastructure wear.
c) Safety and scheduling during peak agricultural and community activity periods, including regular waste facility public access times.

6.7 Regulatory Compliance and Monitoring

Council mandates that all waste management activities comply with:

i. NSW EPA regulations
ii. Local planning controls
iii. Any conditions of development consent

Regular monitoring and reporting must be included in the WMP to ensure compliance and allow for innovative and adaptive management throughout the project lifecycle.

7. Housing and Accommodation

Directorate: Economic Development and Tourism

7.1 Housing Pressure and Workforce Accommodation

Council recognises that short-term and long-term housing availability is a significant challenge within the Hay Shire Council LGA. The anticipated influx of contractors, staff, and executives during construction, post-construction, and shift transitions (including FIFO arrangements) will place additional pressure on the region's limited housing stock.

7.2 Accommodation Strategy Requirements

Council requires developers to develop a comprehensive **Accommodation Strategy** that includes:

a) Identified quantum of additional housing requirements , as a result of the development, during construction and operation for workers not housed in on site camps
b) Investigation into legacy housing options as alternatives to temporary accommodation camps.
c) Consideration of adaptive reuse of existing short-term accommodation.

d) Investment in longer-term community housing solutions, including moveable dwellings that can be repurposed for seasonal workers or community use post-construction.
e) Ensure existing housing and rental shortages are not exacerbated by project demand through increasing the housing base available within our community.

7.3 Legacy Housing Outcomes

Council encourages developers to deliver housing solutions that provide lasting benefits to the community, including:

a) Infrastructure that can be integrated into the local housing market.
b) Accommodation that supports local and regional workforce needs beyond the life of the project.

7.4 Funding of Hay Health Precinct Legacy Accommodation

Council encourages developers to invest in the development of the Hay Health Precinct Legacy Accommodation project.

The project will deliver Community aspirations as identified in the Hay Housing Strategy and the Hay Housing Legacy Pathway.

8. Health & Emergency Services

Directorate: General Manager

8.1 On-Site Health Service Provision

Council requires that provisions be made by the developer to ensure access to essential health services on-site during construction and operational phases. This includes:

a) On-site nurse(s)
b) General Practitioner (GP) access
c) Paramedic support

Provisions for additional services are necessary to minimise the impact and increased demand on existing health services within surrounding communities. Provisions for services may be catered for on-site of projects or arrangements may be made to augment/increase resources within existing local providers.

8.2 Legacy Health Service Investment

Council anticipates that developers will consider retaining or funding additional health services beyond the construction phase. This may include:

a) legacy agreements or funding contributions to support ongoing health service capacity in the Hay Shire Council region.
b) Infrastructure or service enhancements that benefit the broader community.

8.3 Community Health Alignment

Council encourages that any health service provisions or investments be aligned with:

i. Local health service needs
ii. Council's strategic planning documents
iii. Community aspirations for improved health access and outcomes

9. Workforce Development & Education

Directorate: Economic Development and Tourism

9.1 Local Workforce Development

Council supports initiatives that prioritise the development of a skilled local workforce to meet the needs of renewable energy projects. Developers are expected to:

a) Maximise local employment opportunities during construction and operational phases.
b) Partner with local training providers, schools, CUC Hay and TAFEs to deliver targeted skills development programs.
c) Supports and delivers business upskilling.
d) Collaborate with Local, State and Federal government departments and stakeholders to delivery workforce development and skill gap identification.

9.2 Education and Training Pathways

Council encourages developers to invest in education and training pathways that:
a) Support youth engagement in STEM (Science, Technology, Engineering and Mathematics) and trades relevant to the renewable energy sector.
b) Provide upskilling and reskilling opportunities for existing workers in the Hay Shire region.
c) Include apprenticeships, traineeships, and work experience placements as part of project delivery.

9.3 Legacy Education Investment

Council advocates for long-term investment in education and programs that leave a lasting legacy, such as (but not limited to) :
a) Scholarships or bursaries for local students pursuing careers in renewable energy or related fields.
b) Support for local schools and training institutions to expand their capacity and curriculum offerings.

9.4 Strategic Alignment

All workforce development and education initiatives should align with:
i. Council's Community Strategic Plan
ii. The Fundamental Principles of Renewable Development in Hay
iii. Regional workforce development priorities

10. Decommissioning and Rehabilitation

Directorate: Planning and Compliance

10.1 Infrastructure Removal and Site Restoration

Developers must develop a detailed **Decommissioning and Rehabilitation Plan** within 3 years of commencement of operation. The Decommissioning and Rehabilitation Plan must address:

a) The removal of all temporary infrastructure, including accommodation camps, laydown areas, and access roads, unless otherwise agreed for community benefit.
b) Rehabilitation of land to its pre-construction condition or to a future use agreed upon with Council and landholders.
c) Rehabilitation must include soil stabilisation, vegetation re-establishment, and protection of water resources.

10.2 Environmental and Safety Compliance

Rehabilitation activities must comply with:

a) all relevant environmental legislation, planning conditions, and safety standards, and

b) hazardous materials and waste must be safely removed and disposed of in accordance with EPA guidelines.

10.3 Legacy Infrastructure Opportunities

Council encourages developers to explore opportunities to repurpose infrastructure (e.g., buildings, temporary road materials, utilities) for community use, such as seasonal worker housing, emergency response facilities, or recreational amenities.

10.4 Monitoring and Reporting

Council requires ongoing monitoring and reporting of rehabilitation progress, including:

a) environmental performance indicators and community feedback mechanisms.

Final sign-off on rehabilitation works must be obtained from Council and relevant regulatory bodies.

10.5 Financial Responsibility

Council expects the Developer to take full responsibility for the costs of decommissioning and rehabilitation. These works are:

a) to be carried out in consultation with Council and in line with agreed standards
b) ensure the process does not place a financial burden on Council and /or community

11. Economic Development

Directorate: Economic Development and Tourism

Council supports renewable energy projects that contribute meaningfully to the long-term economic development of the Hay Shire region. Developers are expected to:

11.1 Local Economic Stimulation

a) Prioritise local procurement of goods and services to support regional businesses.
b) Engage with local contractors, suppliers, and service providers throughout all phases of the project.
c) Promote business development opportunities linked to the renewable energy supply chain.
d) Encourage business attraction through the development of enabling infrastructure such as an Industrial Park development.
e) Supply affordable energy programs to the community and business sector

11.2 Investment in Regional Infrastructure

a) Contribute to infrastructure that supports broader economic growth, including transport, digital connectivity, and utilities.
b) Align infrastructure investments with Council's Community Strategic Plan and all other associated strategies, plans and policies.

11.3 Support for Innovation and Entrepreneurship

a) Encourage innovation through partnerships with local enterprises, educational institutions, and research organisations.
b) Support initiatives that foster entrepreneurship, particularly in clean energy, agritech, and sustainable industries.
c) Supports Council to attract additional investment in the region as a result of hosting renewable energy developments. This may include industries that would benefit from the provision of locally produced clean energy

11.4 Legacy Economic Outcomes

Deliver economic benefits that extend beyond the life of the project, including:
a) Job creation and workforce retention.
b) Skills development and training.
c) Infrastructure that supports future investment and diversification.

11.5 Monitoring and Reporting

Council expects developers to report monthly on economic contributions and outcomes, including local spend, employment figures, and business engagement metrics.

12. Complaint and Feedback Management

Directorate: Office of General Manager

Council requires that renewable energy project developers establish a transparent, accessible, and accountable **Complaint and Feedback Management System** to ensure

community concerns are addressed promptly and effectively throughout all phases of the project.

12.1 System Requirements

a) A dedicated and well-publicised complaints and feedback portal must be established prior to the commencement of construction.
b) The system must allow for:
    i. Lodgement of complaints and feedback via multiple channels (online, phone, in-person).
    ii. Acknowledgement of receipt within 24 hours
    iii. Investigation of issues within 2 business days with response to complainant
    iv. Timely resolution of issues within 2 weeks or other justified timeframe

12.2 Reporting and Transparency

a) Developers must maintain a **public register of complaints and responses**, with regular reporting to Council and relevant regulators.
b) Complaint trends and resolution outcomes should be reviewed periodically to inform project improvements and community engagement strategies.

12.3 Community Engagement

a) The system should be integrated with broader community engagement plans, ensuring that feedback informs decision-making and project delivery.
b) Developers must provide regular updates to the community on how feedback has influenced project outcomes.

12.4 Council Involvement

a) Council must be informed of any complaints and feedback within 24 hours of the complaint being lodge
b) Council reserves the right to escalate unresolved or systemic issues to relevant authorities including:
    i. EnergyCo
    ii. NSW Planning Secretary
    iii. Energy and Water Ombudsman NSW (EWON)
    iv. Australian Energy Infrastructure Commissioner

13. Cultural Heritage

Directorate: Economic Development and Tourism

Council recognises the importance of protecting Aboriginal and non-Aboriginal cultural heritage within the Hay Shire region. Renewable energy projects must be planned and delivered in a way that respects and preserves cultural values, sites, and traditions.

13.1 Cultural Heritage Assessments

a) Developers must undertake comprehensive **Cultural Heritage Impact Assessments** (CHIAs) in accordance with relevant legislation and guidelines.
b) Assessments must identify and protect known and potential heritage sites, including those of spiritual, historical, and archaeological significance.

13.2 Engagement with Traditional Owners

a) Council requests meaningful and ongoing engagement with Traditional Owners and Registered Aboriginal Parties (RAPs) throughout all stages of the project.
b) Engagement must be respectful, inclusive, and culturally appropriate, with Traditional Owners involved in decision-making processes related to heritage protection and land use.

13.3 Cultural Heritage Management Plans

a) Developers must prepare and implement **Cultural Heritage Management Plans (CHMPs)** that outline:
    i. Site protection measures
    ii. Protocols for unexpected discoveries
    iii. Monitoring and reporting arrangements
    iv. Roles and responsibilities of all parties

13.4 Legacy and Cultural Recognition

Council encourages developers to support legacy initiatives that promote cultural awareness and recognition, such as:

a) Interpretive signage or cultural education programs
b) Partnerships with Indigenous organisations
c) Inclusion of Indigenous art, language, and stories in project design

13.5 Compliance and Accountability

All cultural heritage activities must comply with:
    i. NSW Aboriginal Cultural Heritage legislation
    ii. Local planning controls
    iii. Any conditions of development consent

Council reserves the right to review and comment on all cultural heritage documentation and expects full transparency and accountability from developers.

14. Risk Management

Directorate: Office of General Manager

14.1 Risk Identification and mitigation

Council requires that all renewable energy projects within the Hay Shire LGA incorporate comprehensive risk management planning to ensure the safety of workers, the community, and the environment throughout the project lifecycle.

14.2 Risk Management Plans

A detailed **Risk Management Plan** must be submitted prior to construction, addressing:

a) Bushfire risk and emergency response protocols
b) Flood mitigation and drainage management
c) Hazardous materials handling and storage
d) Worker and public safety measures
e) Site-specific risk assessments and controls

14.3 Emergency Preparedness and Response

a) Developers must develop and maintain an **Emergency Management Plan** in consultation with:
   i. Local emergency services
   ii. Council
   iii. Relevant state agencies
b) Plans must include evacuation procedures, communication protocols, and access to emergency equipment and trained personnel.
c) Attendance is required at Local Emergency Management Committee (LEMC) meetings.

14.4 Infrastructure and Service Resilience

Essential services—including power, water, sewage, and communications— should be resilient to local hazards, ensuring reliable infrastructure and community confidence during emergencies

14.5 Monitoring and Compliance

Council expects ongoing monitoring of risks and mitigation effectiveness.

Developers must report incidents and near misses to Council and relevant authorities, and update risk management plans as required.

14.6 Community Safety and Awareness

Developers must engage with the local community to raise awareness of potential risks and safety measures, particularly in areas near residential or agricultural land.

15. Appendices

Appendix A
Hay Shire Council Community Benefit Framework

Appendix B
Roads Management for Large Scale Renewable Energy Development Projects

Appendix C
Filtered and Raw Water Supply Agreement

Appendix D
Wastewater Disposal Agreement

Appendix E
Waste Management Agreement

HAY SHIRE COUNCIL

RENEWABLE ENERGY BENEFIT FUND COMMITTEE (REBFC)

TERMS OF REFERENCE

Version	Date	Description of change	Author
10	10/9/25	Updated with DW comments	A McLean
11	14/11/25	Updated Legal Review	A Meynart A McLean

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Terms of Reference (ToR)

1. Introduction

The Renewable Energy Benefit Fund Committee (REBFC) is an advisory committee established to provide advice to Hay Shire Council on the management, allocation and impact of Renewable Energy Community Benefit Sharing Funds provided in connection with state significant renewable energy developments within the Hay Local Government Area (LGA).

2. Background

Hay Shire Council is a host community for significant renewable energy generation and transmission projects, including those within the South West Renewable Energy Zone (SW REZ). Renewable energy developers are expected to contribute community benefit funds through mechanisms such as Planning Agreements (PAs) under the Environmental Planning and Assessment Act 1979 (EP&A Act), developer-managed funds, and State-coordinated Access Rights Fees for the South West Renewable Energy Zone under the *Electricity Infrastructure Investment Act 2020*.

Council has adopted the Hay Renewable Energy Community Benefit Framework (2025) which establishes the principles and objectives for the management of funds received from Planning Agreements.

3. Establishment

The REBFC will be established as an Advisory Committee to Council

4. Purpose & Objectives

The purpose of the REBFC is to facilitate inclusive and transparent engagement with communities impacted by renewable energy developments, independent assessment of funding proposals and the provision of community informed advice to Council regarding the management and allocation of funds received under Planning Agreements and community purpose funds administered by EnergyCo under the *Electricity Infrastructure Investment Act 2020*.

It is expected that the REBFC will identify and recommend projects which deliver broad community benefit, support long-term strategic outcomes of the Council and align with Hay Shire Council's Community Strategic Plan, Economic Transition Roadmap, Fundamental Principles and Community Benefit Objectives and which are in line with the Renewable Energy Community Benefit Sharing Framework.

5. Tasks & Deliverables

To achieve the objectives outlined above, the REBFC will:

1. Develop and maintain an assessment framework and criteria for assessing and ranking proposals which align with the Council's strategic and policy documents as outlined above;
2. Assess project proposals which are referred to it by the Council. Projects may be nominated directly by the Council or referred following an expression of interest and shortlisting process.
3. Make recommendations to Council on shortlisted projects and the management and allocation of funds to them;
4. Monitor and report to the Council on the progress, outcomes and impact of funded projects, including as perceived by the community.
5. Provide advice on the continuous improvement of governance and administration of the Renewable Energy Benefit Fund Committee.
6. Build capacity among members and the community to ensure effective participation.

The REBFC will not:

- Hold or manage Renewable Energy Benefit Funds directly.
- Negotiate or administer Planning Agreements.
- Hold any delegation from Council or bind Council in decision-making
  .

6. Term

The REBFC will operate for the term of the elected Council plus one year and will be dissolved at the next ordinary Council meeting following that date. The new REBFC will be appointed by Council. Each new REBFC may include members of a previous REBFC.

7. Membership

The REBFC will consist of:

- One Councillor Representative or delegate of the Councillors
- Up to five (5) Community Representatives, appointed through an open Expression of Interest (EOI) process, ideally representative of the community; those immediately impacted by renewable energy development (geographic), youth (under 30), rural and town residents, and First Nations representatives and industry.

- Community Representative Committee members must be residents of Hay Shire LGA.
- Community members will paid sitting fees commensurate with requirements, as determined by the Council. These funds will be paid through the Planning Agreement funds.
- Members may serve a maximum of two consecutive 4-year terms.
- Non-voting technical advisors and observers may be invited as required.

8. Appointment of Members and Office Bearers

Members of the REBFC will be appointed by Council following an EOI and selection process managed by Council.

The Chairperson and Deputy Chairperson will be elected by the REBFC at the first meeting of each term.

Vacancies will be filled through a subsequent EOI process.

9. Roles & Responsibilities

The members of the REBFC must:

- Participate actively and impartially in REBFC meetings.
- Declare actual or likely conflicts of interest and recuse themselves from participating in a meeting or part of a meeting in relation to which they have an actual conflict of interest.
- Represent the interests of the broader community rather than sectoral or personal interests.
- Understand and act consistently with the Renewable Energy Community Benefit Sharing Framework, and relevant Planning Agreements;
- Ensure recommendations are evidence-based and aligned with the Community Benefit Objectives.
- The Chairperson will facilitate meetings and act as spokesperson for the REBFC.
- The Executive Officer (Executive Manager Economic Development & Tourism or delegate) will provide administrative support, agendas, and minutes.

10. Meetings

The REBFC will meet at least four (4) times per year, with additional meetings as agreed to by Council

Meetings may be held in person or by audio visual link.

Agendas and supporting papers will be circulated by the Chairperson at least three business days prior to meetings.

Meetings are closed to the public.

Minutes will be published on Council's website as part of Council Meeting Business Paper.

Quorum: A majority of voting members constitutes a quorum.

11. Decision-Making Process

Decisions of the REBFC will be made by consensus wherever possible.

A decision supported by a two-thirds majority of the votes at a meeting of the REBFC at which a quorum is present is a decision of the committee.

Decisions made by the REBFC must be accurately recorded in the minutes of the meeting at which the decision is made.

If a decision is made to recommend the expenditure of community benefit funds, details of that recommendation is to be provided to the Council. Recommendations to Council must clearly include:

- What the recommendation is and the quantum of funds required;
- The reasons the recommendation is being made to the Council, including the perceived benefits of the proposal;
- How the recommendation aligns with the Hay Shire Council's Community Strategic Plan, Economic Transition Roadmap, Fundamental Principles and Community Benefit Objectives;
- Any perceived risks of the recommendation, including any recommendation for obtaining further information or advice;
- if the recommendation relates to a particular renewable energy development;
- Any opposing views by a member or members of the Committee, and reasons for the same.

12. Reporting

The REBFC will report to Council through its meeting minutes and formal recommendations.

Council will prepare and publish an annual report on Renewable Energy Benefit Sharing Fund allocations and outcomes as part of its Integrated Planning & Reporting (IP&R) process and the EP & A Act.

13. Code of Conduct

All members of the REBFC must agree to and comply with Council's Code of Conduct, which is published on the Council's website.

14. Delegations

The REBFC has no delegated authority, including to commit or expend funds or bind the Council in any way. It is an advisory body only.

The Committee has the authority to make recommendations to Council relating to the management and allocation of Renewable Energy Community Benefit Funds including those funds received from Planning Agreements and funds administered by EnergyCo as part of South West Renewable Energy Zone.

15. Confidentiality & Media

Members must maintain the confidentiality of confidential information and commercially sensitive information.

The Chair is the primary media spokesperson for the REBFC and may only speak to the media with prior approval of the Mayor or General Manager.

16. Operational Support

Council will provide:

- Meeting facilities
- Insurance coverage for Committee members
- Secretariat and administrative support.

17. Amendments & Dissolution

These terms of reference may be amended by resolution of Council.

The Council may, at its discretion, dissolve the REBFC by resolution.

18. Dispute Resolution

Any disputes unable to be resolved within the REBFC will be referred to the Chairperson, then to the General Manager, and finally to Council for determination.

The Council may resolve to remove one or more members of the REBFC where that is considered necessary by the Council for the effective and efficient operation of the REBFC.

19. Related Documents

- Fundamental Principles for Renewable Energy Development in Hay Shire Council (2024)
- Hay Shire Council Renewable Energy Community Benefit Framework (2025)
- Environmental Planning & Assessment Act 1979 (NSW)
- Local Government Act 1993 (NSW)
- Electricity Infrastructure Investment Act 2020 (NSW)
- Council's Community Strategic Plan
- Hay Economic Transition Roadmap
- Council's Code of Conduct & Code of Meeting Practice
- Relevant Council Policies

C5 – Requests for Assistance

REPORTING OFFICER	General Manager
ATTACHMENTS	- Email from Hay Inc, dated 3rd November 2025 - Hay Inc Prospectus Flyer and Booklet - Letter from Mrs Young, dated 18th November 2025 - Letter to Mrs Young, dated 10th October 2025

INTRODUCTION

Council has received two requests for assistance.

COMMENTARY

Hay Inc

Hay Inc has written to Council seeking funding support for its programs. Attached are the Hay Inc prospectus flyer and booklet for information.

Mrs Anne Young

Mrs Young has written to Council seeking waiving of the waste collection charge at their property at 529 Keble Street, Hay.

In response to her letter, staff advise:

- The property is currently rated 'Business'.
- The property had already received a red bin and the waste collection charge under the previous 1-bin system.
- Our records show that new bins as part of the 3-bin roll out were delivered on or around 7th June 2024, as well as one set of bins to 530 Keble Street. Council does not have any record of a request for a second set of bins to 530 Keble Street as alleged (it has only been charged for one set of bins)
- The property has been levied the new waste collection charge from 2024-25 as part of the 3-bin system.
- The property is in the waste collection area and must have the service.
- It would appear that the bins had been taken to 530 Keble Street. On learning this had occurred, Council staff retrieved these bins, cleaned them, and then relocated back at 529 Keble Street. Staff understand the bins had then been taken again. Staff are again retrieving the bins.
- Council received email from Mrs Young 10th August 2025 advising of the matter around the bins and the waste collection charge.
- The General Manager responded 21st August 2025 to say the matter is being investigated and would advise outcome.
- The General Manager met with Mrs Young when she visited the council offices in September. She was advised that we were investigating and the staff member involved was currently on extended leave and we would come back to her once the investigation was complete.
- The General Manager wrote to Mrs Young on 10th October 2025, advising outcome of the investigation; stating that the property is not vacant and is being used to conduct what appears to be a business activity, hence why the bins were delivered.



Aerial Image of 529 Keble Street

Staff maintain that the property has been correctly levied the Waste Collection Charge.

RELEVANCE TO STRATEGIC COMMUNITY PLAN	**Social** 1.5 Our community is inclusive and sustainable 1.5.3 Enhance educational pathways and opportunities 1.5.4 Promote inclusion and education of all abilities workers in community and business sector **Economic** 3.1 Our community welcomes new and innovative industry to support our future 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

	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	Minor S356 Contributions - $13,000 budget with $7,600 spent/committed
LEGISLATIVE IMPLICATION	Local Government Act 1993
POLICY IMPLICATION	Garbage Bin Issue and Replacement Policy Pensioner and Hardship Policy
ASSET IMPLICATION	N/A
RISK IMPLICATION	Minor - reputational

RECOMMENDATION

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.

David Webb

From: Hay Inc <info@hayinc.com.au>
Sent: Monday, 3 November 2025 4:08 PM
To: David Webb
Subject: Hay Inc Rural Education Program Sponsorship Prospectus
Attachments: Hay Inc Prospectus flyer.pdf; Hay Inc Prospectus Booklet.pdf

Hi David,

Please find attached the Sponsorship Prospectus for the Hay Inc Rural Education Program. We would welcome any funding and support that the Hay Shire Council would be able to give us for us to be able to continue this very worthwhile program.

Regards
Sandra

Sandra Ireson
Hay Inc Program Manager
Ph: 0439 938119

www.hayinc.com.au



HAY INC RURAL EDUCATION.

SPONSORSHIP PROSPECTUS

www.hayinc.com.au

HAY SHIRE COUNCIL

HAYINC.
RURAL EDUCATION

ABOUT US

Hay Inc is a not-for-profit, community led registered charity founded to address the shortage of skilled labour in agriculture and limited training opportunities for rural youth. In 2015, we launched the Hay Inc Rural Education Program (HIREP) for young adults aged 18–25. Delivered in block release style, training combines industry experts, RTO trainers, and hands on learning on operational properties. Since inception, 165 graduates have benefited, gaining skills, mentoring, and industry networks.

WHY YOUR SUPPORT MATTERS

Your fully tax deductible sponsorship helps fund:

- Student accommodation, transport, catering, insurance, program management, and equipment.
- Promotion of agricultural careers and pathways for youth, including those without farming backgrounds.

SPONSORSHIP PACKAGES

Gold Sponsor – $50,000+

Prominent logo on all materials, website link, social media & media recognition, event speaking & certificate presentation, distribution of promotional materials.

Silver Sponsor – $25,000

Logo on marketing materials, website link, social media recognition, graduation invitation.

Bronze Sponsor – $5,000

Recognition in program materials and website. Option for anonymity.

One-Time Donation

Any amount, acknowledgment in program materials/website.
Fully tax deductible. Option for anonymity.

Partner with us to empower young people, strengthen the rural workforce, and secure the future of agriculture.

CONTACT

Full sponsorship prospectus available on request.

Phone: 0439 938 119 | **Email**: info@hayinc.com.au | **Website**: www.hayinc.com.au



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HAY INC RURAL EDUCATION.

SPONSORSHIP PROSPECTUS

www.hayinc.com.au

HAYINC. RURAL EDUCATION

ABOUT US

Hay Incorporated is a not-for-profit community led volunteer registered charity that was formed to address diminishing availability of skilled labour needed for primary production industries located in the Hay district. This, along with the inaccessibility of training and employment opportunities for youth in our community, formed the impetus to start the Hay Inc Rural Education Program (HIREP) in 2015.



PROGRAM OVERVIEW

HIREP is designed for young adults aged 18 to 25 years, and is presented in a block release style. The training program is delivered by a combination of people who have extensive experience in the primary production arena, industry representatives, and RTO training and assessment staff. Training is conducted on fully operational commercial rural properties in the Hay area, enabling hands on training in relevant current primary production practices with modern equipment.

The Hay Inc program promotes young people to consider a career in agriculture by giving them practical experience, training, and networks to develop a pathway into the primary production and agricultural industry. The program continues to support a growing alumni of 165 young adults with mentoring and networking opportunities.



WHY YOUR SUPPORT MATTERS

By partnering with the Hay Inc Rural Education Program, you are ensuring:

- Opportunities for Hay Inc to promote careers in agriculture and pathways into livestock management, even for students without direct links to farming.
- Direct support for student accommodation, bus hire, insurance, catering, program management, equipment, and promotion of careers in agriculture.

TAX ADVANTAGE

Hay Inc is a registered charity with Deductible Gift Recipient (DGR) status, approved to hold the fundraising account with the Foundation for Rural & Regional Renewal (FRRR). Donors can benefit from tax-deductible donations through FRRR, enabling them to contribute with added tax benefits.

Donate HERE



SPONSORSHIP PACKAGES

HAYINC. RURAL EDUCATION

GOLD SPONSOR — $50,000

- Sponsorship of Hay Inc Rural Education Program
- Prominent logo placement on all marketing materials (digital and print)
- Recognition as a Gold Sponsor on Hay Inc's website with a direct link to your website
- Graduation presentation, speaking opportunity, and certificate presentation at Hay Sheep Show
- Recognition on social media platforms with multiple posts
- Recognition in media releases
- Opportunity to distribute promotional materials at events

SILVER SPONSOR — $25,000

- Logo placement on all marketing materials (digital)
- Recognition on Hay Inc website as a Silver Sponsor with a link
- Recognition on social media platforms
- Invitation to attend Hay Inc Graduation at Hay Sheep Show

BRONZE SPONSOR — $5,000

- Recognition in program materials and on website
- Acknowledgment of contribution or anonymity as preferred

ONE-TIME DONATION — $ANY

- Donors may contribute any amount
- Acknowledgment in program materials and on website (unless anonymity preferred)
- All donations are tax-deductible



HAYINC.
RURAL EDUCATION

JOIN US IN MAKING A DIFFERENCE

We are excited to collaborate with organisations, businesses, and individuals who share our vision of transforming rural education and empowering students to reach their full potential.

Your sponsorship ensures that we can continue providing high quality hands on agricultural skills with networking and mentoring opportunities for young adults to develop their pathway into agriculture and their continued learning.

We look forward to discussing how your support can make a significant impact on the future of our program. Please contact us for more details on sponsorship opportunities and to explore how we can partner together. Thank you for your support!

Contact Information:

Hay Inc Rural Education Program
Phone: 0439 938 119
Email: info@hayinc.com.au
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Mr & Mrs Frank & Anne Young
517 Clay Street
Hay NSW 2711 [redacted]

18TH October 2025

Hay Shire Council
134 Lachlan Street
Hay NSW 2711

Attention:
Carol Oataway – Mayor
Martyn Quinn – Deputy Mayor

Re: Overcharge of Waste Charges on – 529 Keble Street, Hay

Dear Madam Mayor Oataway and Deputy Mayor Quinn,

I am writing to formally raise my ongoing concerns regarding incorrect waste charges applied to our block at **529 Keble Street, Hay**. I have spoken and written to Council Employees on numerous occasions over the past few months regarding this matter, yet the issue remains unresolved. I request that this letter be tabled at the next Council meeting.

My husband and I have lived in Hay for our entire lives, raised our family here, and have always supported our community. We take great pride in our town and have never had an issue with paying fair and correct council rates. Unfortunately, my recent interactions with Council in relation to this matter have left me extremely disappointed.

Background

We own two properties within the Hay Shire:

1. **517 Clay Street** – our primary residence (correctly charged a Domestic Waste Management Charge).
2. **529 Keble Street** – a **vacant storage block** where my husband stores machinery and vehicles.

When the new 3-bin waste system was rolled out, I spoke with, and was advised by [redacted] the Council staff member who was assisting with the bin deliveries, that 529 Keble Street was not on the delivery list and would not be receiving bins on the day they were being distributed, as the property was classified as a vacant industrial block.

Timeline of Issues

• Bins were reportedly "delivered", yet **no bins ever arrived** at 529 Keble Street.
• I contacted Council several times with regard to being invoiced for a service I didn't have or need and was told the matter would be passed on to [redacted]
• Despite follow-ups, I received no response.
• On 10 August I emailed, Mr Webb, outlining my concerns — again receiving no reply.
• In September, I spoke with Mr Webb directly and was advised the matter would be reviewed once [redacted] returned to work.
• On 22 September, I noticed [redacted] had returned, however I still received no update.
• On 10 October, I finally received correspondence via email from, Mr Webb, stating that:
– the property "does not appear to be vacant";
– "a business appears to be conducted from the premises"; and
– therefore the bins were delivered and charges correctly applied.

This information is incorrect and does not align with the facts regarding the property.

The bins were NEVER delivered.

In fact, the bins with the serial numbers we were supposedly issued with are currently located at a block of units in Clay Street, where they are being used and paid for by a rate payer under two separate waste services on his rate notice. He original received one set of bins for his two flats. He then requested a second set of bins shortly after. The bins were delivered to this property. Investigations since by myself has shown that this rate payer and ourselves apparently have the same bin serial numbers recorded against our name.

No business is conducted from the premises.

To confirm this, I have attached recent screenshots from **Google Street View** and **Six Maps** clearly showing the front of the block is empty land with stored machinery only on the back section.

Incorrect Charges Applied

517 Clay Street (our home)

Correctly charged:
• Domestic Waste Management Charge

529 Keble Street (block)

Incorrectly charged:
• Waste Collection Charge (Non-Residential)
Despite being vacant, with no bins and no waste service.

We have been incorrectly charged:
$572 per year × 2 years = $1,144 overcharged.

We request that the full $1,144 be refunded as we have **never** used this service nor received bins.

Request for Correction & Refund

Before the latest rates notice, the Keble Street property was also in **credit** of **$2,846.84**.
We request that this credit be **transferred to our residential property at 517 Clay Street**.

Any remaining credit, including the refund for overcharged waste services, should then be refunded to our nominated bank account. These details will be provided once this matter has been fully resolved.

Conclusion

We trust that Council will reconsider this matter based on the clear evidence provided and correct the incorrect waste charge immediately.

We have always acted in good faith and respectfully request that Council do the same.

Yours sincerely and in good faith,

Ann Young

Anne Young
Phone: [redacted]
Email: [redacted]

Hay Shire Council
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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

10th October 2025

Mrs Ann Young

Email: mos1959@outlook.com

Dear Mrs Young,

Re: Waste Charges – 529 Keble Street

I refer to your email dated 10th August 2025 and our subsequent meeting regarding waste charges at 529 Keble Street, Hay.

Firstly, I wish to apologise for the delayed response.

I can confirm that I have investigated the matter. Council has determined that the property is not vacant and is being used to conduct what appears to be a business activity, hence why the bins were delivered.

Therefore, we maintain that the property has been correctly levied the Domestic Waste Management Charge.

Thank you for taking the time to write to Council. In the meantime, if you have any queries, please do not hesitate to contact me on (02) 6990 1100.

Yours faithfully

D Webb

David Webb
General Manager.

C6 – Policies off Exhibition

REPORTING OFFICER	Executive Manager – People & Governance
ATTACHMENTS	Draft Library Policy, dated September 2025 Draft Debt Management and Hardship Policy, dated September 2025 Draft Companion Animals and Livestock Management Policy, dated September 2025

INTRODUCTION

At the September 2025 Ordinary Meeting, Council resolved to place the draft Library Policy, the draft Debt Management and Hardship Policy, and the draft Companion Animals and Livestock Management Policy on public exhibition for a minimum period of 28 days. The exhibition period has now concluded, with no submissions received from the community. The purpose of this report is to present the final versions of the policies to Council for adoption.

COMMENTARY

A comprehensive review process was undertaken to ensure that all three policies remain current, compliant with legislative requirements, and reflective of community needs and expectations. The revised policies incorporate clearer guidance, improved structure, and enhanced alignment with best practice standards across their respective areas.

All three policies were exhibited for the required minimum period of 28 days. No submissions were received, and no changes have been made to the draft versions presented at the September 2025 Ordinary Meeting.

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 1.2.4 Create a safe, inclusive, and resilient community where all members feel secure, supported, and empowered to thrive 1.3 Our community is connected 1.3.2 Build a connected, collaborative community 1.4 Our youth and aged are supported 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 **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	Companion Animals Act 1998 Impounding Act 1993 Library Act 1939 & Library Regulation 2018 Local Government Act 1993
POLICY IMPLICATION	These policies will supersede all previous policy versions
ASSET IMPLICATION	Nil
RISK IMPLICATION	Failure to comply with legislative compliance

RECOMMENDATION

That Council adopt the following policies as presented:

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

Hay Shire Council Policy

Title of Policy	DRAFT Library Policy		
This applies to	Council and the Community		
Author	Mark Dowling	**Date Approved:**	
Position of Author	Deputy General Manager	**Authorised by:**	Council
Legislation, Australian Standards, Code of Practice.	*Library Act 1939 (NSW)* *Library Regulation 2018 (NSW)* *Copyright Act 1968 (Cth)* *Privacy and Personal Information Protection Act 1998 (NSW)* *Disability Inclusion Act 2014 (NSW)* *Children and Young Persons (Care and Protection) Act 1998 (NSW)*		
Related Policies/Procedures	NSW State Library Guidelines for Local Authorities NSW Public Libraries Association (NSWPLA) Statements (Respect for Staff; Inclusive Libraries) Australian Library and Information Association (ALIA) Free Access to Information Statement Hay Shire Council Community Strategic Plan Hay Shire Council Customer Service Charter Hay Shire Council Disposal Policy Hay Shire Council Code of Conduction Library Collection Development Plan (under development)		
Attachments			
Aim	To provide information and guidance on the operation of the Hay Shire Library.		
Version	**Details**		**Date**
Version 2	Revised Policy		2nd September 2025
Superseded Policies	**Version 1 – 29th April 2014**		
The Policy			

PURPOSE

This policy sets out Hay Shire Council's commitment to providing equitable, accessible, and high-quality public library services for the community. These services support literacy, lifelong learning, digital inclusion, cultural engagement, and community wellbeing in the Hay Shire, and are delivered in accordance with the Library Act 1939 (NSW), the Library Regulation 2018, and relevant Council plans and strategies.

SCOPE

This policy applies to:

- All Hay Shire Library services, including in-library, outreach, and online services.
- All staff, volunteers, contractors, members, and visitors.

OBJECTIVES

1. Ensure free and equitable access to library membership, collections, and core services, in accordance with the Library Act 1939.
2. Provide a safe, welcoming, and inclusive environment for all community members, including children, seniors, people with a disability, and culturally and linguistically diverse groups.
3. Support lifelong learning, literacy, and digital skills development through targeted programs and access to technology.
4. Enrich community life by being a hub for cultural, educational, and recreational activities.
5. Preserve, collect, and promote the documentary heritage and history of the Hay region.
6. Ensure efficient and sustainable management of resources, staff, and facilities, including environmentally responsible practices.
7. Encourage community input and collaboration with schools, organisations, and regional library networks.

POLICY

Hay Shire Council operates a full library Service in Hay and provides a Home delivery service to Hay Retirement home, Hospital, and to home borrowers.

The Hay Library became part of Western Riverina Community Library Service in 1992 and had a legal agreement and constitution drawn up for that purpose.

Member Councils currently include;

- Carrathool Shire Council
- Griffith City (Headquarters) Council
- Hay Shire Council
- Murrumbidgee Shire Council
- Narrandera Shire Council

The Hay Shire Library Service creates opportunities for access to information, education, culture and recreation. These opportunities are provided to the community freely and with universal rights of success as defined in the relevant legislation.

The Hay Shire Library makes a commitment to:

- Provide free access to library membership and borrowing for all residents.
- Offer a wide range of collections and digital resources, reflecting diverse community interests and viewpoints.
- Deliver programs and services to support literacy, learning, digital inclusion, creativity, and wellbeing.

- Ensure safe use of library spaces through conduct rules, child safety measures, and respectful behaviour standards.
- Promote partnerships and cultural programs, including support for First Nation communities, local artists, and multicultural groups.
- Uphold privacy, copyright, and intellectual freedom principles.
- Provide home library services for those unable to attend in person.
- Operate sustainably and review services regularly in consultation with the community.

MEMBERSHIP AND BORROWING

- Membership is free to all residents and ratepayers, and available to non-residents under set conditions which an additional, non-refundable fee to be paid upon registration.
- Proof of identity and address is required for registration.
- Borrowing limits, loan periods, and renewal conditions are set by the Library Team Leader and are aligned with Western Riverina Libraries policy.
- Members are responsible for the care and timely return of items.
- Fees may apply for replacement of lost/damaged items or for value-added services (e.g., printing, photocopying).

CODE OF CONDUCT

- Treat staff, volunteers, and other users with courtesy and respect.
- Use resources responsibly and lawfully.
- Supervise children in their care at all times.
- Refrain from disruptive or unsafe behaviour.
- Comply with library rules and staff instructions.
- Library staff and volunteers are to comply with Council's Code of Conduct.

Non-compliance may result in suspension or exclusion in line with the Library Act 1939 and Council procedures.

CHILDREN AND YOUNG PEOPLE

- Children under 10 years must be accompanied by a parent, guardian, or responsible carer.
- Staff do not supervise children and are not responsible for their welfare.
- Unattended children may be considered at risk under the Children and Young Persons (Care and Protection) Act 1998 and reported accordingly.
- Programs will support literacy, creativity, and digital skills for children and young people.

LIBRARY COLLECTION DEVELOPMENT AND MANAGEMENT

1. Library Collection Development and Management

1.1 Purpose

The library's collection will be developed, maintained, and managed in line with Council's Library Collection Development Plan, professional standards, community needs, and available budget. The collection will support literacy, lifelong learning, cultural engagement, recreation, and community wellbeing.

1.2 Acquisition and Development

1.2.1. The library will acquire, preserve, and make available books and related library materials in organised collections that support education, information, research, recreation, and the creative use of leisure time.

1.2.2. Collections will be selected to reflect community needs and demand, and will be provided across a diverse range of subjects and formats.

1.2.3. Collections will be balanced, diverse, and uncensored, except where classification laws apply, and will reflect a wide spectrum of viewpoints presented from reliable sources.

1.2.4. Equity of access will be supported through varied formats, literacy resources, free access to core services, inclusive building design, and accessible collection layout.

1.2.5. The library is committed to the provision and active development of online content, digital resources, and e-services as an integral part of its overall collection.

1.2.6. The library will preserve and promote local and regional history, ensuring materials of cultural, historical, and community significance are collected, maintained, and made accessible.

1.3 Collection Review and Disposal

1.3.1. The library will regularly review its collections to ensure they remain current, relevant, and in good condition.

1.3.2. Materials that are outdated, inaccurate, duplicated, superseded, or in poor physical condition will be withdrawn in accordance with professional library standards, Western Riverina Community Library Disposal Policy, and the Library Collection Development Plan.

1.3.3. Withdrawn items may be:

- Replaced with updated editions or alternative titles of similar subject matter;
- Offered for resale, donation, or recycling where appropriate; or
- Disposed of responsibly if no longer suitable for retention.

1.3.4. Disposal will be conducted transparently, ensuring that decisions are made in the best interests of the community and in line with Council's governance and asset management procedures as approved by the General Manager.

1.4 Censorship and Intellectual Freedom

1.4.1. The library upholds the principles of intellectual freedom and the public's right to access information. Collections will reflect a diversity of ideas, experiences, and viewpoints, supporting informed decision-making and lifelong learning.

1.4.2. Materials will not be excluded or removed from the collection on the basis of political, moral, cultural, or religious views. Decisions regarding inclusion, retention, or withdrawal will be made solely on professional grounds, in line with the Library Collection Development Plan.

1.4.3. Access to materials may only be restricted where required by law, including compliance with classification legislation.

1.4.4. The library supports the role of parents, guardians, and carers in guiding their children's access to materials, but will not act in place of parental responsibility by censoring or limiting access to materials based on content or subject matter.

PROGRAMS AND SERVICES

Hay Shire Library is committed to delivering a diverse range of programs and services that respond to the needs of our community and align with the goals of Council's Community Strategic Plan. The library promotes literacy in all its forms — including reading and information literacy, digital and technological literacy, and cultural literacy — as essential foundations for lifelong learning, social participation, and community wellbeing.

Through its programs, the library seeks to foster connection, inclusion, and diversity, providing opportunities for people of all ages, backgrounds, and abilities to learn, share, and engage. Programs are designed and tailored to reflect local community needs and demand, ensuring they are relevant, accessible, and meaningful.

The library will continue to develop and deliver initiatives that:

1. Promote literacy and lifelong learning through activities such as Storytime, reading challenges, Book Week celebrations, and other family-friendly learning opportunities.
2. Support digital inclusion by building confidence and skills in technology use, bridging generational gaps, and enabling access to online information and services.
3. Foster cultural engagement by celebrating local heritage, First Nations stories, multicultural traditions, and creative expression through exhibitions and events.
4. Strengthen community connection through family days, intergenerational programs, social gatherings, and opportunities for collaborative learning and shared experiences.

5. Encourage personal development and wellbeing by hosting talks, workshops, and recreational activities that enhance knowledge, skills, and quality of life.

INTERNET AND TECHNOLOGY USE

- Public internet, Wi-Fi, and digital resources will be provided free of charge.
- Users must comply with copyright, privacy, and child protection laws.
- Access to pornographic, offensive, or unlawful material is prohibited.
- The library is not responsible for damage or data loss resulting from use of its ICT resources.

PRIVACY AND CONFIDENTIALITY

Personal information will be managed in accordance with the Privacy and Personal Information Protection Act 1998 (NSW).

Data will only be used for library purposes and disclosed when legally required.

Any breach or unauthorised disclosure of personal information will be managed in accordance with the Privacy and Personal Information Protection Act 1998 (NSW) and related legislation. Such breaches will be addressed promptly, communicated to the affected party as soon as they are known, and handled sensitively in line with Council's privacy and data breach response procedures.

Hay Shire Council Policy

Title of Policy	Debt Management and Hardship Policy		
This applies to	Council		
Author	Mark Dowling	**Date Approved:**	
Position of Author	Deputy General Manager	**Authorised by:**	
Legislation, Australian Standards, Code of Practice.	- Local Government Act 1993 – Sections 564–601 - Local Government (General) Regulation 2021 - Office of Local Government Debt Management and Hardship Guidelines 2018 Privacy and Personal Information Protection Act 1998		
Related Policies/Procedures	Revenue Policy		
Attachments			
Aim	To establish a management framework and procedure for the collection of outstanding debts		
Version	**Details**		**Date**
V1	Initial Issue		September 2025
Superseded Policies	**Debt Recovery Procedure – 29/4/14**		

The Policy

Purpose

This policy sets out a transparent and equitable approach to the recovery of overdue rates and charges while supporting ratepayers experiencing genuine financial hardship. It reflects the Council's commitment to supporting its rural community some of whom may face disadvantage and challenges from time to time.

2. Objectives

Council's Debt Management and Hardship Policy is designed to ensure compliance with the Local Government Act 1993 and the Office of Local Government 2018 guidelines, while minimising outstanding debt in a fair and compassionate manner. The policy recognises the importance of supporting vulnerable community members by providing accessible hardship provisions, and places a strong emphasis on building early engagement with ratepayers to address issues before debts escalate wherever possible.

3. Scope

This policy applies to:

- All rates and charges under the Local Government Act 1993.
- Interest and legal recovery costs.
- Residential, business, and farmland properties.

4. Debt Management Approach

Council takes a staged and proactive approach to managing debt, acknowledging the financial pressures facing households and businesses. This includes:

- Timely issue of rates notices and reminders
- Phone/email follow-up prior to legal recovery
- Offering flexible, reasonable payment options
- Considering hardship assistance before escalation
- Minimising legal costs where possible

5. Hardship Assistance

5.1. Definition of Financial Hardship

Hardship is recognised as a situation where a ratepayer is unable to meet reasonable living expenses and pay Council rates due to financial, personal, or environmental factors such as low income, unemployment, ill health, natural disasters, or family crisis.

5.2. Support Options

As part of its commitment to supporting ratepayers experiencing financial difficulty, Council may offer a range of assistance measures. These may include extended payment plans, temporary suspension of recovery actions, waiver of interest charges in accordance with section 567 of the Local Government Act 1993, deferral of rates and charges under sections 567 and 582, and referral to independent financial counselling services. Such options are provided to help ratepayers manage their obligations while maintaining a fair and consistent approach to hardship and debt recovery.

5.3. Application Process

Applicants complete a Hardship Application Form and provide supporting documents. Applications are assessed confidentially by finance staff and responded to within 28 days. Applications to waive or reduce any charge other than interest under Section 567 must be made to the General Manager and referred to the Council for consideration.

6. Payment Arrangements

Where hardship is not evident, but payment difficulty exists, payment plans are offered under Section 564 based on capacity to pay.

7. Recovery Process

Council's recovery actions may include issuing reminders, serving legal notices, and, in extreme circumstances, proceeding to the sale of land in accordance with the Local Government Act 1993. Legal action will only be undertaken once all reasonable options to recover outstanding debts have been explored and exhausted.

8. Monitoring and Reporting

Quarterly debt reports are reviewed, and trends in hardship support are monitored.

9. Review and Appeals

A ratepayer dissatisfied with any deb recovery decision may request a review by submitting a written application to the General Manager.

10. Privacy

All information is treated as confidential and handled in accordance with privacy laws.

Appendices

- Appendix A: Hardship Application Form

- Appendix B: Payment agreement form

Hay Shire Council Policy

Title of Policy	Hay Shire Council Companion Animal and Livestock Management Policy		
This applies to	Land with the following zonings within the Hay Urban Area: E4 General Industrial; RU5 Village; RE1 Public Recreation; R2 Zones		
Author	Jack Terblanche	**Date Approved:**	
Position of Author	Executive Manager Planning & Compliance	**Authorised by:**	
Legislation, Australian Standards, Code of Practice.	• 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) • Hay Shire Council Local Environmental Plan (LEP)		
Related Policies/Procedures			
Attachments	Nil		
Aim	This policy outlines Hay Shire Council's commitment to the responsible management of companion animals and livestock within the Hay Local Government Area (LGA). Its primary objectives are to: • Ensure the welfare, safety, and responsible ownership of companion animals. • Minimise public health and safety risks associated with animals. • Maintain community amenity by addressing issues such as noise, odour, and nuisance. • Provide clear guidelines for the keeping of livestock and farm animals in urban and peri-urban areas. • Mitigate risks to Hay Shire Council arising from animal management operations. • Adhere to all relevant New South Wales (NSW) legislation.		

Version	**Details**	**Date**
Version 1	Initial Issue	September 2025
To be reviewed	2029	

Superseded Policies	Keeping of Domestic Animals Policy (Animals other than Companion Animals) (July 2011)

The Policy

1. Scope

This policy applies to all companion animals (primarily dogs and cats) and livestock/farm animals kept within the urban areas of Hay Shire Council LGA, including residential, commercial, and public spaces. It provides direction for Council staff, residents, and visitors.

2. Legal Framework

This policy operates within the framework of, and is subject to, the following principal NSW legislation, as amended from time to time:

- Companion Animals Act 1998 (NSW) and Companion Animals Regulation 2018 (NSW):
  - Governs the identification (microchipping) and registration of dogs and cats (refer to Part 2, Division 1, Sections 8 & 9 of the Act).
  - Defines owner responsibilities regarding control, nuisance, and prohibited places (refer to Part 3 for dogs, e.g., Sections 12, 12A, 13, 14, 20, 21A, and Part 4 for cats, e.g., Sections 29, 30, 31 of the Act).
  - Outlines procedures for dealing with dangerous, menacing, and restricted dogs (refer to Part 5, Sections 33, 33A, 55 of the Act).
  - Empowers local councils with enforcement responsibilities.
- Impounding Act 1993 (NSW) and Impounding Regulation 2017 (NSW):
  - Provides powers for the impounding of unattended or trespassing animals (refer to Part 2, Division 1, Section 5 and Division 2, Sections 9 & 10 of the Act).
  - Stipulates requirements for notifying owners, care of impounded animals, and procedures for their release, sale, or destruction (refer to Part 3, Sections 20, 21, 23, 24 of the Act).
  - Crucially, Section 22 permits the destruction of injured, diseased, or distressed animals. Section 44 requires humane destruction (refer to Sections 22 & 44 of the Act).
- Prevention of Cruelty to Animals Act 1979 (NSW) (POCTA) and associated Regulations:
  - Prohibits acts of cruelty to animals and imposes a duty of care on persons in charge of animals (refer to Sections 4, 5, 6 of the Act, particularly Section 5(3) for duty of care).
  - Requires the provision of proper and sufficient food, drink, shelter, and veterinary treatment (refer to Section 8 of the Act).
  - Outlines offences, penalties, and powers of authorised officers (including Council Rangers).
- Local Government Act 1993 (NSW):
  - Confers general powers on councils to make local orders and policies for the good rule and government of their area, including matters related to animal management and public amenity (refer to Chapter 7, Part 2, Division 1, Section 124 of the Act).
  - Enables councils to issue orders to address nuisances or risks.
- Biosecurity Act 2015 (NSW) and associated Regulations:
  - Establishes a framework for managing biosecurity risks, including those posed by livestock.

    - Requires Property Identification Codes (PICs) for properties keeping livestock, regardless of the number of animals (refer to Part 6 of the Act).
    - Imposes general biosecurity duties on all persons dealing with biosecurity matter (refer to Part 2, Section 22 of the Act).
- Public Spaces (Unattended Property) Act 2021 (NSW):
    - Addresses the issue of unattended property, including animals, in public places (refer to Sections 11 & 12 of the Act regarding unattended and trespassing animals in public spaces).
    - Supplements the Impounding Act 1993 regarding straying stock on public land.
- Hay Shire Council Local Environmental Plan (LEP):
    - These local planning instruments may contain specific zoning provisions and development standards related to the keeping of animals, including livestock, on different land uses within the LGA.

4. Policy Principles - Companion Animals

4.1 Responsible Pet Ownership

Hay Shire Council promotes responsible pet ownership as the cornerstone of effective companion animal management. Owners are expected to:

- Identification & Registration: Ensure all dogs and cats are microchipped by 12 weeks of age and registered with Council by 6 months of age (or within 28 days of acquisition if older), as per the Companion Animals Act 1998, Sections 8 & 9.
- Control: Keep dogs under effective control in public places (e.g., on a leash) and prevent them from escaping property, as per the Companion Animals Act 1998, Sections 12A & 13.
- Nuisance Prevention: Take all reasonable steps to prevent their animals from causing a nuisance (e.g., excessive barking, roaming, defecating in public places), as per the Companion Animals Act 1998, Sections 20, 21A (dogs) & 31 (cats).
- Welfare: Provide adequate food, water, shelter, exercise, and veterinary care in accordance with the Prevention of Cruelty to Animals Act 1979, Section 8 and the general duty of care under Section 5(3).
- Desexing: Council strongly encourages the desexing of companion animals to reduce unwanted litters and improve animal welfare outcomes.

4.2 Rehoming Priority and Euthanasia as a Last Resort

Hay Shire Council is committed to a compassionate approach to companion animal management, consistent with best practice animal welfare principles promoted by leading organisations such as the RSPCA.

- Rehoming Focus: Council will make every reasonable effort to rehome impounded companion animals that are suitable for adoption. This includes:
    - Extending statutory holding periods where feasible, beyond the minimums prescribed by the Impounding Act 1993, Part 3 (e.g., 7 days for identified animals, 14 days for unidentified animals).
    - Conducting thorough behavioural and health assessments.
    - Actively seeking suitable new homes through Council's rehoming programs and by collaborating with reputable animal welfare organisations and rescue groups.
    - Utilising social media and other platforms to promote adoptable animals.
- Euthanasia Criteria: Euthanasia will only be considered as a last resort in strictly defined circumstances, including:

    - Where an animal is suffering from an untreatable illness or injury causing irreversible pain or distress, as certified by a registered veterinarian (in accordance with Section 22 of the Impounding Act 1993).
    - Where an animal poses an unacceptable risk to public safety due to severe aggression or dangerous behaviour that cannot be safely managed or rehabilitated, as assessed by qualified animal behaviourists or Council's authorised officers.
    - Where, despite all reasonable and prolonged efforts, a suitable rehoming outcome cannot be achieved, and the animal's quality of life in a pound environment is severely compromised.
- All euthanasia will be carried out humanely by trained personnel in accordance with Section 44 of the Impounding Act 1993 and relevant codes of practice.

4.3 Impounding and Release Procedures

Council's impounding procedures for dogs and cats will comply with the Impounding Act 1993. This includes:

- Seizure of unattended or trespassing animals (refer to Sections 9 & 10).
- Notification to owners where animals are identified (refer to Section 20).
- Provision of proper care, food, and water for impounded animals (refer to Section 21).
- Release of animals to owners upon payment of prescribed fees and charges (including registration and microchipping if not already compliant) (refer to Section 23).

4.4 Dangerous, Menacing, and Restricted Dogs

Council will strictly enforce the provisions of the Companion Animals Act 1998, Part 5 relating to dangerous, menacing, and restricted dogs to ensure public safety. This includes:

- Declaration procedures.
- Mandatory control requirements (e.g., secure enclosures, muzzling in public, warning signs).
- Seizure and destruction powers for non-compliance or serious attacks.

4.5 Managing Impacts of Noise and Events (e.g., Fireworks)

Hay Shire Council recognises that loud noises and sudden events, such as fireworks displays, can cause significant distress, fear, and potential injury to companion animals and livestock. To mitigate these impacts and ensure animal welfare and public safety, Council will:

- Public Awareness: Event organisers and Fireworks contractors must to have public awareness campaigns prior to anticipated large-scale events involving fireworks, advising pet owners on how to secure and comfort their animals. This must include letter drops to all property owners within a 1km radius of events.
- Event Planning: Encourage event organisers to consider the impact on animals when planning fireworks displays, including potential alternative noise-reduced options or appropriate notification periods.
- Responsible Pet Ownership During Events: Advise residents to ensure their companion animals are securely contained and identified during periods of increased noise, such as New Year's Eve or other public celebrations.
- Livestock Management: Encourage livestock owners in peri-urban areas to take appropriate measures to secure and monitor their animals during such events to prevent escape or injury.

5. Policy Principles - Livestock and Farm Animals in Urban Areas

Hay Shire Council recognises that the keeping of livestock and farm animals in urban and peri-urban areas can contribute to a rural lifestyle but also presents unique challenges for public amenity and health.

5.1 General Principles

- The keeping of livestock and farm animals in urban areas is generally discouraged where it may cause nuisance or health risks to neighbours or the wider community.
- Any person keeping livestock must comply with the Biosecurity Act 2015, including obtaining a Property Identification Code (PIC) where required (Part 6), regardless of whether the animals are kept as pets or for commercial purposes.
- Development consent from Council may be required for the keeping of certain numbers or types of livestock, or for the construction of associated structures (e.g., stables, large poultry houses). Refer to the Hay Shire Council LEP.

5.2 Specific Guidelines for Keeping Livestock in Urban Areas

Where the keeping of livestock is permitted by zoning and does not require development consent, owners must adhere to the following minimum standards to prevent nuisance and ensure animal welfare:

- Numbers: The number of animals permitted will be assessed on a case-by-case basis, considering property size, zoning, and potential impact on neighbours.
- Setbacks: Animal enclosures, sheds, and manure storage areas must be located at appropriate distances from dwellings, public places, food premises, and property boundaries to minimise noise, odour, and visual impact. As a guide, and subject to specific Council determination:
    - Poultry (excluding roosters): Not to be kept within 4.5 metres of a dwelling, public hall, school, or premises used for food preparation/storage (consistent with common local government regulations derived from public health considerations).
    - Pigs/Swine: Not to be kept (and swine's dung not to be deposited) within 60 metres of any dwelling, shop, office, factory, church, school, or public place in a city, town, village, or urban part of an area (consistent with common local government regulations).
    - Horses/Cattle/Goats/Sheep: Not to be kept within 9 metres of a dwelling, school, shop, office, factory, workshop, church, public hall, or food premises (consistent with common local government regulations).
- Enclosures and Containment:
    - Animals must be securely contained within escape-proof enclosures appropriate for their species.
    - Fences and gates must be well-maintained to prevent escape and ensure animal safety.
- Hygiene and Waste Management:
    - Enclosures and yards must be kept clean, well-drained, and free from accumulated waste.
    - Manure and soiled bedding must be removed regularly (e.g., daily for stables, frequently for poultry houses) and disposed of in a manner that prevents odour, fly breeding, and water pollution.
    - Floors of stables and poultry houses should be paved with an impervious material (e.g., concrete) where necessary, and properly graded for drainage.
- Shelter and Welfare:
    - Adequate shelter from sun, wind, and rain must be provided.

    - Animals must have constant access to clean water and appropriate food.
    - Any signs of disease or injury must be addressed promptly, including veterinary attention if required (as per POCTA Act 1979, Section 5(3)).
- Noise and Odour: Owners must take all reasonable steps to prevent noise (e.g. persistent animal calls) and odours from causing a nuisance to neighbours.
- Roosters: The keeping of roosters in urban residential areas is not permitted due to their potential to cause excessive noise and impact on amenity.
- Straying Stock: Owners are responsible for preventing their livestock from straying onto public roads or other private properties. Council Rangers may impound straying stock under the Impounding Act 1993 or Public Spaces (Unattended Property) Act 2021, and fees and fines will apply. Disputes between neighbours regarding trespassing stock are generally civil matters.

6. Risk Management for Hay Shire Council

Hay Shire Council acknowledges its responsibilities and the potential risks associated with animal management. Council will implement strategies to mitigate these risks:

- Public Safety Risk (e.g., dog attacks, vehicle accidents with straying stock):
    - Mitigation: Strict enforcement of dangerous dog provisions; proactive impounding of roaming animals; community education on responsible pet ownership and livestock containment; collaboration with police and Local Land Services regarding straying stock on roads.
- Public Health Risk (e.g., zoonotic diseases, hygiene issues, pest infestations):
    - Mitigation: Enforcement of hygiene standards for animal keeping; promotion of desexing and vaccination; proper management of impounded animals; education on responsible waste disposal.
- Environmental Impact Risk (e.g., water pollution from waste, odour, noise):
    - Mitigation: Enforcement of setbacks and waste management guidelines for livestock; investigation and resolution of nuisance complaints.
- Financial Risk (e.g., costs of impounding, care, veterinary treatment, legal claims):
    - Mitigation: Efficient pound operations; recovery of impounding and sustenance fees; robust policy and procedure adherence to minimise legal exposure; appropriate insurance coverage.
- Reputational Risk (e.g., public criticism regarding animal welfare, euthanasia rates):
    - Mitigation: Transparent and humane animal management practices; strong emphasis on rehoming; clear communication with the community; partnerships with reputable animal welfare organisations; regular review of animal management outcomes.
- Compliance Risk (e.g., failure to comply with state legislation):
    - Mitigation: Regular training for authorised officers; up-to-date knowledge of legislative changes; consistent application of laws and policies; robust record-keeping.

7. Definitions

- Companion Animal: Primarily dogs and cats as defined by the Companion Animals Act 1998, but may also include other domestic animals kept for companionship.
- Livestock/Farm Animal: Animals typically kept for agricultural purposes, including but not limited to cattle, sheep, goats, horses, pigs, and poultry (e.g., chickens, ducks).

- Urban Area: Land zoned for residential, commercial, or industrial purposes within the Hay LGA, as defined by the Hay Shire Council Local Environmental Plan. These include the following zonings E4 General Industrial; RU5 Village; RE1 Public Recreation; R2 Zones.
- Nuisance: Any act, omission, or condition relating to an animal that unreasonably interferes with the peace, comfort, or convenience of a person, or causes damage to property.
- Authorised Officer: A person appointed by Hay Shire Council under relevant legislation (e.g., Local Government Act, Companion Animals Act, Impounding Act) to exercise powers under those Acts.
- Rehoming: The process of finding a suitable, permanent new home for an impounded or surrendered animal, typically through adoption.

8. Policy Review

This policy will be reviewed by Hay Shire Council every four years, or earlier if there are significant changes in legislation, community expectations, or operational requirements.

C7 – Cumberland City Council

REPORTING OFFICER	General Manager
ATTACHMENTS	- Nil

INTRODUCTION

Cumberland City Council has advised it is planning to visit Hay in December 2025.

COMMENTARY

Cumberland City Council has advised it is planning to visit Hay in December 2025, including a viewing of the refurbished John Houston Memorial Swimming Pool in which it has made financial contribution.

The exact dates and attendees are still being finalised and is expected to be known shortly.

The alliance between the two councils has been in place for approximately 16 years and is very valued by both councils. Although Hay would appear to get a lot from the relationship, Cumberland certainly benefit as well from the connection, and we welcome our city cousins to Hay.

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	Memorandum of Understanding (MOU) – Hay Shire Council and Cumberland City Council, dated July 2024
ASSET IMPLICATION	Nil
RISK IMPLICATION	Nil

RECOMMENDATION

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

C8 – Councillor Conference Attendance

REPORTING OFFICER	Executive Manager – People & Governance
ATTACHMENTS	Nil

INTRODUCTION

This report provides details of Councillors conference expenses in accordance with section 15.2 of Councils payment of expenses and provision of facilities policy.

COMMENTARY

The table below lists the activities for the period 1/7/2024 to 30/6/2025.

Conference	Councillors attendance	Registration, accommodation and travel costs	Total Cost (exc GST)
National General Assembly	Cr Garner Cr Oataway Cr Quinn	Registration - $3919 Accommodation - $5732.92	$9651.92
Financial Sustainability	Cr Oataway Cr Quinn	Registration $1000 Accommodation $781.36	$1781.36
NSW Rural and Regional Summit	Cr Oataway	Registration - $ 508.18 Accommodation - $210.00 Travel - $409.14	$1127.32
National Local Roads and Transport Congress	Cr Garner	Travel - $697.20 Accommodation - $773.89	$1,471.09
Country Mayors Association Meetings	Cr Oataway	Accommodation - $1,305 Travel - $439.67	$1,744.67
RAMJO	Cr Oataway	Accommodation $136.36 Registration $175.46	$311.82
LGNSW Annual Conference	Cr Oataway Cr Quinn	Registration - $2,558.18 Accommodation - $1855.64 Travel - $236.33	$4,413.82
Murray Darling Association	Cr Chapman Cr Porter	Registration - $1580.00 Accommodation - $636.37	$2,216.37

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	Sections 252 and 253 of the Local Government Act 1993 and Section 403 of the Local Government (General) Regulation 2005
POLICY IMPLICATION	Payment of Expenses and Provision of Facilities Policy

ASSET IMPLICATION	Nil
RISK IMPLICATION	Nil

RECOMMENDATION

That Council notes and receives the report.

C9 –2024/2025 Annual Report

REPORTING OFFICER	Executive Manager – People & Governance
ATTACHMENTS	• 2024-2025 Annual Report (including ARIC Annual Report & Attestation – Under separate cover • GIPA – Under separate cover

INTRODUCTION
Council is required, within five months after the end of each financial year, to prepare an annual report for that year reporting as to its achievements in implementing its delivery program. A draft 2024/25 Hay Shire Council Annual Report and annual GIPA report is tabled for Council's endorsement.

COMMENTARY
Section 428 of the Local Government Act provides that Council must prepare an annual report within five months after the end of each financial year, i.e. by 30 November. The annual report must include the following information:

1. A report on Council's achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed;
2. A copy of the Council's audited financial reports prepared in accordance with the Local Government Code of Accounting Practice and Financial Reporting published by the Department, as in force from time to time. (Subject of a separate report and included in the Annual Report)
3. In the year in which an ordinary election of Councillors is held the annual report must include a report as to the state of the environment in the local government area (State of the Environment Report). The last SOE report was presented with the 2020-2021 Annual Report;
4. In the year in which an ordinary election of Councillors is held the annual report must include a report as to the council's achievements in implementing the community strategic plan over the previous 4 years (End of Term Report); and
5. Such other information or material as the regulations or the guidelines under section 406 may require.

With respect to 5) above, the Local Government Regulation specifies the following information to be included in Council's annual report:

a. Details of any overseas visits undertaken by councillors, council staff or other persons representing the Council.
b. Total cost of the payment of expenses and provision of facilities to councillors in relation to their civic functions.
c. Details of each contract in excess of $150,000 awarded by the Council during the year (whether as a result of a tender or otherwise).
d. Amounts incurred by the council during the year in relation to legal proceedings taken by or against the Council.
e. Resolutions made by Council during the year under section 67 (3) of the Local Government Act concerning work carried out on private land.

f. The total amount contributed or otherwise granted under section 356 of the Local Government Act.

g. A statement of all external bodies that during the year exercised functions delegated by the Council.

h. A statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies (whether or not incorporated) in which the Council held a controlling interest or participated in.

i. Activities undertaken by Council during the year to implement its equal employment opportunity management plan.

j. The total remuneration comprised in the remuneration package of the general manager during the year.

k. Total remuneration comprised in the remuneration package of all senior staff members (other than the general manager)

l. Activities undertaken by Council in relation to enforcing and ensuring compliance with the Companion Animals Act 1998 and regulations made under that Act.

m. Rates and charges written off during the year.

n. Information regarding training and professional development activities provided to the mayor and councillors.

o. Details of fraud control activities undertaken during the year.

p. A statement detailing the action taken by the council in relation to any issue raised by the Anti-slavery Commissioner during the year concerning the operations of the council and identified by the Commissioner as being a significant issue.

Council is also required to prepare an GIPA annual report in accordance with the requirements of section 125 of the GIPA Act and clause 7 of the Government Information (Public Access) Regulation (GIPA Regulation). In this annual report Council are required to include statistical information on formal access applications in the form required by Schedule 2 of the GIPA Regulation.

This GIPA report is included with, and forms part of, Council's 2024/2025 Annual Report.

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	Local Government Act 1993
POLICY IMPLICATION	Legislative Compliance Policy
ASSET IMPLICATION	Nil
RISK IMPLICATION	Compliance

RECOMMENDATION

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.

C10 – Quarterly Budget Review Report

REPORTING OFFICER	Deputy General Manager
ATTACHMENTS	1.QBR Statement (template) and Budget Papers

INTRODUCTION

Quarterly Budget Review Report as at 30th September 2025.

COMMENTARY

A Quarterly Budget Review has been completed to 30th September 2025 comparing Councils original budget to actual performance.

The estimated Working Capital (unrestricted funds) results are now: -

	Original		Projected Year End Result	
General Fund	Surplus	$68,240	Deficit	$840,546
Water Fund	Deficit	$32,000	Deficit	$81,098
Sewer Fund	Surplus	$93,676	Deficit	$553,592

This is the first quarterly budget review prepared in accordance with the Quarterly budget Review Statement guidelines for Local Government. As previously advised Council is required to complete budget templates from by the Office of Local Government and submit every quarterly. The most significant change for Council is that the budgets are now prepared by line item instead of function however for additional information a separate budget by function for the three funds has been prepared and circulated which allows a more detailed analysis and assessment.

There are a number of amendments to the original budget for Council consideration the largest area being for carry over projects such as the pool replacement and the purchase of the Jetpatcher (580k) which was not delivered until July 2025. The carry over items together with some unexpected changes has meant that the working capital results have deteriorated substantially from the original budget of 2025-2026. However, we should be mindful that for many of these items there was a corresponding saving in 2024-2025 which has been taken up.

The result for general Fund represents a significant variation on the original projected result however, Council still has a very satisfactory working capital balance. As at June 30 2025 General fund had working capital of $3,311,000 which means that on current projections estimated working capital should be around 2.5 million at 30/6/2026.

Major changes to the budget include:-

- Swimming Pool restoration
- Purchase of Jetpatcher
- Financial assistance grant prepayment

- Reduction in interest on invested funds
- Sale of real estate assets
- Economic development funding programs
- Legal Costs
- Council Chambers Upgrade
- Water and Sewer fund Scada upgrade
- Rural Fire Service Fleet maintenance
- Water user charges

The general trend in the budgets in all three funds is that there continues to be cost creep right across Councils service areas which is proving a challenge to manage. As detailed, all of Councils funds are currently in a heathy financial position but more than ever Council needs to actively monitor, measure and adapt to meet the changing financial conditions. The current budget has a high proportion of fixed costs with very little opportunity for discretionary spend. Council staff have identified areas of greatest risk of cost overrun and are looking at every opportunity to manage these.

As Responsible Accounting Officer I advise that I believe that Councils financial position is satisfactory, having regard to the original estimate of income and expenditure and that there is no remedial action to be taken.

A completed list of the recommended changes is tabled for Council adoption.

Budget Item	Quarterly Budget Review September Changes
01120. Financial Control Revenue	**2,433,848**
0115. Grants & Subsidies Recurrent	2,373,848
0121. Interest on Direct Investments	60,000
01200. Engineering Operations Revenue	**(7,000)**
0110. User Fees & Charges	(7,000)
01210. Foreshores & Beaches Revenue	**(19,904)**
0115. Grants & Subsidies Recurrent	(2,006)
0135. Capital Grants Received	(17,898)
01260. Roads & Bridges Revenue	**58,348**
0115. Grants & Subsidies Recurrent	(25,568)
0135. Capital Grants Received	83,916
01340. Regional Roads Revenue	**(11,000)**
0115. Grants & Subsidies Recurrent	(11,000)
01720. Swimming Pool(s) Revenue	**(1,209,728)**
0115. Grants & Subsidies Recurrent	(6,020)
0135. Capital Grants Received	(1,203,708)
02070. Fire Control Revenue	**7,000**
0115. Grants & Subsidies Recurrent	7,000
02170. Economic Development Revenue	**(550,000)**
0115. Grants & Subsidies Recurrent	(550,000)
02171. Youth Programs	**(4,903)**
0115. Grants & Subsidies Recurrent	(4,903)

03000. General Manager's Office	**0**
0360. Professional Services	(20,000)
0370. Subscriptions and Memberships	20,000
03020. Elected Members Expenses	**(5,000)**
0330. Mayor & Elected Member Expenses	(5,000)
03100. Corporate Services Management	**17,200**
0350. Office Administration Expenditure	2,200
0365. Legal & Debt Recovery Costs	15,000
03140. IT Services	**70,000**
0355. Computer / IT Costs	70,000
03200. Engineering Operations Management	**9,190**
0360. Professional Services	2,190
0370. Subscriptions and Memberships	7,000
03320. Road Furniture Maintenance	**20,000**
0547. Road Furniture Maintenance	20,000
03340. Regional Roads Maintenance	**97,000**
0540. Road Maintenance	97,000
03360. Unsealed Rural Roads Maintenance	**(211,120)**
0540. Road Maintenance	(211,120)
03510. Aerodrome Operations	**23,708**
0350. Office Administration Expenditure	1,500
0410. Insurance	2,208
0610. Airstrip Apron & Marker Maintenance	20,000
03550. Plant Operating Expenses	**170,000**
0680. Depreciation	170,000
03560. Plant Recovery of Operating Costs	**(170,000)**
0975. Plant Hire Recovery (Internal)	(170,000)
03710. Libraries	**65,000**
0300. Employee Costs	65,000
04010. Town Planning Office	**30,000**
0300. Employee Costs	30,000
04020. Building Control Office	**(6,000)**
0300. Employee Costs	(6,000)
04070. Fire Control Expenses	**62,000**
0510. Grounds Maintenance	22,000
0591. Fixed Plant & Equipment Maintenance	40,000
04160. Commercial Undertakings Operations	**198,996**
0690. Loss on Disposal of Assets	198,996
04170. Economic Development	**(383,000)**
0300. Employee Costs	(233,000)
0360. Professional Services	(150,000)
04171. Economic Development Programs	**933,000**
0300. Employee Costs	433,000
0360. Professional Services	500,000
04172. Youth Programs	**4,903**
0460. Community Programs & Events	4,903

07230. Parks Reserves & Horticulture Capital Works	**19,904**
0712. Other Improvements to Land Capital Works	19,904
07280. Bridges Capital Works	**1,347,120**
0745. Bridge & Culvert Capital Works	1,347,120
07300. Footpaths & Bike Track Capital Works	**(40,000)**
0761. Bike Track Capital Works	(40,000)
07320. Road Furniture Capital Works	**20,000**
0749. Road Furniture Capital Works	20,000
07330. Urban Streets Capital Works	**(194,747)**
0740. Road Capital Works	(194,747)
07340. Regional Roads Capital Works	**(1,259,000)**
0740. Road Capital Works	(1,259,000)
07350. Sealed Rural Roads Capital Works	**244,441**
0740. Road Capital Works	244,441
07490. Buildings Capital Works	**150,000**
0730. Building Capital Works	150,000
07540. Plant Purchases	**580,145**
0705. Plant Purchases	580,145
07720. Swimming Pool(s) Capital Works	**1,524,106**
0791. Fixed Plant & Equipment Capital Works	1,524,106
21000. Water Revenue Fund 2	**(772)**
0110. User Fees & Charges	50,000
0115. Grants & Subsidies Recurrent	(50,772)
23000. Water Infrastructure Operations Fund 2	**44,144**
0350. Office Administration Expenditure	21,371
0360. Professional Services	22,773
27000. Water Infrastructure Capital Works Fund 2	**5,726**
0783. Filtration Plant Capital Works	5,726
33000. Sewerage Services Operations Fund 3	**646,968**
0350. Office Administration Expenditure	25,180
0360. Professional Services	121,788
0365. Legal & Debt Recovery Costs	500,000
Grand Total	**4,710,573**

RELEVANCE TO COMMUNITY STRATEGIC 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	High
LEGISLATIVE IMPLICATION	Local Government Act 1993, Financial Regulation
POLICY IMPLICATION	Nil
ASSET IMPLICATION	Council needs to provide appropriate resources to ensure service provision and long life of its assets
RISK IMPLICATION	If Councils finances and assets are not properly managed it can increase financial, service provision, reputation, personal injury and compliance risk.

RECOMMENDATION

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.

Hay Shire Council
General Fund Function
QBR 30/9/2025

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
General Manager	**2,015,555**	**2,015,555**	**148,387**	**193,996**	**2,209,551**	**2,061,164**
General Manager`s Office	**507,200**	**507,200**	**124,189**	**0**	**507,200**	**383,011**
01000. General Managers Office Revenue	**0**	**0**	**(890)**	**0**	**0**	**890**
0130. Other Income	0	0	(890)	0	0	890
03000. General Manager's Office	**507,200**	**507,200**	**125,079**	**0**	**507,200**	**382,121**
0300. Employee Costs	404,000	404,000	88,815	0	404,000	315,185
0310. Staff Training	15,000	15,000	1,686	0	15,000	13,314
0350. Office Administration Expenditure	1,000	1,000	427	0	1,000	573
0360. Professional Services	70,200	70,200	13,967	(20,000)	50,200	36,233
0370. Subscriptions and Memberships	2,000	2,000	20,184	20,000	22,000	1,816
0970. Plant Hire (Internal)	15,000	15,000	0	0	15,000	15,000
Elected Members	**198,500**	**198,500**	**33,705**	**(5,000)**	**193,500**	**159,795**
03020. Elected Members Expenses	**198,500**	**198,500**	**33,705**	**(5,000)**	**193,500**	**159,795**
0310. Staff Training	10,500	10,500	0	0	10,500	10,500
0330. Mayor & Elected Member Expenses	151,000	151,000	25,599	(5,000)	146,000	120,401
0340. Civic Functions & Ceremonies	24,000	24,000	3,606	0	24,000	20,394
0405. Grants / Donations Paid	13,000	13,000	4,500	0	13,000	8,500
Governance	**413,355**	**413,355**	**112,630**	**0**	**413,355**	**300,725**
03050. Other Governance	**413,355**	**413,355**	**112,630**	**0**	**413,355**	**300,725**
0300. Employee Costs	335,000	335,000	87,766	0	335,000	247,234
0310. Staff Training	7,355	7,355	0	0	7,355	7,355
0350. Office Administration Expenditure	1,000	1,000	0	0	1,000	1,000
0360. Professional Services	40,000	40,000	1,197	0	40,000	38,803
0370. Subscriptions and Memberships	30,000	30,000	23,667	0	30,000	6,333
Tourism and Events	**433,500**	**433,500**	**69,138**	**0**	**433,500**	**364,364**
01910. Events Promotion Revenue	**(20,000)**	**(20,000)**	**0**	**0**	**(20,000)**	**(20,000)**
0110. User Fees & Charges	(20,000)	(20,000)	0	0	(20,000)	(20,000)
01920. Tourism Revenue	**(35,000)**	**(35,000)**	**(13,319)**	**0**	**(35,000)**	**(21,681)**
0110. User Fees & Charges	(35,000)	(35,000)	(13,179)	0	(35,000)	(21,821)
0125. Reimbursements	0	0	0	0	0	0
0130. Other Income	0	0	(140)	0	0	140
03900. Area Promotion	**77,000**	**77,000**	**16,875**	**0**	**77,000**	**60,125**
0350. Office Administration Expenditure	16,000	16,000	2,082	0	16,000	13,918
0396. Merchandise	29,000	29,000	14,793	0	29,000	14,207
0405. Grants / Donations Paid	30,000	30,000	0	0	30,000	30,000
0460. Community Programs & Events	2,000	2,000	0	0	2,000	2,000
03910. Events Staging & Promotion	**148,500**	**148,500**	**6,786**	**0**	**148,500**	**141,714**
0350. Office Administration Expenditure	1,000	1,000	0	0	1,000	1,000
0460. Community Programs & Events	147,500	147,500	6,786	0	147,500	140,714
03920. Tourism Operations	**263,000**	**263,000**	**58,795**	**0**	**263,000**	**204,206**
0300. Employee Costs	209,000	209,000	43,793	0	209,000	165,207
0310. Staff Training	5,000	5,000	0	0	5,000	5,000
0350. Office Administration Expenditure	9,000	9,000	631	0	9,000	8,369
0370. Subscriptions and Memberships	32,000	32,000	14,017	0	32,000	17,983
0375. Office Equipment & Furniture	1,000	1,000	135	0	1,000	865
0460. Community Programs & Events	5,000	5,000	218	0	5,000	4,782
0970. Plant Hire (Internal)	2,000	2,000	0	0	2,000	2,000

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
Business and Economic Development	**463,000**	**463,000**	**(191,274)**	**198,996**	**661,996**	**853,269**
02170. Economic Development Revenue	**(250,000)**	**(250,000)**	**(250,000)**	**(550,000)**	**(800,000)**	**(550,000)**
0115. Grants & Subsidies Recurrent	(250,000)	(250,000)	(250,000)	(550,000)	(800,000)	(550,000)
02171. Youth Programs	**0**	**0**	**(20,496)**	**(4,903)**	**(4,903)**	**15,593**
0115. Grants & Subsidies Recurrent	0	0	(20,496)	(4,903)	(4,903)	15,593
04160. Commercial Undertakings Operations	**10,000**	**10,000**	**0**	**198,996**	**208,996**	**208,996**
0415. Utilities	10,000	10,000	0	0	10,000	10,000
0690. Loss on Disposal of Assets	0	0	0	198,996	198,996	198,996
04170. Economic Development	**521,000**	**521,000**	**16,562**	**(383,000)**	**138,000**	**121,437**
0300. Employee Costs	291,000	291,000	16,236	(233,000)	58,000	41,764
0310. Staff Training	5,000	5,000	0	0	5,000	5,000
0350. Office Administration Expenditure	2,000	2,000	0	0	2,000	2,000
0360. Professional Services	175,000	175,000	0	(150,000)	25,000	25,000
0370. Subscriptions and Memberships	13,000	13,000	327	0	13,000	12,673
0460. Community Programs & Events	30,000	30,000	0	0	30,000	30,000
0970. Plant Hire (Internal)	5,000	5,000	0	0	5,000	5,000
04171. Economic Development Programs	**0**	**0**	**44,283**	**933,000**	**933,000**	**888,717**
0300. Employee Costs	0	0	0	433,000	433,000	433,000
0360. Professional Services	0	0	0	500,000	500,000	500,000
0460. Community Programs & Events	0	0	44,283	0	0	(44,283)
04172. Youth Programs	**182,000**	**182,000**	**18,377**	**4,903**	**186,903**	**168,526**
0300. Employee Costs	84,000	84,000	18,377	0	84,000	65,623
0310. Staff Training	2,000	2,000	0	0	2,000	2,000
0350. Office Administration Expenditure	2,000	2,000	0	0	2,000	2,000
0360. Professional Services	40,000	40,000	0	0	40,000	40,000
0370. Subscriptions and Memberships	2,000	2,000	0	0	2,000	2,000
0460. Community Programs & Events	50,000	50,000	0	4,903	54,903	54,903
0970. Plant Hire (Internal)	2,000	2,000	0	0	2,000	2,000
Corporate Services	**(6,771,238)**	**(6,771,238)**	**(3,075,292)**	**2,586,048**	**(4,185,190)**	**(1,109,895)**
Manager Corporate Service Office	**182,700**	**182,700**	**59,153**	**17,200**	**199,900**	**140,747**
01100. Corporate Services Revenue	**(44,500)**	**(44,500)**	**(9,869)**	**0**	**(44,500)**	**(34,631)**
0110. User Fees & Charges	(7,500)	(7,500)	(1,816)	0	(7,500)	(5,684)
0125. Reimbursements	(25,000)	(25,000)	(7,607)	0	(25,000)	(17,393)
0130. Other Income	(12,000)	(12,000)	(446)	0	(12,000)	(11,554)
03100. Corporate Services Management	**227,200**	**227,200**	**69,022**	**17,200**	**244,400**	**175,378**
0300. Employee Costs	890,000	890,000	233,979	0	890,000	656,021
0310. Staff Training	10,000	10,000	1,179	0	10,000	8,821
0350. Office Administration Expenditure	88,000	88,000	16,679	2,200	90,200	73,521
0360. Professional Services	148,000	148,000	18,035	0	148,000	129,965
0365. Legal & Debt Recovery Costs	10,000	10,000	900	15,000	25,000	24,100
0375. Office Equipment & Furniture	2,000	2,000	0	0	2,000	2,000
0680. Depreciation	12,200	12,200	0	0	12,200	12,200
0970. Plant Hire (Internal)	4,000	4,000	0	0	4,000	4,000
0980. Overheads / Internal Recharges	(937,000)	(937,000)	(201,750)	0	(937,000)	(735,250)
Rates	**(2,919,321)**	**(2,919,321)**	**(2,849,074)**	**0**	**(2,919,321)**	**(70,247)**
01110. Rates Revenue	**(2,919,321)**	**(2,919,321)**	**(2,849,074)**	**0**	**(2,919,321)**	**(70,247)**
0100. Rates & Charges	(2,401,295)	(2,401,295)	(2,356,064)	0	(2,401,295)	(45,231)
0101. Base Charge Income	(489,426)	(489,426)	(490,510)	0	(489,426)	1,084
0105. Statutory Fees & Charges	(9,000)	(9,000)	(2,500)	0	(9,000)	(6,500)
0115. Grants & Subsidies Recurrent	(19,600)	(19,600)	0	0	(19,600)	(19,600)
Finance	**(4,818,417)**	**(4,818,417)**	**(497,118)**	**2,433,848**	**(2,384,569)**	**(1,887,451)**
01120. Financial Control Revenue	**(5,209,624)**	**(5,209,624)**	**(690,962)**	**2,433,848**	**(2,775,776)**	**(2,084,814)**

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
0115. Grants & Subsidies Recurrent	(4,799,624)	(4,799,624)	(606,444)	2,373,848	(2,425,776)	(1,819,332)
0121. Interest on Direct Investments	(410,000)	(410,000)	(82,018)	60,000	(350,000)	(267,982)
0950. Proceeds on Sales of Assets	0	0	(2,500)	0	0	2,500
03120. Financial Control Operations	**227,000**	**227,000**	**193,844**	**0**	**227,000**	**33,156**
0380. Bank Charges	20,000	20,000	4,076	0	20,000	15,924
0410. Insurance	207,000	207,000	189,767	0	207,000	17,233
0450. Sundry Expenses	0	0	1	0	0	(1)
03121. Loan Repayments	**164,207**	**164,207**	**0**	**0**	**164,207**	**164,207**
0945. Loan Repayments	164,207	164,207	0	0	164,207	164,207
Information Technology	**492,000**	**492,000**	**149,300**	**70,000**	**562,000**	**412,700**
03140. IT Services	**452,000**	**452,000**	**149,300**	**70,000**	**522,000**	**372,700**
0355. Computer / IT Costs	452,000	452,000	149,300	70,000	522,000	372,700
07140. IT Services Capital Expenditure	**40,000**	**40,000**	**0**	**0**	**40,000**	**40,000**
0703. IT Capital Expenditure	40,000	40,000	0	0	40,000	40,000
Libraries	**204,100**	**204,100**	**74,788**	**65,000**	**269,100**	**194,312**
01710. Libraries	**(77,000)**	**(77,000)**	**(3,669)**	**0**	**(77,000)**	**(73,331)**
0110. User Fees & Charges	(2,000)	(2,000)	(1,005)	0	(2,000)	(995)
0115. Grants & Subsidies Recurrent	(75,000)	(75,000)	0	0	(75,000)	(75,000)
0130. Other Income	0	0	(2,664)	0	0	2,664
03710. Libraries	**281,100**	**281,100**	**78,457**	**65,000**	**346,100**	**267,643**
0300. Employee Costs	135,000	135,000	55,878	65,000	200,000	144,122
0310. Staff Training	2,000	2,000	666	0	2,000	1,334
0350. Office Administration Expenditure	10,000	10,000	1,072	0	10,000	8,928
0360. Professional Services	34,000	34,000	0	0	34,000	34,000
0370. Subscriptions and Memberships	6,000	6,000	0	0	6,000	6,000
0375. Office Equipment & Furniture	4,000	4,000	952	0	4,000	3,048
0390. Library Resources	23,000	23,000	0	0	23,000	23,000
0410. Insurance	15,000	15,000	14,461	0	15,000	539
0415. Utilities	5,100	5,100	674	0	5,100	4,426
0420. Security	1,000	1,000	165	0	1,000	835
0425. Cleaning Costs	15,000	15,000	1,036	0	15,000	13,964
0450. Sundry Expenses	1,500	1,500	119	0	1,500	1,381
0460. Community Programs & Events	3,000	3,000	363	0	3,000	2,637
0510. Grounds Maintenance	10,000	10,000	1,587	0	10,000	8,413
0530. Building Maintenance	15,000	15,000	1,484	0	15,000	13,516
0970. Plant Hire (Internal)	1,500	1,500	0	0	1,500	1,500
Children Youth and Family Services	**(3,000)**	**(3,000)**	**(1,812)**	**0**	**(3,000)**	**(1,188)**
01780. Children and Family Revenue	**(43,000)**	**(43,000)**	**(10,612)**	**0**	**(43,000)**	**(32,388)**
0115. Grants & Subsidies Recurrent	(43,000)	(43,000)	(10,612)	0	(43,000)	(32,388)
03780. Children and Family Services	**40,000**	**40,000**	**8,800**	**0**	**40,000**	**31,200**
0300. Employee Costs	36,000	36,000	8,725	0	36,000	27,275
0350. Office Administration Expenditure	4,000	4,000	75	0	4,000	3,925
Aged and Disability Care Services	**(7,000)**	**(7,000)**	**(35,208)**	**0**	**(7,000)**	**28,210**
01810. Aged & Disabled Revenue	**(394,376)**	**(394,376)**	**(122,608)**	**0**	**(394,376)**	**(271,768)**
0110. User Fees & Charges	(17,000)	(17,000)	(2,297)	0	(17,000)	(14,703)
0115. Grants & Subsidies Recurrent	(366,376)	(366,376)	(117,150)	0	(366,376)	(249,226)
0125. Reimbursements	(8,000)	(8,000)	(3,136)	0	(8,000)	(4,864)
0130. Other Income	(3,000)	(3,000)	(25)	0	(3,000)	(2,975)
01820. Health Related Transport Revenue	**(35,000)**	**(35,000)**	**(1,261)**	**0**	**(35,000)**	**(33,739)**
0110. User Fees & Charges	(10,000)	(10,000)	(35)	0	(10,000)	(9,965)
0115. Grants & Subsidies Recurrent	(25,000)	(25,000)	(1,226)	0	(25,000)	(23,774)
01830. Meals On Wheels Revenue	**(28,000)**	**(28,000)**	**(7,185)**	**0**	**(28,000)**	**(20,815)**

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
0110. User Fees & Charges	(28,000)	(28,000)	(7,185)	0	(28,000)	(20,815)
03810. Aged & Disabled	**422,376**	**422,376**	**94,387**	**0**	**422,376**	**327,989**
0300. Employee Costs	199,000	199,000	62,373	0	199,000	136,627
0310. Staff Training	7,000	7,000	0	0	7,000	7,000
0350. Office Administration Expenditure	48,376	48,376	6,178	0	48,376	42,198
0375. Office Equipment & Furniture	13,000	13,000	122	0	13,000	12,878
0400. Volunteer Support	15,000	15,000	4,293	0	15,000	10,707
0460. Community Programs & Events	140,000	140,000	21,421	0	140,000	118,579
03820. Health Related Transport	**28,000**	**28,000**	**1,457**	**0**	**28,000**	**26,543**
0400. Volunteer Support	10,000	10,000	165	0	10,000	9,835
0460. Community Programs & Events	10,000	10,000	1,292	0	10,000	8,708
0680. Depreciation	8,000	8,000	0	0	8,000	8,000
Community Transport	**0**	**0**	**(1,303)**	**0**	**0**	**1,304**
01860. Community Transport Revenue	**(174,000)**	**(174,000)**	**(25,247)**	**0**	**(174,000)**	**(148,753)**
0110. User Fees & Charges	(12,000)	(12,000)	(400)	0	(12,000)	(11,600)
0115. Grants & Subsidies Recurrent	(162,000)	(162,000)	(24,847)	0	(162,000)	(137,153)
03860. Community Transport	**174,000**	**174,000**	**23,943**	**0**	**174,000**	**150,057**
0300. Employee Costs	51,500	51,500	8,659	0	51,500	42,841
0310. Staff Training	4,500	4,500	0	0	4,500	4,500
0350. Office Administration Expenditure	15,000	15,000	1,182	0	15,000	13,818
0375. Office Equipment & Furniture	6,000	6,000	0	0	6,000	6,000
0400. Volunteer Support	12,000	12,000	45	0	12,000	11,955
0460. Community Programs & Events	85,000	85,000	14,057	0	85,000	70,943
Arts and Culture	**97,700**	**97,700**	**25,982**	**0**	**97,700**	**71,718**
01880. Theatres & Museums Revenue	**0**	**0**	**(12,500)**	**0**	**0**	**12,500**
0115. Grants & Subsidies Recurrent	0	0	(12,500)	0	0	12,500
01881. Bishops Lodge Museum	**(8,000)**	**(8,000)**	**(1,700)**	**0**	**(8,000)**	**(6,300)**
0110. User Fees & Charges	(8,000)	(8,000)	(1,700)	0	(8,000)	(6,300)
01882. Hay Gaol Museum	**(20,000)**	**(20,000)**	**(5,822)**	**0**	**(20,000)**	**(14,178)**
0110. User Fees & Charges	(20,000)	(20,000)	(5,822)	0	(20,000)	(14,178)
01883. Dunera Museum	**(7,000)**	**(7,000)**	**(2,227)**	**0**	**(7,000)**	**(4,773)**
0110. User Fees & Charges	(7,000)	(7,000)	(2,227)	0	(7,000)	(4,773)
03880. Theatres & Museums	**121,700**	**121,700**	**45,231**	**0**	**121,700**	**76,469**
0410. Insurance	23,500	23,500	23,686	0	23,500	(186)
0415. Utilities	17,200	17,200	4,097	0	17,200	13,103
0425. Cleaning Costs	3,500	3,500	0	0	3,500	3,500
0460. Community Programs & Events	0	0	110	0	0	(110)
0510. Grounds Maintenance	54,000	54,000	6,132	0	54,000	47,868
0530. Building Maintenance	17,000	17,000	11,206	0	17,000	5,794
0680. Depreciation	6,500	6,500	0	0	6,500	6,500
03890. Other Culture	**11,000**	**11,000**	**3,000**	**0**	**11,000**	**8,000**
0460. Community Programs & Events	11,000	11,000	3,000	0	11,000	8,000
Engineering	**7,735,595**	**7,735,595**	**245,680**	**1,060,463**	**8,796,058**	**8,550,375**
Manager Engineering Office	**675,600**	**675,600**	**204,449**	**2,190**	**677,790**	**473,340**
01200. Engineering Operations Revenue	**(49,000)**	**(49,000)**	**(5,064)**	**(7,000)**	**(56,000)**	**(50,936)**
0110. User Fees & Charges	(5,000)	(5,000)	(4,534)	(7,000)	(12,000)	(7,466)
0125. Reimbursements	(42,000)	(42,000)	0	0	(42,000)	(42,000)
0130. Other Income	(2,000)	(2,000)	(530)	0	(2,000)	(1,470)
03200. Engineering Operations Management	**724,600**	**724,600**	**209,513**	**9,190**	**733,790**	**524,276**
0300. Employee Costs	665,000	665,000	156,530	0	665,000	508,470
0310. Staff Training	17,100	17,100	1,779	0	17,100	15,321
0350. Office Administration Expenditure	9,000	9,000	36,000	0	9,000	(27,000)

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
0360. Professional Services	0	0	0	2,190	2,190	2,190
0370. Subscriptions and Memberships	3,000	3,000	9,810	7,000	10,000	190
0375. Office Equipment & Furniture	500	500	0	0	500	500
0970. Plant Hire (Internal)	30,000	30,000	5,395	0	30,000	24,605
Parks and Reserves	**758,500**	**758,500**	**143,818**	**0**	**758,500**	**614,684**
01210. Foreshores & Beaches Revenue	**0**	**0**	**(6,604)**	**(19,904)**	**(19,904)**	**(13,300)**
0115. Grants & Subsidies Recurrent	0	0	(2,006)	(2,006)	(2,006)	0
0135. Capital Grants Received	0	0	(4,598)	(17,898)	(17,898)	(13,300)
01220. Noxious Weeds Revenue	**(35,000)**	**(35,000)**	**0**	**0**	**(35,000)**	**(35,000)**
0115. Grants & Subsidies Recurrent	(35,000)	(35,000)	0	0	(35,000)	(35,000)
03220. Noxious Weeds Expenditure	**80,000**	**80,000**	**25,665**	**0**	**80,000**	**54,335**
0519. Pest Plant Control	80,000	80,000	25,665	0	80,000	54,335
03230. Parks Reserves & Horticulture	**681,500**	**681,500**	**100,937**	**0**	**681,500**	**580,564**
0415. Utilities	61,500	61,500	1,103	0	61,500	60,397
0510. Grounds Maintenance	297,000	297,000	62,489	0	297,000	234,511
0512. Irrigation System Maintenance	15,500	15,500	7,003	0	15,500	8,497
0513. Playground Maintenance	6,500	6,500	1,426	0	6,500	5,074
0515. Tree Maintenance/Management	20,000	20,000	6,311	0	20,000	13,689
0530. Building Maintenance	51,000	51,000	22,604	0	51,000	28,396
0680. Depreciation	230,000	230,000	0	0	230,000	230,000
07230. Parks Reserves & Horticulture Capital Works	**32,000**	**32,000**	**23,819**	**19,904**	**51,904**	**28,085**
0712. Other Improvements to Land Capital Works	27,000	27,000	23,819	19,904	46,904	23,085
0713. Playground Capital Works	5,000	5,000	0	0	5,000	5,000
Sport and Recreation Facilities	**27,000**	**27,000**	**2,201**	**0**	**27,000**	**24,799**
01240. Sport Grounds & Recreation Facilities Revenue	**(20,000)**	**(20,000)**	**(6,608)**	**0**	**(20,000)**	**(13,392)**
0110. User Fees & Charges	(20,000)	(20,000)	(6,608)	0	(20,000)	(13,392)
03240. Sport Grounds & Recreation Facilities	**47,000**	**47,000**	**5,114**	**0**	**47,000**	**41,886**
0510. Grounds Maintenance	47,000	47,000	2,179	0	47,000	44,821
0530. Building Maintenance	0	0	2,935	0	0	(2,935)
**07240. Sport Grounds & Recreation Facilities Capital **	**0**	**0**	**3,695**	**0**	**0**	**(3,695)**
0711. Sport & Recreation Capital Works	0	0	3,695	0	0	(3,695)
Roads Bridges Footpaths	**4,001,551**	**4,001,551**	**190,549**	**71,042**	**4,072,593**	**3,882,044**
01260. Roads & Bridges Revenue	**(3,290,515)**	**(3,290,515)**	**90,413**	**58,348**	**(3,232,167)**	**(3,322,579)**
0110. User Fees & Charges	0	0	(50)	0	0	50
0115. Grants & Subsidies Recurrent	(813,901)	(813,901)	(25,568)	(25,568)	(839,469)	(813,901)
0135. Capital Grants Received	(2,476,614)	(2,476,614)	116,030	83,916	(2,392,698)	(2,508,728)
01280. Bridges Revenue	**(800,000)**	**(800,000)**	**0**	**0**	**(800,000)**	**(800,000)**
0135. Capital Grants Received	(800,000)	(800,000)	0	0	(800,000)	(800,000)
01300. Footpaths & Bike Track Revenue	**(110,000)**	**(110,000)**	**0**	**0**	**(110,000)**	**(110,000)**
0135. Capital Grants Received	(110,000)	(110,000)	0	0	(110,000)	(110,000)
01340. Regional Roads Revenue	**(859,000)**	**(859,000)**	**(734,148)**	**(11,000)**	**(870,000)**	**(135,852)**
0115. Grants & Subsidies Recurrent	(859,000)	(859,000)	(435,000)	(11,000)	(870,000)	(435,000)
0135. Capital Grants Received	0	0	(299,148)	0	0	299,148
03260. Roads & Bridges Maintenance	**46,124**	**46,124**	**9,410**	**0**	**46,124**	**36,714**
0550. Road Signs Maintenance	46,124	46,124	9,410	0	46,124	36,714
03280. Bridges Maintenance	**100,000**	**100,000**	**0**	**0**	**100,000**	**100,000**
0680. Depreciation	100,000	100,000	0	0	100,000	100,000
03300. Footpaths & Bike Track Maintenance	**160,000**	**160,000**	**6,226**	**0**	**160,000**	**153,774**
0560. Footpath Maintenance	30,000	30,000	6,226	0	30,000	23,774
0680. Depreciation	130,000	130,000	0	0	130,000	130,000
03310. Kerb & Gutter Maintenance	**20,000**	**20,000**	**1,364**	**0**	**20,000**	**18,636**
0546. Kerb & Gutter Maintenance	20,000	20,000	1,364	0	20,000	18,636

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
03320. Road Furniture Maintenance	**22,000**	**22,000**	**6,455**	**20,000**	**42,000**	**35,545**
0547. Road Furniture Maintenance	9,000	9,000	6,455	20,000	29,000	22,545
0680. Depreciation	13,000	13,000	0	0	13,000	13,000
03330. Urban Streets Maintenance	**534,251**	**534,251**	**36,147**	**0**	**534,251**	**498,104**
0515. Tree Maintenance/Management	51,251	51,251	15,009	0	51,251	36,242
0540. Road Maintenance	123,000	123,000	21,138	0	123,000	101,862
0680. Depreciation	360,000	360,000	0	0	360,000	360,000
03340. Regional Roads Maintenance	**890,000**	**890,000**	**28,919**	**97,000**	**987,000**	**958,081**
0540. Road Maintenance	300,000	300,000	28,919	97,000	397,000	368,081
0680. Depreciation	590,000	590,000	0	0	590,000	590,000
03350. Sealed Rural Roads	**835,973**	**835,973**	**17,286**	**0**	**835,973**	**818,687**
0540. Road Maintenance	120,973	120,973	17,286	0	120,973	103,687
0680. Depreciation	715,000	715,000	0	0	715,000	715,000
03360. Unsealed Rural Roads Maintenance	**1,224,000**	**1,224,000**	**250,448**	**(211,120)**	**1,012,880**	**762,432**
0540. Road Maintenance	1,224,000	1,224,000	250,448	(211,120)	1,012,880	762,432
07280. Bridges Capital Works	**0**	**0**	**355,306**	**1,347,120**	**1,347,120**	**991,814**
0745. Bridge & Culvert Capital Works	0	0	355,306	1,347,120	1,347,120	991,814
07300. Footpaths & Bike Track Capital Works	**120,151**	**120,151**	**8,146**	**(40,000)**	**80,151**	**72,005**
0761. Bike Track Capital Works	120,151	120,151	8,146	(40,000)	80,151	72,005
07320. Road Furniture Capital Works	**17,000**	**17,000**	**12,396**	**20,000**	**37,000**	**24,604**
0749. Road Furniture Capital Works	17,000	17,000	12,396	20,000	37,000	24,604
07330. Urban Streets Capital Works	**384,747**	**384,747**	**0**	**(194,747)**	**190,000**	**190,000**
0740. Road Capital Works	384,747	384,747	0	(194,747)	190,000	190,000
07340. Regional Roads Capital Works	**1,459,000**	**1,459,000**	**0**	**(1,259,000)**	**200,000**	**200,000**
0740. Road Capital Works	1,459,000	1,459,000	0	(1,259,000)	200,000	200,000
07350. Sealed Rural Roads Capital Works	**3,247,820**	**3,247,820**	**102,182**	**244,441**	**3,492,261**	**3,390,079**
0740. Road Capital Works	3,247,820	3,247,820	102,182	244,441	3,492,261	3,390,079
Street Lighting	**58,000**	**58,000**	**17,710**	**0**	**58,000**	**40,290**
01390. Street Lighting Revenue	**(42,000)**	**(42,000)**	**0**	**0**	**(42,000)**	**(42,000)**
0115. Grants & Subsidies Recurrent	(42,000)	(42,000)	0	0	(42,000)	(42,000)
03390. Street Lighting Operations	**100,000**	**100,000**	**17,710**	**0**	**100,000**	**82,290**
0415. Utilities	100,000	100,000	17,710	0	100,000	82,290
Stormwater Drainage	**369,500**	**369,500**	**4,671**	**0**	**369,500**	**364,829**
01400. Stormwater Drainage Revenue	**(117,000)**	**(117,000)**	**0**	**0**	**(117,000)**	**(117,000)**
0115. Grants & Subsidies Recurrent	(117,000)	(117,000)	0	0	(117,000)	(117,000)
03400. Stormwater Drainage Maintenance	**431,500**	**431,500**	**4,671**	**0**	**431,500**	**426,829**
0570. Stormwater Drainage Maintenance	60,000	60,000	4,671	0	60,000	55,329
0572. Levy Works	136,500	136,500	0	0	136,500	136,500
0680. Depreciation	235,000	235,000	0	0	235,000	235,000
07400. Stormwater Drainage Capital Works	**55,000**	**55,000**	**0**	**0**	**55,000**	**55,000**
0770. Stormwater Drainage Capital Works	55,000	55,000	0	0	55,000	55,000
Waste Management	**92,304**	**92,304**	**(615,929)**	**0**	**92,304**	**708,232**
01410. Waste Management Revenue	**(977,246)**	**(977,246)**	**(839,768)**	**0**	**(977,246)**	**(137,478)**
0100. Rates & Charges	(825,746)	(825,746)	(822,479)	0	(825,746)	(3,267)
0110. User Fees & Charges	(135,000)	(135,000)	(17,289)	0	(135,000)	(117,711)
0115. Grants & Subsidies Recurrent	(16,500)	(16,500)	0	0	(16,500)	(16,500)
03420. Domestic Refuse Collection	**160,000**	**160,000**	**16,297**	**0**	**160,000**	**143,703**
0622. Kerb Side Collections	160,000	160,000	16,297	0	160,000	143,703
03430. Waste Disposal Site Operations	**865,000**	**865,000**	**207,542**	**0**	**865,000**	**657,457**
0623. Waste Site Maintenance	580,000	580,000	193,433	0	580,000	386,567
0624. Recycling Operations	105,000	105,000	14,110	0	105,000	90,890
0680. Depreciation	180,000	180,000	0	0	180,000	180,000

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
07410. Waste Management Capital Works	**17,550**	**17,550**	**0**	**0**	**17,550**	**17,550**
0821. Waste Management Capital Works	17,550	17,550	0	0	17,550	17,550
07430. Waste Disposal Site Capital Works	**27,000**	**27,000**	**0**	**0**	**27,000**	**27,000**
0820. Waste Disposal Capital Works	27,000	27,000	0	0	27,000	27,000
Sanitation	**192,000**	**192,000**	**48,756**	**0**	**192,000**	**143,243**
03450. Public Amenities Maintenance	**170,000**	**170,000**	**48,726**	**0**	**170,000**	**121,274**
0425. Cleaning Costs	170,000	170,000	48,381	0	170,000	121,619
0531. Public Amenities Maintenance	0	0	345	0	0	(345)
03460. Other Sanitation Expenditure	**22,000**	**22,000**	**31**	**0**	**22,000**	**21,969**
0500. General Maintenance	22,000	22,000	31	0	22,000	21,969
Car Parks	**14,200**	**14,200**	**0**	**0**	**14,200**	**14,200**
03500. Parking Facilities	**14,200**	**14,200**	**0**	**0**	**14,200**	**14,200**
0680. Depreciation	14,200	14,200	0	0	14,200	14,200
Aerodrome	**151,500**	**151,500**	**16,163**	**23,708**	**175,208**	**159,045**
01510. Aerodrome Revenue	**(12,000)**	**(12,000)**	**0**	**0**	**(12,000)**	**(12,000)**
0110. User Fees & Charges	(12,000)	(12,000)	0	0	(12,000)	(12,000)
03510. Aerodrome Operations	**163,500**	**163,500**	**16,163**	**23,708**	**187,208**	**171,045**
0350. Office Administration Expenditure	600	600	1,594	1,500	2,100	506
0410. Insurance	0	0	2,208	2,208	2,208	0
0415. Utilities	12,000	12,000	4,566	0	12,000	7,434
0510. Grounds Maintenance	20,400	20,400	2,371	0	20,400	18,029
0530. Building Maintenance	13,000	13,000	2,535	0	13,000	10,465
0610. Airstrip Apron & Marker Maintenance	19,500	19,500	2,889	20,000	39,500	36,611
0680. Depreciation	98,000	98,000	0	0	98,000	98,000
Quarry Operations	**18,000**	**18,000**	**2,528**	**0**	**18,000**	**15,472**
03520. Quarries & Pits Operations	**18,000**	**18,000**	**2,528**	**0**	**18,000**	**15,472**
0640. Quarry Operations	10,000	10,000	2,528	0	10,000	7,472
0680. Depreciation	8,000	8,000	0	0	8,000	8,000
Cemeteries	**99,240**	**99,240**	**29,381**	**0**	**99,240**	**69,859**
01530. Cemetery Revenue	**(87,000)**	**(87,000)**	**(5,165)**	**0**	**(87,000)**	**(81,836)**
0110. User Fees & Charges	(87,000)	(87,000)	(4,951)	0	(87,000)	(82,049)
0125. Reimbursements	0	0	(213)	0	0	213
03530. Cemetery Operations	**164,200**	**164,200**	**34,546**	**0**	**164,200**	**129,655**
0410. Insurance	0	0	254	0	0	(254)
0514. Memorial Monument & Plaque Maintenance	24,000	24,000	3,409	0	24,000	20,591
0630. Cemetery Maintenance	134,000	134,000	30,882	0	134,000	103,118
0680. Depreciation	6,200	6,200	0	0	6,200	6,200
07530. Cemetery Capital Works	**22,040**	**22,040**	**0**	**0**	**22,040**	**22,040**
0712. Other Improvements to Land Capital Works	22,040	22,040	0	0	22,040	22,040
Plant Operations	**389,000**	**389,000**	**703,254**	**580,145**	**969,145**	**265,890**
01540. Plant & Workshop Operating Revenue	**(15,000)**	**(15,000)**	**(2,182)**	**0**	**(15,000)**	**(12,818)**
0110. User Fees & Charges	(15,000)	(15,000)	(2,182)	0	(15,000)	(12,818)
01550. Plant Disposal Proceeds Revenue	**0**	**0**	**(6,865)**	**0**	**0**	**6,865**
0950. Proceeds on Sales of Assets	0	0	(6,865)	0	0	6,865
03550. Plant Operating Expenses	**1,175,000**	**1,175,000**	**201,970**	**170,000**	**1,345,000**	**1,143,030**
0505. Plant Operating Expenditure	745,000	745,000	201,970	0	745,000	543,030
0680. Depreciation	430,000	430,000	0	170,000	600,000	600,000
03560. Plant Recovery of Operating Costs	**(1,175,000)**	**(1,175,000)**	**(257,023)**	**(170,000)**	**(1,345,000)**	**(1,087,977)**
0975. Plant Hire Recovery (Internal)	(1,175,000)	(1,175,000)	(257,023)	(170,000)	(1,345,000)	(1,087,977)
07540. Plant Purchases	**404,000**	**404,000**	**767,355**	**580,145**	**984,145**	**216,790**
0705. Plant Purchases	404,000	404,000	767,355	580,145	984,145	216,790
Depot Operations	**153,000**	**153,000**	**5,835**	**0**	**153,000**	**147,165**

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
03570. Works Depot Operations	**153,000**	**153,000**	**44,104**	**0**	**153,000**	**108,896**
0300. Employee Costs	0	0	60	0	0	(60)
0350. Office Administration Expenditure	0	0	105	0	0	(105)
0415. Utilities	13,000	13,000	4,980	0	13,000	8,020
0450. Sundry Expenses	15,000	15,000	4,960	0	15,000	10,040
0501. Tools Replacement/Repairs	11,000	11,000	2,369	0	11,000	8,631
0530. Building Maintenance	29,000	29,000	2,287	0	29,000	26,713
0591. Fixed Plant & Equipment Maintenance	85,000	85,000	29,343	0	85,000	55,657
03580. Works / Labour Overheads	**1,606,000**	**1,606,000**	**397,987**	**0**	**1,606,000**	**1,208,013**
0300. Employee Costs	1,560,000	1,560,000	365,164	0	1,560,000	1,194,836
0310. Staff Training	46,000	46,000	32,823	0	46,000	13,177
03590. Works / Labour Overhead Recovery	**(1,606,000)**	**(1,606,000)**	**(436,256)**	**0**	**(1,606,000)**	**(1,169,744)**
0986. Oncosts Recovered	(1,606,000)	(1,606,000)	(436,256)	0	(1,606,000)	(1,169,744)
Private Works	**(10,000)**	**(10,000)**	**43,817**	**0**	**(10,000)**	**(53,816)**
01600. Private Works Revenue	**(140,000)**	**(140,000)**	**(59,217)**	**0**	**(140,000)**	**(80,783)**
0110. User Fees & Charges	(140,000)	(140,000)	(59,217)	0	(140,000)	(80,783)
03600. Private Works	**130,000**	**130,000**	**103,033**	**0**	**130,000**	**26,967**
0695. Private Works	130,000	130,000	103,033	0	130,000	26,967
Recreation Sport Leisure	**319,000**	**319,000**	**(704,566)**	**314,378**	**633,378**	**1,337,944**
01720. Swimming Pool(s) Revenue	**(4,000,000)**	**(4,000,000)**	**(3,137,589)**	**(1,209,728)**	**(5,209,728)**	**(2,072,139)**
0115. Grants & Subsidies Recurrent	0	0	(107,765)	(6,020)	(6,020)	101,745
0135. Capital Grants Received	(4,000,000)	(4,000,000)	(3,029,824)	(1,203,708)	(5,203,708)	(2,173,884)
03720. Swimming Pool(s) Operations	**319,000**	**319,000**	**20,505**	**0**	**319,000**	**298,496**
0410. Insurance	0	0	11,641	0	0	(11,641)
0415. Utilities	26,500	26,500	254	0	26,500	26,246
0535. Swimming Pool Maintenance	192,500	192,500	8,609	0	192,500	183,891
0680. Depreciation	100,000	100,000	0	0	100,000	100,000
07720. Swimming Pool(s) Capital Works	**4,000,000**	**4,000,000**	**2,412,519**	**1,524,106**	**5,524,106**	**3,111,587**
0700. Other Capital Works (new/improved asset)	0	0	28,000	0	0	(28,000)
0730. Building Capital Works	0	0	152,711	0	0	(152,711)
0791. Fixed Plant & Equipment Capital Works	4,000,000	4,000,000	2,231,808	1,524,106	5,524,106	3,292,298
Fire Prevention and Emergency Services	**427,200**	**427,200**	**153,044**	**69,000**	**496,200**	**343,155**
02070. Fire Control Revenue	**(150,000)**	**(150,000)**	**0**	**7,000**	**(143,000)**	**(143,000)**
0115. Grants & Subsidies Recurrent	(150,000)	(150,000)	0	7,000	(143,000)	(143,000)
04070. Fire Control Expenses	**559,000**	**559,000**	**148,608**	**62,000**	**621,000**	**472,392**
0350. Office Administration Expenditure	21,500	21,500	269	0	21,500	21,231
0400. Volunteer Support	3,000	3,000	165	0	3,000	2,835
0405. Grants / Donations Paid	284,000	284,000	0	0	284,000	284,000
0410. Insurance	0	0	5,357	0	0	(5,357)
0415. Utilities	5,000	5,000	71,718	0	5,000	(66,718)
0510. Grounds Maintenance	40,000	40,000	0	22,000	62,000	62,000
0530. Building Maintenance	14,500	14,500	1,700	0	14,500	12,800
0591. Fixed Plant & Equipment Maintenance	66,000	66,000	69,399	40,000	106,000	36,601
0680. Depreciation	125,000	125,000	0	0	125,000	125,000
04080. State Emergency Service Expenses	**18,200**	**18,200**	**4,436**	**0**	**18,200**	**13,763**
0350. Office Administration Expenditure	7,200	7,200	2,276	0	7,200	4,924
0375. Office Equipment & Furniture	500	500	0	0	500	500
0405. Grants / Donations Paid	10,500	10,500	0	0	10,500	10,500
0415. Utilities	0	0	2,161	0	0	(2,161)
Development and Environmental Services	**1,824,000**	**1,824,000**	**386,895**	**174,000**	**1,998,000**	**1,611,104**
Buildings and Property	**1,190,100**	**1,190,100**	**215,469**	**150,000**	**1,340,100**	**1,124,631**
01490. Buildings Revenue	**(88,000)**	**(88,000)**	**47,436**	**0**	**(88,000)**	**(135,436)**

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
0105. Statutory Fees & Charges	(3,000)	(3,000)	0	0	(3,000)	(3,000)
0110. User Fees & Charges	(85,000)	(85,000)	(12,564)	0	(85,000)	(72,436)
0135. Capital Grants Received	0	0	60,000	0	0	(60,000)
03490. Buildings Maintenance & Operations	**918,100**	**918,100**	**161,962**	**0**	**918,100**	**756,138**
0410. Insurance	49,000	49,000	48,768	0	49,000	232
0415. Utilities	94,500	94,500	62,260	0	94,500	32,240
0425. Cleaning Costs	46,000	46,000	4,479	0	46,000	41,521
0510. Grounds Maintenance	32,000	32,000	11,087	0	32,000	20,913
0530. Building Maintenance	146,600	146,600	32,673	0	146,600	113,927
0591. Fixed Plant & Equipment Maintenance	0	0	2,695	0	0	(2,695)
0680. Depreciation	550,000	550,000	0	0	550,000	550,000
07490. Buildings Capital Works	**360,000**	**360,000**	**6,071**	**150,000**	**510,000**	**503,929**
0730. Building Capital Works	360,000	360,000	6,071	150,000	510,000	503,929
Planning	**337,000**	**337,000**	**95,390**	**30,000**	**367,000**	**271,609**
02010. Town Planning Office Revenue	**(56,000)**	**(56,000)**	**(7,695)**	**0**	**(56,000)**	**(48,305)**
0105. Statutory Fees & Charges	(48,000)	(48,000)	(7,467)	0	(48,000)	(40,533)
0125. Reimbursements	(8,000)	(8,000)	(228)	0	(8,000)	(7,772)
04010. Town Planning Office	**393,000**	**393,000**	**103,085**	**30,000**	**423,000**	**319,914**
0300. Employee Costs	309,000	309,000	89,788	30,000	339,000	249,212
0310. Staff Training	43,000	43,000	11,323	0	43,000	31,677
0350. Office Administration Expenditure	1,000	1,000	300	0	1,000	700
0360. Professional Services	30,000	30,000	1,675	0	30,000	28,325
0970. Plant Hire (Internal)	10,000	10,000	0	0	10,000	10,000
Building	**117,400**	**117,400**	**42,395**	**(6,000)**	**111,400**	**69,004**
01740. Halls & Community Centres Revenue	**(5,000)**	**(5,000)**	**(968)**	**0**	**(5,000)**	**(4,032)**
0110. User Fees & Charges	(5,000)	(5,000)	(968)	0	(5,000)	(4,032)
02020. Building Control Office Revenue	**(12,000)**	**(12,000)**	**(6,595)**	**0**	**(12,000)**	**(5,405)**
0105. Statutory Fees & Charges	(12,000)	(12,000)	(6,595)	0	(12,000)	(5,405)
03740. Halls & Community Centres	**59,400**	**59,400**	**32,422**	**0**	**59,400**	**26,978**
0410. Insurance	20,000	20,000	17,979	0	20,000	2,021
0415. Utilities	16,400	16,400	5,495	0	16,400	10,905
0425. Cleaning Costs	8,000	8,000	722	0	8,000	7,278
0510. Grounds Maintenance	2,000	2,000	88	0	2,000	1,912
0530. Building Maintenance	13,000	13,000	8,138	0	13,000	4,862
04020. Building Control Office	**75,000**	**75,000**	**17,536**	**(6,000)**	**69,000**	**51,463**
0300. Employee Costs	66,000	66,000	12,912	(6,000)	60,000	47,088
0399. Agency Fees	8,000	8,000	4,132	0	8,000	3,868
0970. Plant Hire (Internal)	1,000	1,000	493	0	1,000	507
Regulatory Services	**174,500**	**174,500**	**34,255**	**0**	**174,500**	**140,246**
02030. Parking & Other Ranger Services Revenue	**(8,000)**	**(8,000)**	**(3,384)**	**0**	**(8,000)**	**(4,616)**
0105. Statutory Fees & Charges	(7,000)	(7,000)	(3,384)	0	(7,000)	(3,616)
0110. User Fees & Charges	(1,000)	(1,000)	0	0	(1,000)	(1,000)
02050. Other Law & Order Revenue	**(2,000)**	**(2,000)**	**(1,200)**	**0**	**(2,000)**	**(800)**
0110. User Fees & Charges	(2,000)	(2,000)	(1,200)	0	(2,000)	(800)
04030. Parking & Other Ranger Services	**183,500**	**183,500**	**38,839**	**0**	**183,500**	**144,662**
0300. Employee Costs	135,000	135,000	29,953	0	135,000	105,047
0310. Staff Training	3,500	3,500	(947)	0	3,500	4,447
0350. Office Administration Expenditure	3,000	3,000	1,310	0	3,000	1,690
0351. Animal Control	10,000	10,000	1,563	0	10,000	8,437
0370. Subscriptions and Memberships	0	0	0	0	0	0
0970. Plant Hire (Internal)	32,000	32,000	6,959	0	32,000	25,041
04050. Other Law & Order Expenditure	**1,000**	**1,000**	**0**	**0**	**1,000**	**1,000**

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
0352. Abandoned Vehicles	1,000	1,000	0	0	1,000	1,000
Public Health	**5,000**	**5,000**	**(614)**	**0**	**5,000**	**5,614**
02100. Health Administration & Inspection Revenue	**(5,000)**	**(5,000)**	**(1,920)**	**0**	**(5,000)**	**(3,080)**
0105. Statutory Fees & Charges	(5,000)	(5,000)	(1,920)	0	(5,000)	(3,080)
04100. Health Administration & Inspection	**10,000**	**10,000**	**1,306**	**0**	**10,000**	**8,694**
0300. Employee Costs	9,500	9,500	1,190	0	9,500	8,310
0350. Office Administration Expenditure	500	500	0	0	500	500
0970. Plant Hire (Internal)	0	0	116	0	0	(116)
Grand Total	**4,803,912**	**4,803,912**	**(2,294,331)**	**4,014,507**	**8,818,419**	**11,112,748**
Less non cash transactions - Depreciation	3911100				4081100	
Reduction in restricted unexpended grants (RLRRP)	1,286,052				1,349,052	
Net working Capital movement before reserve tra	393,240				-3,388,267	
Transfer to reserve - Levee Bank	300000				300000	
Transfer to reserve - Waste remediation	25000				25000	
Total Transfer to reserve	325000				325000	
Transfer from reserve						
Swimming Pool Community Funds					320519	
Financial Assistance Grant prepayment					2402202	
Capital Works					150000	
Total Transfer from reserve	0				2872721	
Net Working Capital movement	**68,240**				**-840,546**	

Hay Shire Council
Water Fund
QBR 30/9/2025

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
Engineering	**437,000**	**437,000**	**(67,013)**	**49,098**	**486,098**	**553,112**
Water	**437,000**	**437,000**	**(67,013)**	**49,098**	**486,098**	**553,112**
21000. Water Revenue Fund 2	**(1,461,000)**	**(1,461,000)**	**(436,321)**	**(772)**	**(1,461,772)**	**(1,025,450)**
0100. Rates & Charges	(840,000)	(840,000)	(279,319)	0	(840,000)	(560,681)
0110. User Fees & Charges	(570,000)	(570,000)	(97,524)	50,000	(520,000)	(422,476)
0115. Grants & Subsidies Recurrent	(11,000)	(11,000)	(50,772)	(50,772)	(61,772)	(11,000)
0120. Interest & Investment Income	(30,000)	(30,000)	(8,707)	0	(30,000)	(21,293)
0130. Other Income	(10,000)	(10,000)	0	0	(10,000)	(10,000)
23000. Water Infrastructure Operations Fund 2	**961,000**	**961,000**	**159,609**	**44,144**	**1,005,144**	**845,535**
0310. Staff Training	10,000	10,000	3,506	0	10,000	6,494
0350. Office Administration Expenditure	30,000	30,000	51,371	21,371	51,371	0
0360. Professional Services	0	0	0	22,773	22,773	22,773
0370. Subscriptions and Memberships	1,000	1,000	727	0	1,000	273
0415. Utilities	148,000	148,000	12,255	0	148,000	135,745
0680. Depreciation	405,000	405,000	0	0	405,000	405,000
0980. Overheads / Internal Recharges	367,000	367,000	91,750	0	367,000	275,250
23100. Water Infrastructure Asset Maintenance Fund 2	**500,000**	**500,000**	**160,454**	**0**	**500,000**	**339,547**
0581. Water Mains Maintenance	150,000	150,000	29,440	0	150,000	120,560
0582. Water Meter Maintenance	40,000	40,000	25,292	0	40,000	14,708
0583. Filtration Plant Maintenance	150,000	150,000	74,871	0	150,000	75,129
0584. Reservoir Maintenance	40,000	40,000	6,135	0	40,000	33,865
0590. Pump Station Maintenance	120,000	120,000	24,715	0	120,000	95,285
27000. Water Infrastructure Capital Works Fund 2	**437,000**	**437,000**	**49,246**	**5,726**	**442,726**	**393,480**
0781. Water Mains Capital Works	120,000	120,000	2,040	0	120,000	117,960
0783. Filtration Plant Capital Works	135,000	135,000	11,206	5,726	140,726	129,520
0790. Pump Station Capital Works	182,000	182,000	36,000	0	182,000	146,000
Grand Total	**437,000**	**437,000**	**(67,013)**	**49,098**	**486,098**	**553,112**
Less non cash Depreciation	405,000				405,000	
Total Working Capital Movement	**(32,000)**				**(81,098)**	

Hay Shire Council
Sewer Fund
QBR 30/9/2025

Budget Item	Original Budget	Revised Budget	YTD Actuals	Quarterly Budget Review September Changes	Quarterly Budget Review September	Quarterly Budget Review September Remaining Budget
Engineering	**326,624**	**326,624**	**(850,144)**	**646,968**	**973,592**	**1,823,737**
Sewer	**326,624**	**326,624**	**(850,144)**	**646,968**	**973,592**	**1,823,737**
31000. Sewerage Services Revenue Fund 3	**(1,243,252)**	**(1,243,252)**	**(1,169,022)**	**0**	**(1,243,252)**	**(74,229)**
0100. Rates & Charges	(1,126,752)	(1,126,752)	(1,117,227)	0	(1,126,752)	(9,525)
0110. User Fees & Charges	(45,000)	(45,000)	(18,661)	0	(45,000)	(26,339)
0115. Grants & Subsidies Recurrent	(11,500)	(11,500)	0	0	(11,500)	(11,500)
0120. Interest & Investment Income	(60,000)	(60,000)	(19,884)	0	(60,000)	(40,116)
0130. Other Income	0	0	(13,251)	0	0	13,251
33000. Sewerage Services Operations Fund 3	**976,376**	**976,376**	**262,550**	**646,968**	**1,623,344**	**1,360,794**
0310. Staff Training	6,000	6,000	0	0	6,000	6,000
0350. Office Administration Expenditure	30,000	30,000	45,180	25,180	55,180	10,000
0360. Professional Services	0	0	21,604	121,788	121,788	100,184
0365. Legal & Debt Recovery Costs	0	0	28,824	500,000	500,000	471,176
0370. Subscriptions and Memberships	1,000	1,000	0	0	1,000	1,000
0415. Utilities	61,600	61,600	15,554	0	61,600	46,046
0680. Depreciation	420,000	420,000	0	0	420,000	420,000
0945. Loan Repayments	147,776	147,776	73,888	0	147,776	73,888
0980. Overheads / Internal Recharges	310,000	310,000	77,500	0	310,000	232,500
33100. Sewerage Services Asset Maintenance Fund 3	**275,500**	**275,500**	**56,328**	**0**	**275,500**	**219,172**
0590. Pump Station Maintenance	70,500	70,500	6,818	0	70,500	63,682
0591. Fixed Plant & Equipment Maintenance	130,000	130,000	19,898	0	130,000	110,102
0601. Sewer Mains Maintenance	75,000	75,000	29,612	0	75,000	45,388
37000. Sewerage Services Infrastructure Capital Work	**318,000**	**318,000**	**0**	**0**	**318,000**	**318,000**
0790. Pump Station Capital Works	28,000	28,000	0	0	28,000	28,000
0801. Sewer Mains Capital Works	290,000	290,000	0	0	290,000	290,000
Grand Total	**326,624**	**326,624**	**(850,144)**	**646,968**	**973,592**	**1,823,737**
Less non cash Depreciation	420,000				420,000	
Total Working Capital Movement	**93,376**				**(553,592)**	

QBRS FINANCIAL OVERVIEW

Hay Shire Council

Budget review for the quarter ended 30/09/25

DESCRIPTION		Previous Year Actual 2024/25 $000's	Current Year Original Budget 2025/26 $000's	Approved Changes Review Q 1 $000's	Approved Changes Review Q 2 $000's	Approved Changes Review Q 3 $000's	Revised Budget $000's	Recommended changes for council resolution $000's	Projected Year End (PYE) Result 2025/26 $000's	VARIANCE ORIGINAL budget v PYE 2025/26 $000's	ACTUAL YTD 2025/26 $000's
Net Operating Result before grants and contributions provided for capital purposes	General Fund	-4,153	-1,864	0	0	0	-1,864	-2,760	-4,624	-2,760	2,819
	Water Fund	-124	0	0	0	0	0	-43	-43	-43	116
	Sewer Fund	-357	124	0	0	0	124	-647	-523	-647	916
	Consolidated	-4,634	-1,740	0	0	0	-1,740	-3,450	-5,190	-3,450	3,851
Operating Result from continuing operations (with capital grants and contributions) excluding depreciation, amortisation and impairment of non financial assets	Consolidated	5,764	10,383	0	0	0	10,383	-2,143	8,240	-2,143	7,009
Borrowings	Total borrowings									0	
Liquidity	External restrictions	10,410	8,927	0	0	0	8,927	-696	8,231	-696	8,273
	Internal Allocations	6,450	4,373	0	0	0	4,373	-471	3,902	-471	6,450
	Unallocated	4,661	2,785	0	0	0	2,785	-260	2,525	-260	3,870
	Total Cash, Cash Equivalents and Inves	21,521	16,085	0	0	0	16,085	-1,427	14,658	-1,427	18,593
Capital	Capital Funding	8,328	11,214	0	0	0	11,214	2,398	13,612	2,398	3,722
	Capital Expenditure	8,328	11,214	0	0	0	11,214	2,398	13,612	2,398	3,722
	Net Capital	0	0	0	0	0	0	0	0	0	0

		Opening Balance As at 1 July 2025 $000's	Total Cash Contributions Received As at this Q $000's	Total Interest Earned As at this Q $000's	Total Expended As at this Q $000's	Total Internal Borrowings (to)/from As at this Q $000's	Held as Restricted Asset As at this Q $000's	Cumulative balance of internal borrowings (to)/from As at this Q $000's
Developer Contribution	Total Developer Contributions	0	0	0	0	0	0	0

Income and Expenses Budget Review Statement

Hay Shire Council

Budget review for the quarter ended 30/09/2025

Consolidated Fund

Description	Previous Year Actual 2024/25 $000's	Current Year Original Budget 2025/26 $000's	Approved Changes Review Q 1 $000's	Approved Changes Review Q 2 $000's	Approved Changes Review Q 3 $000's	Revised Budget $000's	Recommended changes for council resolution $000's	Projected Year End (PYE) Result 2025/26 $000's	VARIANCE ORIGINAL budget v PYE 2025/26 $000's	ACTUAL YTD 2025/26 $000's
INCOME										
Rates and Annual Charges	5,419	5,643				5,643		5,643	0	5,066
User Charges and Fees	1,389	1,248				1,248	-43	1,205	-43	283
Other Revenue	165	100				100		100	0	11
Grants and Contributions - Operating	6,964	7,796				7,796	-1,730	6,066	-1,730	1,664
Grants and Contributions - Capital	5,265	7,387				7,387	1,137	8,524	1,137	3,158
Interest and Investment Income	708	565				565	-60	505	-60	110
Other Income	102	110				110		110	0	18
Net gain from disposal of assets						0		0	0	
Total Income from continuing operations	**20,012**	**22,849**	**0**	**0**	**0**	**22,849**	**-696**	**22,153**	**-696**	**10,310**
EXPENSES										
Employee benefits and on-costs	5,767	6,421				6,421	180	6,601	180	1,599
Materials & Services	6,812	5,712				5,712	1,068	6,780	1,068	1,694
Borrowing Costs	72	39				39		39	0	8
Other Expenses	287	294				294		294	0	
Net Loss from Disposal of Assets	1,310					0	199	199	199	0
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	**14,248**	**12,466**	**0**	**0**	**0**	**12,466**	**1,447**	**13,913**	**1,447**	**3,301**
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	**5,764**	**10,383**	**0**	**0**	**0**	**10,383**	**-2,143**	**8,240**	**-2,143**	**7,009**
Depreciation, amortisation and impairment of non financial assets	5,133	4,736				4,736	170	4,906	170	0
Operating result from continuing Operations	**631**	**5,647**	**0**	**0**	**0**	**5,647**	**-2,313**	**3,334**	**-2,313**	**7,009**
Net Operating Result before grants and contributions provided for capital purposes	**-4,634**	**-1,740**	**0**	**0**	**0**	**-1,740**	**-3,450**	**-5,190**	**-3,450**	**3,851**

Notes

Original Budget +/- approved budget changes in previous quarters = REVISED Budget

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1) an explanation for the recommended changes and any impact this will have on the Operational Plan, Delivery Program and Long Term Financial Plan
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The narrative is important in understanding why budget changes are necessary.

Income and Expenses Budget Review Statement

Hay Shire Council

Budget review for the quarter ended 30/09/2025

General Fund

Description	Previous Year Actual 2024/25 $000's	Current Year Original Budget 2025/26 $000's	Approved Changes Review Q 1 $000's	Approved Changes Review Q 2 $000's	Approved Changes Review Q 3 $000's	Revised Budget $000's	Recommended changes for council resolution $000's	Projected Year End (PYE) Result 2025/26 $000's	VARIANCE ORIGINAL budget v PYE 2025/26 $000's	ACTUAL YTD 2025/26 $000's
INCOME										
Rates and Annual Charges	3,535	3,691				3,691		3,691	0	3,669
User Charges and Fees	656	658				658	7	665	7	167
Other Revenue	165	100				100		100	0	11
Grants and Contributions - Operating	6,808	7,774				7,774	-1,781	5,993	-1,781	1,613
Grants and Contributions - Capital	5,265	7,387				7,387	1,137	8,524	1,137	3,158
Interest and Investment income	527	435				435	-60	375	-60	82
Other Income	102	100				100		100	0	5
Net gain from disposal of assets						0		0	0	
Total Income from continuing operations	**17,058**	**20,145**	**0**	**0**	**0**	**20,145**	**-697**	**19,448**	**-697**	**8,705**
EXPENSES										
Employee benefits and on-costs	5,334	6,011				6,011	79	6,090	79	1,474
Materials & Services	4,691	4,381				4,381	478	4,859	478	1,254
Borrowing Costs	53	24				24		24	0	
Other Expenses	287	295				295		295	0	
Net Loss from Disposal of Assets	1,310					0	199	199	199	
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	**11,675**	**10,711**	**0**	**0**	**0**	**10,711**	**756**	**11,467**	**756**	**2,728**
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	**5,383**	**9,434**	**0**	**0**	**0**	**9,434**	**-1,453**	**7,981**	**-1,453**	**5,977**
Depreciation, amortisation and impairment of non financial assets	4,271	3,911				3,911	170	4,081	170	
Operating result from continuing Operations	**1,112**	**5,523**	**0**	**0**	**0**	**5,523**	**-1,623**	**3,900**	**-1,623**	**5,977**
Net Operating Result before grants and contributions provided for capital purposes	**-4,153**	**-1,864**	**0**	**0**	**0**	**-1,864**	**-2,760**	**-4,624**	**-2,760**	**2,819**

Notes

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Income and Expenses Budget Review Statement

Hay Shire Council

Budget review for the quarter ended 30/09/2025

Water Fund

Description	Previous Year Actual 2024/25 $000's	Current Year Original Budget 2025/26 $000's	Approved Changes Review Q 1 $000's	Approved Changes Review Q 2 $000's	Approved Changes Review Q 3 $000's	Revised Budget $000's	Recommended changes for council resolution $000's	Projected Year End (PYE) Result 2025/26 $000's	VARIANCE ORIGINAL budget v PYE 2025/26 $000's	ACTUAL YTD 2025/26 $000's
INCOME										
Access Charges	810	840				840		840	0	279
User Charges	659	525				525	-50	475	-50	89
Fees		20				20		20	0	
Grants & Contributions - Operating	156	11				11	51	62	51	51
Interest and Investment Income	74	55				55		55	0	17
Other Income		10				10		10	0	
Net gain from disposal of assets						0		0	0	
Total Income from continuing operations	**1,699**	**1,461**	**0**	**0**	**0**	**1,461**	**1**	**1,462**	**1**	**436**
EXPENSES										
Employee benefits and on-costs	297	249				249		249	0	57
Materials & Services	1,107	807				807	44	851	44	263
Borrowing Costs						0		0	0	
Water purchase charges						0		0	0	
Calculated taxation equivalents						0		0	0	
Debt guarantee fee						0		0	0	
Other Expenses						0		0	0	
Net Loss from Disposal of Assets						0		0	0	
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	**1,404**	**1,056**	**0**	**0**	**0**	**1,056**	**44**	**1,100**	**44**	**320**
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	**295**	**405**	**0**	**0**	**0**	**405**	**-43**	**362**	**-43**	**116**
Depreciation, amortisation and impairment of non financial assets	419	405				405		405	0	
Surplus / (Deficit) from continuing operations before capital amounts	**-124**	**0**	**0**	**0**	**0**	**0**	**-43**	**-43**	**-43**	**116**
Grants and Contributions - Capital						0		0	0	
Surplus / (Deficit) from continuing operations after capital amounts	**-124**	**0**	**0**	**0**	**0**	**0**	**-43**	**-43**	**-43**	**116**

Notes

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Income and Expenses Budget Review Statement

Hay Shire Council

Budget review for the quarter ended 30/09/2025

Sewer Fund

Description	Previous Year Actual 2024/25 $000's	Current Year Original Budget 2025/26 $000's	Approved Changes Review Q 1 $000's	Approved Changes Review Q 2 $000's	Approved Changes Review Q 3 $000's	Revised Budget $000's	Recommended changes for council resolution $000's	Projected Year End (PYE) Result 2025/26 $000's	VARIANCE ORIGINAL budget v PYE 2025/26 $000's	ACTUAL YTD 2025/26 $000's
INCOME										
Access charges	1,074	1,112				1,112		1,112	0	1,117
User charges	72	45				45		45	0	32
Liquid trade waste charges						0		0	0	
Fees	2					0		0	0	0
Grants and contributions - Operating		11				11		11	0	20
Interest and Investment Income	107	75				75		75	0	
Other Income						0		0	0	
Net gain from disposal of assets						0		0	0	
Total Income from continuing operations	**1,255**	**1,243**	**0**	**0**	**0**	**1,243**	**0**	**1,243**	**0**	**1,169**
EXPENSES										
Employee benefits and on-costs	136	160				160	101	261	101	55
Materials & Services	1,014	524				524	546	1,070	546	190
Borrowing Costs	19	15				15		15	0	8
Calculated taxation equivalents						0		0	0	
Debt Guarantee fee						0		0	0	
Other Expenses						0		0	0	
Net Loss from Disposal of Assets						0		0	0	
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	**1,169**	**699**	**0**	**0**	**0**	**699**	**647**	**1,346**	**647**	**253**
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	**86**	**544**	**0**	**0**	**0**	**544**	**-647**	**-103**	**-647**	**916**
Depreciation, amortisation and impairment of non financial assets	443	420				420		420	0	
Surplus / (Deficit) from continuing operations before capital amounts	**-357**	**124**	**0**	**0**	**0**	**124**	**-647**	**-523**	**-647**	**916**
Grants and Contributions - Capital						0		0	0	
Surplus /(Deficit) from continuing operations after capital amounts	**-357**	**124**	**0**	**0**	**0**	**124**	**-647**	**-523**	**-647**	**916**

Notes

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Capital Budget Review Statement

Hay Shire Council

Budget review for the quarter ended 30/09/2025

Description	Previous Year Actual 2024/25 $000's	Current Year Original Budget 2025/26 $000's	Approved Changes Review Q 1 $000's	Approved Changes Review Q 2 $000's	Approved Changes Review Q 3 $000's	Revised Budget $000's	Recommended changes for council resolution $000's	Projected Year End (PYE) Result 2025/26 $000's	VARIANCE ORIGINAL budget v PYE 2025/26 $000's	ACTUAL YTD 2025/26 $000's
CAPITAL FUNDING										
Rates & other untied funding	3,063	3,827				3,827	790	4,617	790	564
Capital Grants & Contributions	5,265	7,387				7,387	1,137	8,524	1,137	3,158
Reserves - External Restrictions						0		0	0	
Reserves - Internally Allocated						0	471	471	471	
New Loans						0		0	0	
Proceeds from sale of assets						0		0	0	
Other						0		0	0	
Total Capital Funding	**8,328**	**11,214**	**0**	**0**	**0**	**11,214**	**2,398**	**13,612**	**2,398**	**3,722**
CAPITAL EXPENDITURE										
WIP	2,185	4,000				4,000	1,524	5,524	1,524	2,398
New Assets	866	404				404	580	984	580	767
Asset Renewal	5,014	6,537				6,537	294	6,831	294	557
Other	263	273				273		273	0	
Total Capital Expenditure	**8,328**	**11,214**	**0**	**0**	**0**	**11,214**	**2,398**	**13,612**	**2,398**	**3,722**
Net Capital Funding - Surplus /(Deficit)	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Notes

Original Budget +/- approved budget changes in previous quarters = REVISED Budget

Revised Budget +/- recommended changes this quarter = PROJECTED year results

Where the **Total Capital Funding** and the **Total Capital Expenditure** values do not match an explanation is to be provided.

Carry over funding from previous year should be identified and any proposed carry forwards into next financial year are to be explained.

The quarterly recommended changes to the revised budget are to include:

1) an explanation for the recommended changes and any impact this will have on the Operational Plan, Delivery Program and Long Term Financial Plan

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The narrative is important in understanding why budget changes are necessary.

Cash and Investments Budget Review Statement

Hay Shire Council

Budget review for the quarter ended 30/09/2025

Description	Previous Year Actual 2024/25 $000's	Current Year Original Budget 2025/26 $000's	Approved Changes Review Q 1 $000's	Approved Changes Review Q 2 $000's	Approved Changes Review Q 3 $000's	Revised Budget $000's	Recommended changes for council resolution Q1 $000's	Projected Year End (PYE) Result 2025/26 $000's	VARIANCE ORIGINAL budget v PYE 2025/26 $000's	ACTUAL YTD 2025/26 $000's
Total Cash, Cash Equivalents & Investm	21,521	16,085				16,085	-1,427	14,658	-1,427	18,593
EXTERNALLY RESTRICTED										
Water Fund	3,051	3,486				3,486	-49	3,437	-49	2,984
Sewer Fund	2,883	3,036				3,036	-647	2,389	-647	3,211
Developer contributions - *General*						0		0	0	
Developer contributions - *Water*						0		0	0	
Developer contributions - *Sewer*						0		0	0	
Transport for NSW Contributions						0		0	0	
Domestic waste management						0		0	0	
Stormwater management						0		0	0	
Other	4,476	2,405				2,405		2,405	0	2,078
Total Externally Restricted	**10,410**	**8,927**	**0**	**0**	**0**	**8,927**	**-696**	**8,231**	**-696**	**8,273**
Cash, cash equivalents & investments not subject to external restrictions	**11,111**	**7,158**	**0**	**0**	**0**	**7,158**	**-731**	**6,427**	**-731**	**10,320**
INTERNAL ALLOCATIONS										
Employee entitlements	670	670				670		670	0	670
Infrastructure	1,272	1,297				1,297	-150	1,147	-150	1,272
Community Services and Projects	1,107	1,107				1,107	-321	786	-321	1,107
Plant and Equipment	316	316				316		316	0	316
Financial Assistance Grants	2,402					0		0	0	2,402
Levee Bank	625	925				925		925	0	625
Other	58	58				58		58	0	58
Total Internally Allocated	**6,450**	**4,373**	**0**	**0**	**0**	**4,373**	**-471**	**3,902**	**-471**	**6,450**
Unallocated	**4,661**	**2,785**	**0**	**0**	**0**	**2,785**	**-260**	**2,525**	**-260**	**3,870**

their use.

discretion of council.

Developer Contributions Summary

Hay Shire Council

Budget review for the quarter ended 30/09/2025

Purpose	Opening Balance	Developer Contributions Received									Interest Earned	Interest Earned	Interest Earned	Amounts Expended	Amounts Expended	Amounts Expended	Internal Borrowings (to)/from	Internal Borrowings (to)/from	Internal Borrowings (to)/from	Held as Restricted Asset	Cumulative balance of internal borrowings (to)/from
	As at 1 July 2025	Cash	Cash	Cash	Non-Cash Land	Non-Cash Land	Non-Cash Land	Non-Cash Other	Non-Cash Other	Non-Cash Other	Q1	Q2	Q3	Q1	Q2	Q3	Q1	Q2	Q3	As at this Q	As at this Q
	$000's	Q1 $000's	Q2 $000's	Q3 $000's	Q1 $000's	Q2 $000's	Q3 $000's	Q1 $000's	Q2 $000's	Q3 $000's	$000's	$000's	$000's	$000's	$000's	$000's	$000's	$000's	$000's	$000's	$000's
Drainage																				0	
Roads																				0	
Traffic facilities																				0	
Parking																				0	
Open space																				0	
Community facilities																				0	
Other																				0	
Total S7.11 Under plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
S7.11 Not under plans																				0	
S7.12 Levies																				0	
S7.4 Planning agreements																				0	
S64 Contributions																				0	
Other																				0	
Total Developer Contributio	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Notes

All developer contributions received are to be disclosed, and distinguished as cash or non cash. Recognition occures when council gains control over the asset (cash or non cash).

Councils have obligations to provide facilities from contribution revenue levied on developers under the provisions of s7.4,s7.11 and s7.12 of the Environmental Planning and Assessment Act 1979.

Developer contributions may only be expended for the purpose for which the contributions were required, however council may apply contributions according to the priorities established in work schedules for the contribution plan.

'Amounts Expended' only includes monetary expenditure. The result should be a positive and not negative result.

C11 - Monthly Financial Report – October 2025

REPORTING OFFICER	General Manager
ATTACHMENTS	Nil

INTRODUCTION

This report provides Council with relevant monthly financial data.

COMMENTARY

1. STATEMENT OF BANK RECONCILIATION

I hereby certify that the various funds of Council have been reconciled with the respective Bank Statements as at 31st October 2025 and the Reconciliation Statement has been entered in the Cash Book.

2. STATEMENT OF CASH BOOK BALANCES

Listed hereunder is the Statement of Cash Book Balances for all funds and accounts for the period ending 31st October 2025.

Fund	July	August	September	October
General	4,282,816.93	4,413,237.77	4,294,265.51	3,623,512.63
Water	2,289,249.65	2,289,440.07	2,164,001.24	2,136,986.00
Sewer	1,060,711.54	1,400,276.50	1,362,098.63	1,302,761.85
Pool Community Funds	320,519.33	320,519.33	320,519.33	320,519.33
Dunera	56,048.01	56,434.41	56,434.41	56,928.36
Total	**8,009,345.46**	**8,479,908.08**	**8,197,319.12**	**7,440,708.17**

3 RATE COLLECTIONS

Net Rates levied on 31/10/2025 $5,059,458.92

4 RESERVES

Council's Reserve funds are listed below: -

	31/10/2025
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
Long Paddock	7,260.00
Duval Scholarship	20,266.20
Total General Fund	6,045,457.21
WATER FUND	
Renewals Reserve	822,296.16
Total Water Fund	822,296.16
SEWER FUND	
Renewals Reserve	215,138.17
Future Requirements Reserve	1,639,247.13
Total Sewer Fund	1,854,385.30
TOTAL RESERVES	8,722,138.67
Funds Invested other than Reserves	
General Working Funds	1,700,798.78
TOTAL FUNDS INVESTED	10,422,937.45

5. 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	25-08-2025	24-11-2025	4.07	91	28,436.67	2,802,436.97
NAB - 164525911	31-08-2025	29-11-2025	4.10	90	8,778.34	868,316.89
NAB - 171325926	31-08-2025	29-11-2025	4.10	90	3,446.76	340,938.71
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						10,422,937.45

CERTIFICATION

I hereby certify that all investments as of 31st October 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

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 IMPLICATION	The level of cash reserves needs to be considered in Councils asset management activities
RISK IMPLICATION	The risk is insignificant in relation to reporting of Cash and Investments

RECOMMENDATION

That Council receives and notes the report provided.

C12 – Arrangements Over Christmas/New Year Period

REPORTING OFFICER	General Manager
ATTACHMENTS	Nil

INTRODUCTION

Update on the proposed Christmas/New Year closure period for the 2025/2026 period.

COMMENTARY

As reported to the March 2025 meeting, Council has traditionally altered its meeting dates over the December/January period to accommodate the time demands of the festive season and annual leave requirements. In previous years the December meeting has been brought forward and the January meeting abandoned. Moving the December meeting forward allows staff to action the Council resolutions before the end of year.

An Extraordinary Meeting of Council can be held during January if any urgent matters arise.

The Administration Centre and Library have traditionally closed-down Christmas Eve and reopened on the first working day of the New Year. Staff are required to use their annual leave to cover this period.

The Christmas/New Year period has always been a time of low customer service demands, and the closure will have very little impact, if any, on the community. Emergency contacts will be available to the public for issues such as water and sewer problems, companion animals, etc.

It was resolved at the March 2025 meeting that:

a) The December 2025 Ordinary meeting of Council be held Tuesday 16th December 2025;

b) The January 2026 Ordinary meeting of Council be abandoned; and

c) The Administration Centre, Library, and Operations close from 4pm Wednesday 24th December 2025 and reopen Friday 2nd January 2026.

Due to the day after New Years being a Friday, to give staff a satisfactory break, it is now recommended that the Christmas/New Year closure commence at 4:00 pm on Wednesday 24th December 2025, with services to resume at 9am on Monday, 5th January 2026.

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:-

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.

C13 – 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

Regarding FOBs for the unsupervised pool entry system, it is recommended that a refundable deposit of $20 per FOB be applied, along with a $30 replacement fee for any FOB that is lost or damaged. This approach encourages users to take responsibility for their access devices.

Staff are continuing to finalise all pool management systems and processes in readiness for the opening of the refurbished complex in mid-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 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:

(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

C14 - 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)

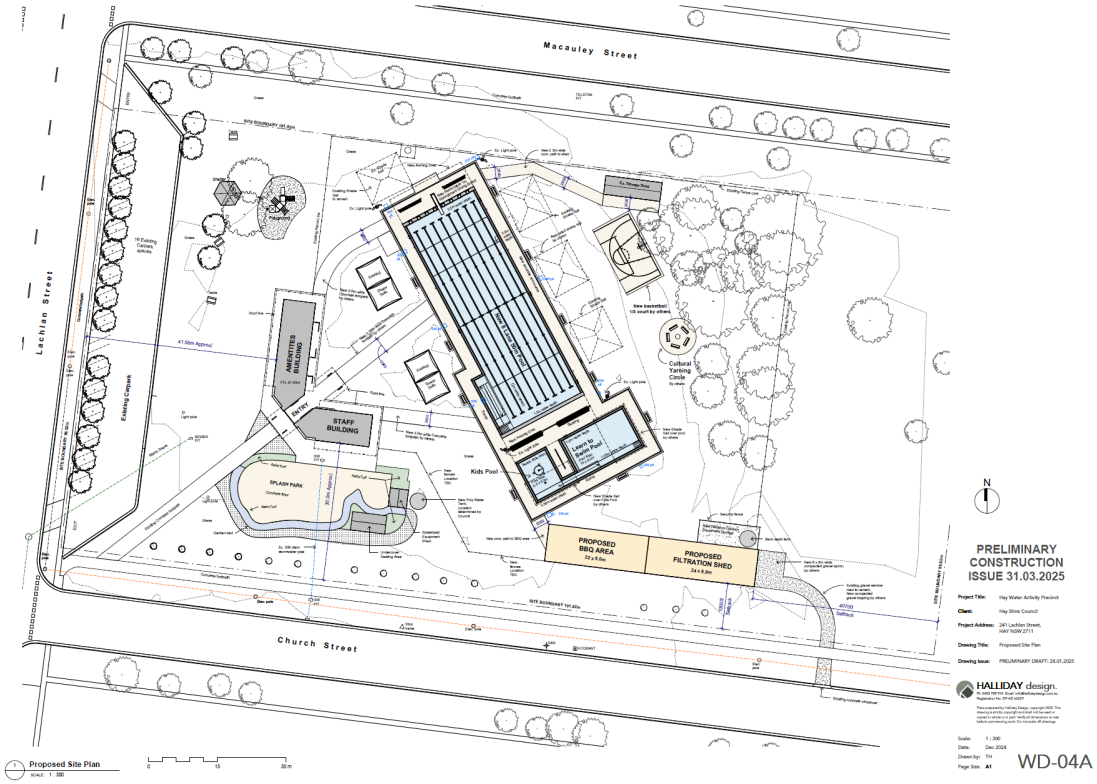
The project still has some risks that Council should be aware:
- A second power supply for the site is required to run the pool heating system and filtration shed. As this requires dealing and gaining approval from Essential Energy (EE) there is a risk this may take longer than planned.
- Asbestos removal – 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.

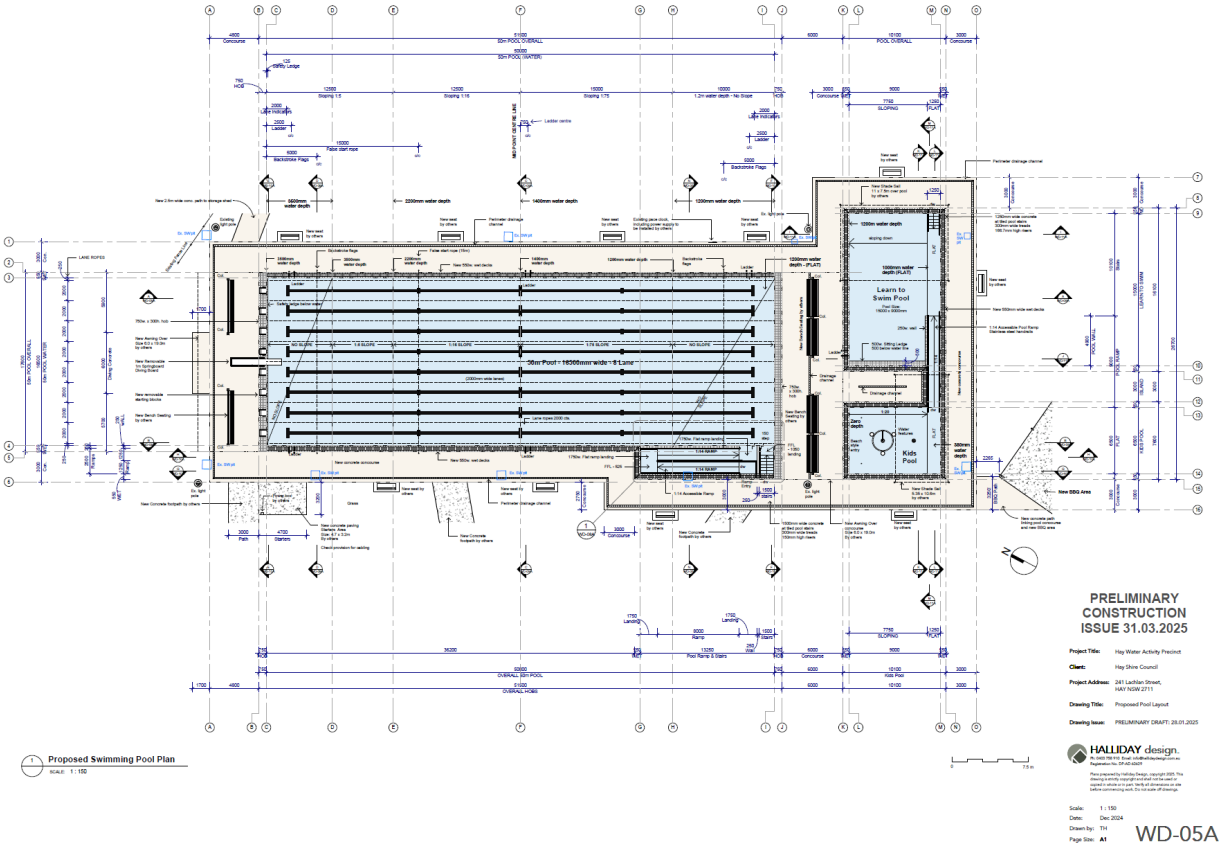
To accommodate the installation of a heating system for the pool(s) the roof area of the plant room shed will be required for the evacuated tubes. The plant room shed will require to be shade free to have an effective heating system.

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 nineth PCG meeting was held on the Thursday 6th November 2025. The last PCG meeting is scheduled for 4th December 2025.

Detailed design of the pools is now fully completed.





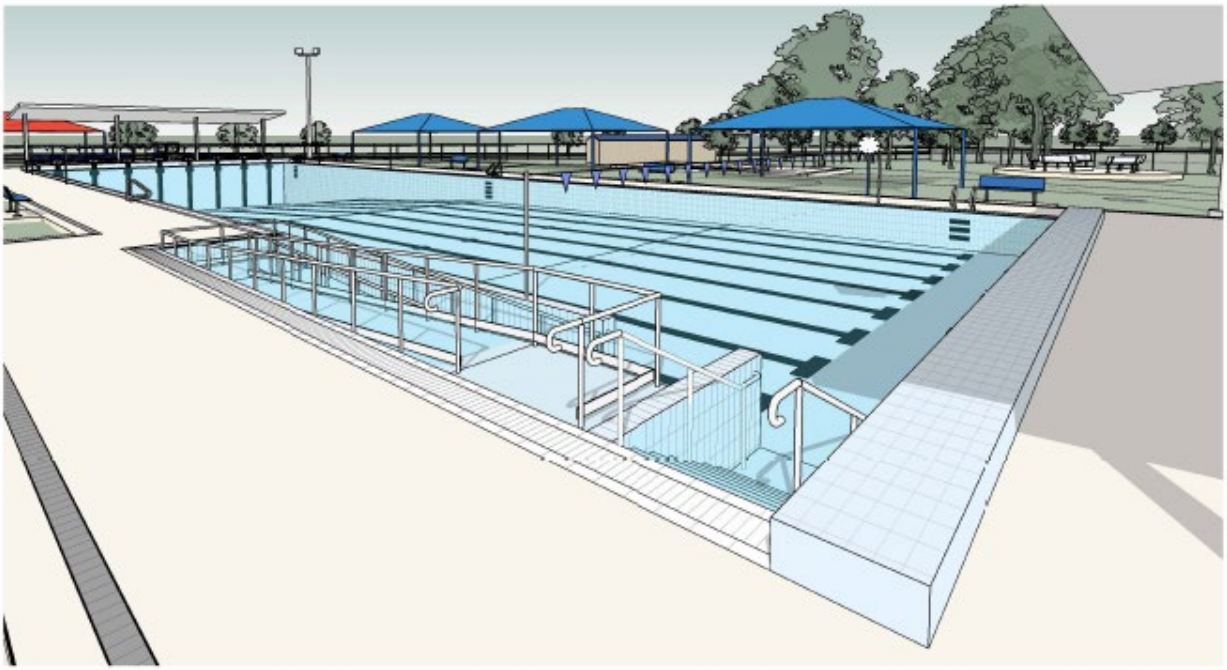
1 Proposed Swimming Pool Plan
SCALE: 1 : 150



PROPOSED 3D VIEW - KIDS POOL & LTS

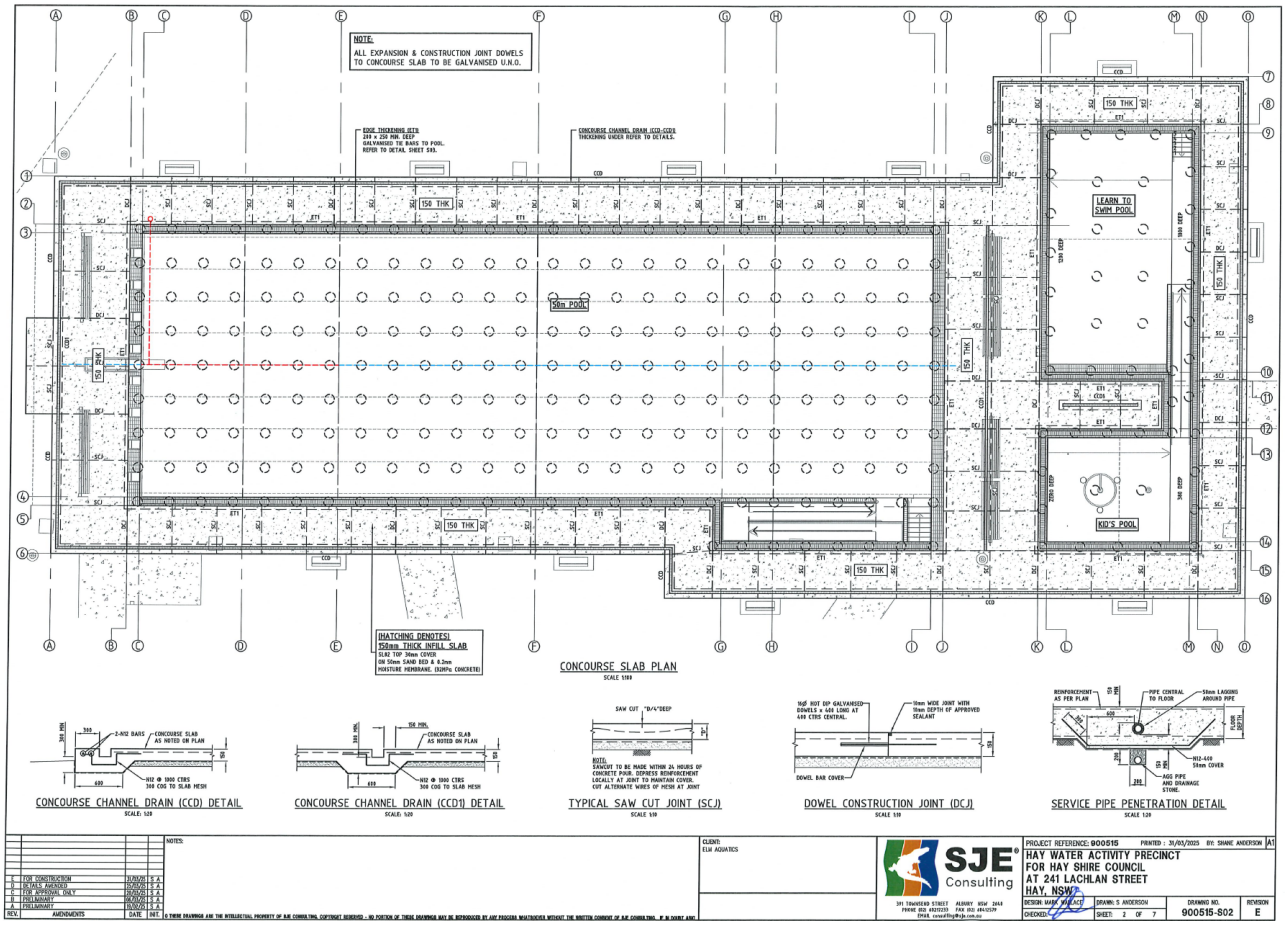


PROPOSED 3D VIEW - KIDS POOL & LTS

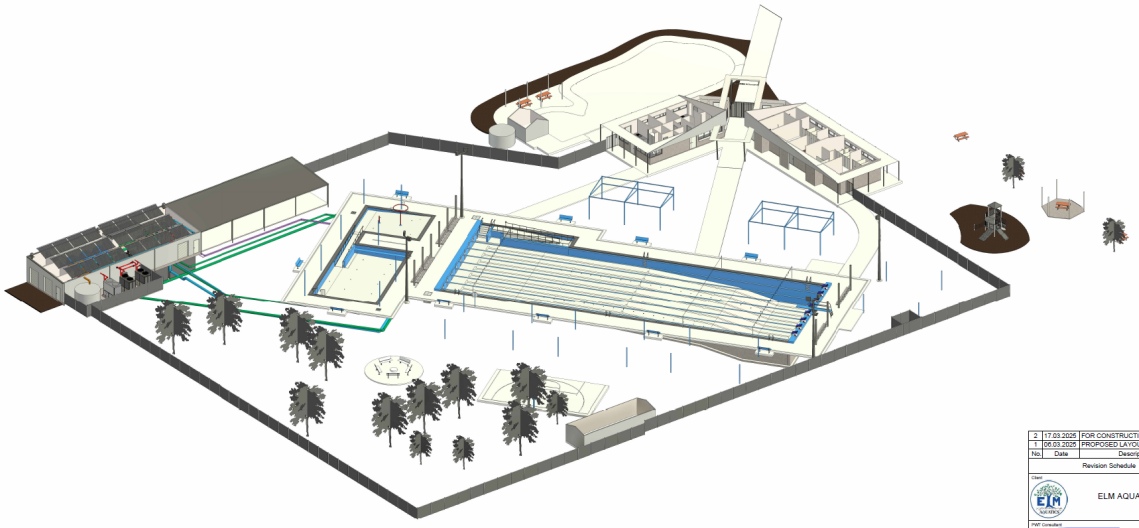







NOTE:
ALL EXPANSION & CONSTRUCTION JOINT DOWELS TO CONCOURSE SLAB TO BE GALVANISED U.N.O.
50m POOL
LEARN TO SWIM POOL
KID'S POOL
150 THK
CONCOURSE SLAB PLAN
CONCOURSE CHANNEL DRAIN (CCD) DETAIL
CONCOURSE CHANNEL DRAIN (CCD1) DETAIL
TYPICAL SAW CUT JOINT (SCJ)
DOWEL CONSTRUCTION JOINT (DCJ)
SERVICE PIPE PENETRATION DETAIL
SJE Consulting
HAY WATER ACTIVITY PRECINCT
FOR HAY SHIRE COUNCIL
AT 241 LACHLAN STREET
HAY, NSW
900515-S02

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

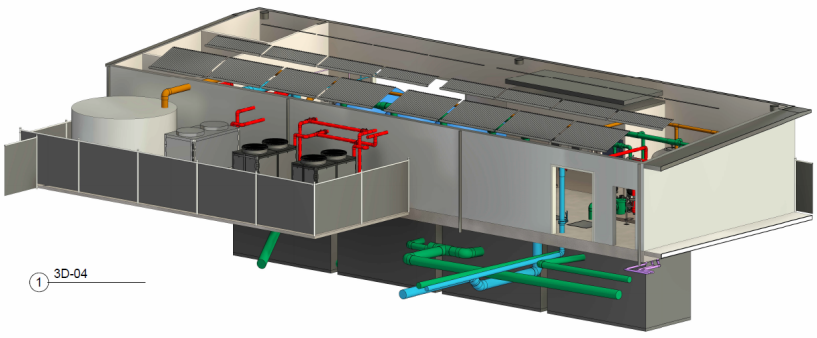
BAO DESIGN Pty Ltd
52 Golden Grove
Beacon Hill NSW 2100
nick@baodesign.com.au

Job Title: JOHN HOUSTON MEMORIAL SWIMMING POOL

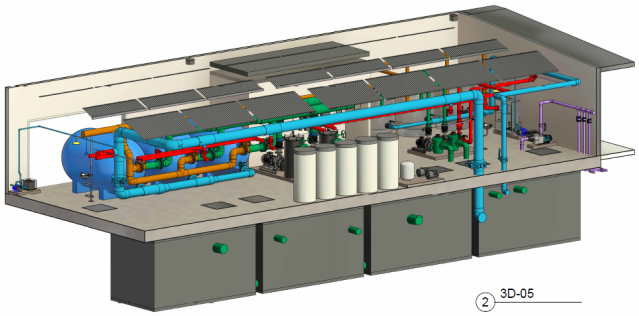
Drawing Title: 3D

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 finalised and ordered.

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.

These additional works have all now been ordered.

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.

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: $8,086,472
- Unallocated/contingency: $12,803 (0.16%)

There are no outstanding larger unknown components cost for the project, and a small budget overspend of $25,000 to $30,000 is anticipated.

Works are nearing completion on site. By end of November all major component works are anticipated to be completed, with the finishing works to be undertaken early December.



Photo Taken: 19th November 2025

The project remains on budget and on time to the revised schedule. A grand opening is set 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.

C15 - Circulars and other Government Correspondence

REPORTING OFFICER	General Manager
ATTACHMENTS	*(i) Federal Government – Inquiry into Regional Airfares, dated 28 October 2025* *(ii) NSW Government – Inquiry into Health Services (Splitting of Murrumbidgee Local Health District), dated 28th October 2025* *(iii) Federal Government – New Aged Care Act – Local Government and Responsible Persons, dated 4th November 2025* *(iv) Federal Government – Renewed Parliamentary Inquiry into Local Government Sustainability, dated 11th November 2025 + letter from Dr Anne Webster, dated 19th November 2025* *(v) NSW Government – NSW Planning System Reform Bill, dated 12th November 2025 + NSW Country Mayors email dated 17th November 2025* *(vi) OLG Circular 25-23 - Local Government (General) Regulation Review, dated 12th November 2025* *(vii) NSW Country Mayors Association – Member Survey Results – 17th November 2025* *(viii) Letter from Dr Bertie Hennecke - Australian Chief Environmental Biosecurity Officer, dated 27th October 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) Federal Government – Inquiry into Regional Airfares, dated 28 October 2025

The Federal Government has released terms of reference for the productivity commission inquiry into key factors that determine regional airfares. More accessible regional airfares can help drive local economies, support tourism and boost productivity in the regions. The aviation white paper found the average ticket price per kilometre was 52% higher for flights involving regional airports than for flights between capital cities. The final report is expected in 18 months.

(ii) NSW Government – Inquiry into Health Services (Splitting of Murrumbidgee Local Health District), dated 28th October 2025

As discussed at the October meeting, Helen Dalton draft Bill has led to an inquiry into the splitting of the Murrumbidgee Health district. It is the author's opinion that splitting the health district will not provide for better services for Hay and the region, and in fact would most likely result in declined services due to duplication of operations and management. Hay Shire Council enjoys a good working relationship with MLHD. A more

effective approach would be to continue to advocate for improved services and health outcomes for our residents without the need to split the health district.

(iii) *Federal Government – New Aged Care Act – Local Government and Responsible Persons, dated 4th November 2025*
The Federal Government has provided clarification that councillors are deemed as responsible persons under the new Aged Care Act. Staff are still assessing the changes in the new Act and developing a roadmap for implementation. This is to be discussed further at the next planned Councillor Development Session in February 2026.

(iv) Federal Government – Renewed Parliamentary Inquiry into Local Government Sustainability, dated 11th November 2025
The Federal Government has recommenced the parliamentary inquiry in local government sustainability. This is great news. 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.

(v) NSW Government – NSW Planning System Reform Bill, dated 12th November 2025
The NSW Planning System Reform Bill has passed parliament. The passage of the Bill marks the most significant overhaul of the Environmental Planning and Assessment Act 1979 in a generation, modernising the foundational legislation of the state's housing, jobs, infrastructure, and energy delivery. It is noted that there were quite a few motions put up at the upcoming LGNSW Annual Conference on this matter.
The NSW Country Mayor's have advised that the Department has advised that councillors are ineligible to be on Local Planning Panels (replacement for the Regional Planning Panels). We are awaiting for further information and engagement with the Department.

(vi) OLG Circular 25-23 - Local Government (General) Regulation Review, dated 12th November 2025
OLG is undertaking a statutory review of the LG Regulation under the SL Act and is proposing to split it into three standalone regulations. This will make the regulations easier to apply and allow them to be reviewed and remade more regularly. As a first step, it is proposed to remake the election provisions as a standalone regulation.
The statutory review will occur in stages and will see the LG Regulation split into three stand-alone instruments:

- Local Government (Elections) Regulation (LG Elections Regulation), (the subject of the current review),
- Local Government (Council Governance and Operations) Regulation (LG Council Governance and Operations Regulation), and
- Local Government (Approvals) Regulation (LG Approvals Regulation).

Staff will gather information regarding the review over the coming months to determine what impact there may be for the industry and here in Hay.

(vi) *NSW Country Mayors Association – Member Survey Results – 17th November 2025*

The NSW Country Mayors Association has released its member survey results. The top five issues as surveyed are:

1. Financial Sustainability
2.Transport and Roads
3.Infrastructure
4.Housing
5.Economic Development

(vii) *Letter from Dr Bertie Hennecke - Australian Chief Environmental Biosecurity Officer, dated 27th October 2025*

The federal government as provided a response to our letter regarding National Carp Control Plan (NCCP) and its recommendations.

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.

The Hon Jim Chalmers MP
Treasurer

The Hon Catherine King MP
Minister for Infrastructure
Minister for Transport
Minister for Regional Development
Minister for Local Government

MEDIA RELEASE

PRODUCTIVITY COMMISSION INQUIRY INTO REGIONAL AIRFARES

Today the Albanese Government released the terms of reference for the Productivity Commission Inquiry into key factors that determine regional airfares.

Regional Australians deserve reliable air services at reasonable prices and that's what this review is about.

That's why in response to the Aviation White Paper, we tasked the Productivity Commission to look at regional airfares, including competition, pricing practices and whether profits along the supply chain are fair.

This will give state governments and the Commonwealth the nationally consistent data required to tackle the issue of regional airfares.

We know that safe, affordable and reliable air services are vital for regional and remote communities, not just for travel, but for access to healthcare, education and jobs.

More accessible regional airfares can help drive local economies, support tourism and boost productivity in regional Australia.

The Aviation White Paper found the average ticket price per kilometre was 52 per cent higher for flights involving regional airports than for flights between two capital cities.

Despite overall growth in passenger numbers, the number of regional routes fell from 458 to 291 between 1989 and 2021 and the number of remote routes fell from 264 to 163 in the same period. Many routes are now serviced by only one airline.

We have asked the Productivity Commission to hold public hearings and to invite submissions from the public.

The Productivity Commission will provide a final report in about 18 months' time.

The terms of reference are available on Treasury's website.

We look forward to the Commission's recommendations on how we can make Australia's regional aviation network more competitive, reliable and affordable.

TUESDAY, 28 OCTOBER 2025

Determinants of regional airfares



Terms of reference

I, the Hon Jim Chalmers MP, Treasurer, pursuant to Parts 2 and 3 of the *Productivity Commission Act 1998*, hereby request that the Productivity Commission ("the Commission") undertake an inquiry into the determinants of regional airfares.

Background

Concerns have been raised through the Aviation White Paper development process about the cost, frequency and reliability of regional air services in Australia.

Australia's aviation network serves a very large geographic area, and regional airports carry around 40 per cent of all domestic passengers. Given the smaller markets served, regional air routes generally have fewer airlines servicing them and less competition than routes between major cities. State and territory governments have in place a variety of arrangements to support intra-state aviation in their jurisdictions.

Recognising the importance of air services to regional development, more accessible regional airfares could help unlock economic activity and productivity in regional Australia. This includes improving the provision of goods and services for regional Australia, increasing demand for tourism, improving Closing the Gap outcomes and supporting regional migration.

Scope of the inquiry

The Commission will conduct a review of the determinants of regional airfares in Australia and make recommendations on policy settings to support a competitive, reliable and affordable regional aviation network.

For the purposes of this inquiry, the term 'regional' encompasses passenger flights to or from areas outside Australia's major cities (i.e. regional, rural and remote areas).

In undertaking the inquiry, the Commission should holistically consider a range of factors, including but not limited to:

- analysing the determinants of regional airfares and service offerings, and the composition of factors that contribute to differences between airfares available on regional routes and those available between major cities, including airport fees and charges;
- identifying the main drivers of demand for regional air services;
- examining any barriers to entry or expansion for airlines to provide regional services;
- identifying policies and regulatory settings that may contribute to higher regional airfares, reduced service levels or reduced competition;
- assessing the role for government and the most efficient forms of government intervention in the market and other policies to improve access, pricing and service outcomes;
- identifying the impacts of regional air fares and access to regular and reliable air services on regional economies (including tourism and migration), productivity, and improving Closing the Gap outcomes;
- identifying the extent of competition between different air transport services (regular public air transport and charter) and with other modes of transport (road and rail), and the role of regional air freight in supporting the commercial viability of regional air services; and

- considering international comparisons and best practices in comparable aviation markets.

In undertaking the inquiry, the Commission should consider all entities which affect regional
aviation, including airlines, airports, aircraft maintenance, aircraft part suppliers, fuel suppliers,
supply chains, regulators and any other entities which contribute to costs and other determinants of
airfares.

Process

The Commission is to undertake a public consultation process including holding public hearings,
inviting public submissions and releasing a draft report to the public.

The Commission should consult with a broad range of stakeholders, including the Commonwealth,
state, territory and local governments, airlines, airports, relevant aviation industry and tourism
operators, regional communities and businesses, including First Nations peoples.

The Commission should have regard to previous inquiries in relation to the economic regulation of
airports and the Australian Competition and Consumer Commission's domestic airline monitoring.

The final report should be provided within 18 months of the receipt of these terms of reference

The Hon Jim Chalmers MP
Treasurer

[Received 27 October 2025]

David Webb

From: Community Services <communityservices@parliament.nsw.gov.au>
Sent: Tuesday, 28 October 2025 2:57 PM
Cc: Community Services
Subject: Make a submission - inquiry into Health Services Amendment (Splitting of the Murrumbidgee Local Health District) Bill 2025

Good afternoon

The Legislative Assembly Committee on Community Services is conducting an inquiry into the Health Services Amendment (Splitting of the Murrumbidgee Local Health District) Bill 2025, which proposes to split the Murrumbidgee Local Health District into the Murrumbidgee Local Health District and the Western Riverina Local Health District.

On behalf of the Committee, I would like to invite your organisation to make a submission to the inquiry. The closing date for submissions is **19 December 2025**.

You can make a submission via the inquiry webpage. More information about the inquiry, including the terms of reference, is available on the inquiry webpage.

You can find information about making a submission to committee inquiries on the Parliament's website.

For more information about the inquiry or making a submission please contact committee staff by email to communityservices@parliament.nsw.gov.au.

The Committee would greatly appreciate your contribution to the inquiry.

Your sincerely

Clayton Barr MP
Committee Chair

Legislative Assembly Committee on Community Services
Parliament of New South Wales

E communityservices@parliament.nsw.gov.au
Parliament House, Macquarie Street, Sydney, NSW 2000, Australia
www.parliament.nsw.gov.au

Integrity – Excellence – Respect

Acknowledgement of Country The Department of the Legislative Assembly acknowledges the Traditional Custodians of the lands where we work and live. We celebrate the of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of NSW. We pay our respects to Elders past, present and emerging.

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LEGISLATIVE ASSEMBLY

Committee on Community Services

Inquiry into Health Services Amendment (Splitting of the Murrumbidgee Local Health District) Bill 2025

Terms of reference

That the Committee on Community Services inquires into and reports on the Health Services Amendment (Splitting of the Murrumbidgee Local Health District) Bill 2025.

Health Services Amendment (Splitting of the Murrumbidgee Local Health District) Bill 2025

The Committee is inquiring into and reporting on the Health Services Amendment (Splitting of the Murrumbidgee Local Health District) Bill 2025, which proposes to split the Murrumbidgee Local Health District into the Murrumbidgee Local Health District and the Western Riverina Local Health District.

Specific concerns about individual experiences can be raised with the Health Care Complaints Commission by calling 02 9219 7444 or emailing hccc@hccc.nsw.gov.au.

Members | Terms of Reference | Timeline | Submissions | Hearings and Transcripts | Reports and Government Responses | Other Documents | Contact us

Chair:	Barr, Clayton (ALP, LA Member)
Deputy Chair:	Doyle, Trish (ALP, LA Member)
Members:	Butler, Liza (ALP, LA Member)
	Dalton, Helen (IND, LA Member)
	Davis, Donna (ALP, LA Member)
	Thompson, Tanya (NAT, LA Member)
	Wilson, Felicity (LIB, LA Member)

David Webb

From: Mark Dowling
Sent: Tuesday, 4 November 2025 8:08 AM
To: David Webb
Subject: FW: Follow up from LGNSW Aged Care Webinar - Responsible person under the Aged Care Act 2024
Attachments: Local Government and Responsible Persons - Letter - 31 Oct 2025.pdf

Mark Dowling
Deputy General Manager

Hay Shire Council
134 Lachlan Street
Hay NSW 2711

Ph: 02 6990 1100 **Fax:** 02 6993 1288 **Mobile:** 0428931006
Values - Integrity • Openness • Responsiveness • Quality of Service

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Views expressed in this message are those of the individual sender, and are not necessarily the views of the Hay Shire Council.

From: Helen Stark <Helen.Stark@lgnsw.org.au>
Sent: Monday, November 3, 2025 4:53 PM
Subject: RE: Follow up from LGNSW Aged Care Webinar - Responsible person under the Aged Care Act 2024

Good afternoon,

Following the webinar - **Preparing for the New Aged Care Act - For Council Aged Care Providers -** held on 21 October, ongoing discussions with the Department of Health, Disability and Ageing, councils, LGNSW and local government associations from other states have occurred around elected representatives' role in aged care. While we have made representations to have councillors removed from the responsible persons requirements, changes to the Act or Orders is not a quick process nor guaranteed.

To provide some clarity in the meantime, the Department and the Aged Care Quality and Safety Commission have worked with local government associations to identify an appropriate regulatory approach for local government providers. Advice is provided in the attached letter.

LGNSW will continue advocacy around this issue, any feedback is welcome to further understand the issues facing council as a result of these reforms.

Kind regards

Helen

Helen Stark
Senior Policy Officer, Ageing and Aged Care
T 02 9242 4043
Helen.Stark@lgnsw.org.au
lgnsw.org.au
Please note; I am available Monday, Tuesday & Thursday.







Australian Government

Department of Health, Disability and Ageing

To whom it may concern

Elected Members as Responsible Persons under the *Aged Care Act 2024*

The Department of Health, Disability and Ageing (Department) would like to thank local governments, and local government associations, for their engagement and effort in preparation for commencement of the *Aged Care Act 2024* (the Act). This advice is intended to assist with questions that have been raised about the implications of elected members (Mayors and Councillors) being responsible persons for local governments who are registered providers.

I acknowledge the magnitude of change that is underway in aged care. The Act supports an aged care system that is better regulated, more transparent and more accountable. I appreciate that the transition has required, and will continue to require, significant effort from everyone in the sector as the changes are implemented.

The regulatory framework created by the Act recognises that there is a significant diversity in aged care services, provider organisations and delivery context. As such, it enables a proportionate approach to regulation that responds to the risk of harm to older people and to the context of service delivery. Accordingly, the Department and the Aged Care Quality and Safety Commission (Commission) will work will local government authorities in a manner that recognises their specific operating context and legal structure.

Elected Members as responsible persons

As defined in Section 12 of the Act, a responsible person of a registered provider includes anyone responsible for executive decisions, which includes members of governing bodies, and anyone who has authority or responsibility for (or significant influence over) planning, directing or controlling the activities of the registered provider. Accordingly, an elected member as an individual will generally be considered a responsible person for the purposes of the Act, noting there may be differences between jurisdictional legislative frameworks.

Where a local council delivers funded aged care services, elected members making decisions as a council may be treated as a governing body for the purposes of the Act. In such situations the Council would be generally responsible for key aspects of the executive decisions of the registered provider. For example, the Council may make strategic decisions about services offered and/or provide independent oversight and assurance of council management action including financial oversight.

As a responsible person under the Act, elected members will need to comply with the Aged Care Code of Conduct, undergo worker screening, have an assessment made of their suitability, have a duty for due diligence. These requirements are not unduly high. For example, from 1 November 2025, responsible persons will need either a police certificate or a National Disability Insurance Scheme (NDIS) Worker Screening Clearance. However, we appreciate that suitability and the statutory duty are elements causing particular concern.

Suitability requirements

In assessing the suitability of responsible persons, Section 13 of the Act outlines the matters that need to be considered including an aged care or NDIS banning order; insolvency; being subject to civil penalties or conviction for indictable offences; actions from listed regulators; and any findings or judgements in relation to fraud, misrepresentation or dishonesty. If a suitability matter arises this does not mean a responsible person is automatically unsuitable for the position. Rather, these matters inform consideration of suitability both by the registered provider and the Commission.

The Commission will approach a situation where an elected member may be considered unsuitable to be a responsible person of an aged care provider in a pragmatic and proportionate way. In line with their Regulatory Strategy, they will work with providers who are taking reasonable steps to mitigate any risks resulting from the elected member's role in the governance of the funded aged care services. This may include, for example, limiting the elected member from making executive decisions regarding the council's delivery of the funded aged care services, and seeking to limit their influence over the council's aged care operations to the extent possible under relevant local government legislation. This may also include implementing processes to mitigate the impact of the elected member's actions, such as reviewing the basis of the assessment that they were unsuitable to ensure any ongoing issues are accurately identified and able to be managed.

The Commission will not compel a local government authority to take an action that is unlawful under their own legislative framework. For example, it is acknowledged that a Council will not be able to lawfully remove an elected member only on the basis that the Commission has assessed them as unsuitable to be a responsible person for aged care services. Where such a conflict arises, they will work pragmatically with the council as an aged care provider toward an appropriate outcome.

Statutory duty

Registered providers have an enforceable duty to ensure (as far as reasonably practicable) they don't cause harm to older people when they're delivering care. Responsible persons have a complementary duty to exercise due diligence to ensure the provider complies with the provider's duty. Due diligence, in the context of being an elected member, may include taking reasonable steps to know about the obligations that apply to the provider, understand the nature of the aged care services the provider is delivering (and the risks associated with that care) and to ensure the provider has the resources they need to deliver safe and quality care. What due diligence looks like is assessed based on what was reasonable for that particular responsible person, in their particular role, at that particular time.

The civil liability for breaching the statutory duty requires a finding by the court that the responsible person has not exercised due diligence, and that their conduct, which must be a significant departure from the conduct that could reasonably have been expected, or part of a systematic pattern, has exposed an older persons to a risk of death or serious injury or illness. This demonstrates this pathway is for the most serious of failures.

Next steps

Further to this letter, the Commission will provide additional regulatory guidance on responsible persons in local government authorities in the coming weeks.

Following the commencement of the Act on 1 November 2025, the Department will be monitoring the outcomes of all changes to the Commonwealth aged care system to ensure we are achieving the policy intent of the reform. This includes the operation of the new definition of responsible person in the Act, and the issues that have been raised. Both the Department and the Commission remain committed to engaging with local government providers, and their representative associated, to identify and respond pragmatically to issues as they arise.

Yours sincerely,



Robert Day

Assistant Secretary
Harmonisation and Regulatory Strategy Branch

31 October 2025

David Webb

From: Block, Steve (S. Ley, MP) <Stephen.Block@aph.gov.au>
Sent: Tuesday, 11 November 2025 2:08 PM
To: Farrer Electorate (S. Ley, MP)
Subject: Renewed parliamentary inquiry Into local government sustainability

Good afternoon, Farrer GMs
While there is some debate on the speed and process of this look into LGA funding, please note the following. The Minister's office advise new or updated submissions are welcome, but those who made submissions to the previous Inquiry can be assured that they will also be considered.

The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport has launched a new inquiry into the funding and financial sustainability of local governments in Australia.

Chair of the Committee, Mrs Fiona Phillips, said 'the Committee wants to gain a deeper understanding of the financial relationship between local government and other levels of government in Australia, with a particular emphasis on funding mechanisms and fiscal sustainability.'

The inquiry aims to identify how funding arrangements affect local government's ability to deliver services and invest in local infrastructure by identifying all sources of government funding received by local governments. The Committee will also be exploring how to overcome barriers to infrastructure service delivery. It will consider trends in attracting and retaining a skilled workforce, impediments to security for local government workers and the impacts of labour hire practices.

The Committee will be considering whether existing funding mechanisms are addressing the evolving responsibilities of local governments.

The Committee welcomes submissions from interested organisations and individuals by 3 February 2026. Further information on the inquiry, including the terms of reference and how to contribute, is available on the Committee's website.
https://www.aph.gov.au/Parliamentary_Business/Committees/House/Regional_Development_Infrastructure_and_Transport/LocalGovernmentFunding

Evidence provided to the House of Representatives Standing Committee on Regional Development, Infrastructure and Transport inquiry into Local Government Sustainability of the 47th Parliament will be considered as part of this new inquiry.

Steve Block
Adviser | **The Hon Sussan Ley MP**
Federal Member for Farrer | Leader of the Opposition
Albury 02 6021 3264 | Canberra 02 6277 4022



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HOME PARLIAMENTARY BUSINESS COMMITTEES HOUSE OF REPRESENTATIVES COMMITTEES STANDING COMMITTEE ON REGIONAL DEVELOPMENT, INFRASTRUCTURE AND TRANSPORT INQUIRY INTO LOCAL GOVERNMENT FUNDING AND FISCAL SUSTAINABILITY

Inquiry into Local Government Funding and Fiscal Sustainability

The Committee adopted an inquiry into local government funding and fiscal sustainability on 6 November 2025, following a referral from the Minister for Emergency Management; Minister for Regional Development, Local Government and Territories, the Hon Kristy McBain MP.

The Committee thanks everyone who provided a submission to the inquiry or participated in a public hearing in the previous Parliament's inquiry into local government sustainability. All the information received as part of that inquiry in the previous Parliament will be reconsidered. Therefore there is no requirement to provide another submission if you have already done so. The Committee would however welcome updated or additional information addressing the new terms of reference.

The Committee is seeking written submissions by **Tuesday, 3 February 2026** from organisations and individuals that provide recommendations relating to any or all of the inquiry's terms of reference.

If you are experiencing problems uploading your submission via the online portal, or have questions about the inquiry process, please email the secretariat at RDIT.reps@aph.gov.au.

Committee Secretariat contact:

Committee Secretary
House of Representatives Standing Committee on Regional Development, Infrastructure and Transport
PO Box 6021
Parliament House
Canberra ACT 2600

Phone: +61 2 6277 2232
rdit.reps@aph.gov.au

About this inquiry

The inquiry will examine the financial relationship between local government and other levels of government in Australia, with a particular emphasis on funding mechanisms and fiscal sustainability.

- Terms of Reference
- Media Releases

- Government Response
- Committee Membership

Track Inquiry

Inquiry Status

Accepting Submissions

Upload Submission

How to make a submission

The committee invites individuals and organisations to send in their opinions and proposals in writing (submissions)

- Preparing a submission to an inquiry

Accessibility

We are committed to ensuring that everyone who wishes to can participate in the Committee's inquiry. If you have accessibility requirements, please contact the Committee Secretariat.

Further information regarding accessibility can be found at www.aph.gov.au/Help/Accessibility

Terms of Reference

The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport will inquire into and report on local government funding and fiscal sustainability, with a particular focus on:

1. **Interactions between Governments**
   i. Assess the nature and scale of Australian, state and territory government funding provided to local government, both directly and through Commonwealth-state agreements.
   ii. Examine the legislative and policy frameworks underpinning Commonwealth financial support to local government.

2. **Identification of All Funding Sources**
   i. Identify and map all sources of funding received by local government from the Australian Government and state/territory governments, including:
      a. Untied grants (e.g., Financial Assistance Grants).
      b. Tied/specific-purpose grants and project-based programs, co-contribution requirements and competitive grant processes.
      c. Revenue sharing arrangements (e.g., stamp duty, rates capping subsidies, GST-related disbursements where applicable).
      d. Emergency, disaster recovery and resilience funding.
      e. One-off or ad hoc funding streams.
   ii. Examine local government own-source revenue (such as rates, fees, charges and commercial activities).

3. **Impacts and Effectiveness**
   i. Evaluate how funding arrangements, including indexation freezing, influence the financial sustainability, service delivery capacity and infrastructure investment of local governments.
   ii. Consider whether existing funding mechanisms are addressing the evolving responsibilities of local governments.
   iii. Identify barriers to infrastructure service delivery, including trends in attracting and retaining a skilled workforce, impediments to security for local government workers and impacts of labour hire practices.

iv. Explore opportunities to improve productivity and coordination of local government.

4. **Previous Inquiry**

i. Consider evidence provided to the House of Representatives Standing Committee on Regional Development, Infrastructure and Transport of the 47th Parliament Inquiry into Local Government Sustainability.

5. **Other relevant matters**

Committee Secretariat contact:

Committee Secretary
House of Representatives Standing Committee on Regional Development, Infrastructure and Transport
PO Box 6021
Parliament House
Canberra ACT 2600

Phone: +61 2 6277 2232
rdit.reps@aph.gov.au

About this inquiry

The inquiry will examine the financial relationship between local government and other levels of government in Australia, with a particular emphasis on funding mechanisms and fiscal sustainability.

- Inquiry home page
- Terms of Reference
- Media Releases
- Government Response
- Committee Membership

Track Inquiry

Inquiry Status

Accepting Submissions

Upload Submission

Dr Anne **WEBSTER** MP
Shadow Minister for Regional Development, Local Government and Territories
Shadow Minister for Regional Communications
Federal Member for Mallee

19 November 2025

Mayor, Councillors and CEO

Via email

Dear Mayor, Councillors and CEO,

I am writing to you today as Shadow Minister for Local Government, Regional Development and Territories to ensure you are aware of an important inquiry into local government sustainability that has resumed thanks to the advocacy of the Coalition Opposition in Canberra.

Firstly, I acknowledge and thank the many councils I have already met with, either directly, through a peak or regional body, or all of the above so, so again thank you. These meetings have reinforced how local government financial sustainability is critical for your survival.

The previous inquiry ceased before the May election with an interim report in February that made no recommendations: Interim report into local government sustainability – Parliament of Australia

My first act upon being appointed Shadow Minister for Local Government was to call, on 4 June 2025, for the lapsed federal parliamentary inquiry into local government financial sustainability to resume, which you can read here.

In July I then moved a motion calling on the Albanese Labor Government to resume the inquiry: Hansard - Federation Chamber 28/07/2025 Parliament of Australia

Earlier this month the Albanese Labor Government belatedly resumed the inquiry with submissions open until Tuesday, 3 February 2026: Inquiry into Local Government Funding and Fiscal Sustainability – Parliament of Australia

I said soon afterwards it is very concerning Labor has so delayed progress on this matter that your Council or Shire might not see financial relief in the 2026/7 Federal Budget due to the likely timing of report recommendations.

148 Eighth Street, Mildura VIC 3500 03 5021 5987 anne.webster.mp@aph.gov.au annewebster.com.au
@AnneWebsterMP AnneWebster.Nationals @AnneWebster4Mallee @annewebstermp495

Even if you made a submission to the previous inquiry, **I encourage you to make an updated or fresh submission to this inquiry.** Here is the inquiry home page link again: Inquiry into Local Government Funding and Fiscal Sustainability – Parliament of Australia. I acknowledge local government is stretched in many ways and this will take up your resources. In the end, we must apply pressure on the Albanese Labor Government to act upon the financial pressures you are facing sooner, rather than later.

I would also appreciate if you could provide me with a copy of your submission as I consult and develop policy on this very important issue.

If I have not met with you already, I encourage you to reach out through your representative bodies or directly and while there are 537 local governments in Australia, I will aim to see you.

I welcome any other feedback, thoughts or reforms you might wish to put forward for your sector.

Sincerely,

Anne Webster

Dr Anne Webster MP
Federal Member for Mallee
Shadow Minister for Regional Development, Local Government and Territories
Shadow Minister for Regional Communications

MA646626 : RL

NSW GOVERNMENT

Language

MyServiceNSW (https://account.service.nsw.gov.au/)

Ministerial media release

NSW Planning System Reform Bill passes Parliament

Published: 12 November 2025
Released by: The Premier, Minister for Planning and Public Spaces

The Minns Labor Government's landmark *Planning System Reforms Bill 2025* has passed both houses of Parliament with overwhelming support, paving the way for a faster, fairer and modern planning system.

The passage of the Bill marks the most significant overhaul of the *Environmental Planning and Assessment Act 1979* in a generation, modernising the foundational legislation of the state's housing, jobs, infrastructure, and energy delivery.

For decades, the planning system has grown overly complex and slow, holding back the delivery of new homes, job creating investments and adding unnecessary costs and delays to the construction pipeline. These reforms will help clear the bottlenecks and make the system work for communities, councils, and builders alike.

The Bill introduces a suite of changes to streamline planning approvals, provide greater certainty for industry and communities, and cut unnecessary red tape, and has received widespread support through the NSW Parliament.

Key reforms include:

- Establishing the Development Coordination Authority – a single front door for advice on major projects across NSW government agencies.
- Enshrining the Housing Delivery Authority in legislation to make sure there is an enduring, state-wide focus on housing delivery.
- Expanding Complying Development pathways to enable faster approvals for low-impact development.
- Introducing a new Targeted Assessment Pathway for developments already subject to strategic planning and community consultation.

- Amending the EP&A Act's objects to include housing delivery, climate resilience and proportionality for the first time.
- Replacing more than 100 consultation plans with a single, state-wide Community Participation Plan.
- Removing unnecessary duplication, including regional planning panels and outdated assessment pathways.

The Minns Labor Government has delivered the largest housing and planning reform agenda in the state's history, including the Transport Oriented Development Program, Low and Mid-Rise Housing Policy, the Infill Affordable Housing Bonus, new Renewable Energy Planning Framework and the Investment Delivery Authority.

Together, these initiatives are designed to make it easier to build the homes and create the jobs that NSW needs, and support young people, families and key workers finding a home in the communities they love.

The Government will now work with industry, local Government and professional bodies on the implementation of the reforms.

Premier of New South Wales Chris Minns said:

"The Bill's passage represents a major step forward for NSW housing and planning reform.

"For too long, NSW has been held back by a system that was slow, complex and out of step with the necessity to deliver more homes for those who need them.

"These reforms will help us build more homes faster, in the right places, giving young people and families the chance to access a home."

Minister for Planning and Public Spaces Paul Scully said:

"The overwhelming support of the parliament for the Bill demonstrates a shared commitment to tackling NSW's housing challenges and enabling a modern economy.

"This does not mean that we will take our foot off the pedal. If anything, the real work starts now, and we will be working hard to see these reforms implemented.

"This Bill will enable a planning system fit for the 21st century, one that supports housing and energy delivery, encourages job creation, investment and builds better communities.

"I thank my parliamentary colleagues for recognising that reform was overdue and working constructively to help deliver it."

NSW GOVERNMENT

Statement of Public Interest
Tabled by M S Sharpe
B Duff
for Clerk of the Parliaments
16/10/25

ENVIRONMENTAL PLANNING AND ASSESSMENT AMENDMENT (PLANNING SYSTEM REFORMS) BILL 2025

STATEMENT OF PUBLIC INTEREST

Need: Why is the policy needed based on factual evidence and stakeholder input?

The *Environmental Planning and Assessment Amendment (Planning System Reforms) Bill 2025* (**the Bill**) will amend the *Environmental Planning and Assessment Act 1979* (**the EP&A Act**), the *Environmental Planning and Assessment Regulation 2021* (**the EP&A Regulation**) and other related Acts to modernise the NSW planning system so it is faster, simpler and more outcomes-focused. This will help boost housing supply, investment and job opportunities across NSW.

The NSW planning system is increasingly characterised by delays, duplication and complexity that slow housing delivery, create uncertainty for applicants, and increase costs for communities and government.

For example, evidence demonstrates that on average, development applications take 100 days longer when determined by Sydney district and regional planning panels as compared with local planning panels.

The current system has also created a proliferation of policies and documents that complicate the system. There are now more than 100 community participation plans across New South Wales, creating a patchwork of inconsistent engagement criteria and thresholds for applicants and communities.

Stakeholders have consistently highlighted these issues, and recent independent reviews have confirmed the need for reform.

In 2024, the NSW Productivity and Equality Commission's *Review of housing supply changes policy options for NSW* identified bottlenecks in the development assessment process due to challenges relating to engagement with state agencies, meeting development application (DA) conditions of consent, long approval processes and dealing with post-consent approvals.

Evidence from Financial Year 23/24 demonstrated that a development application with a single referral took an additional 54 days longer to determine on average than an application with none. Beyond the first referral, determination timeframes increased by around 100 days. The Commission identified several improvements that have been captured in these reforms, including the establishment of the NSW Development Coordination Authority.

The Australian Government's *State of the Housing System Report 2025* identified the need for ongoing reform and investment in the planning and housing sectors. Key industry peak bodies such as the Planning Institute of Australia have also been advocating for streamlining the assessment of low-risk housing development, more flexibility in the complying development process, co-ordinated concurrences and referrals and code based/targeted assessment.

The Housing Industry Association (HIA) has advocated for a more straightforward development process, including easier complying development pathways. The HIA identified that NSW could improve outcomes by increasing the housing supply pipeline, addressing inefficiencies and delays and expanding the use of code-assessment.

The growing body of case law before the NSW Land and Environment Court and NSW Court of Appeal has also identified areas of the planning system that require clarification to reduce litigation and provide greater certainty in interpreting provisions of the EP&A Act.

Importantly, the Bill is being introduced in response to the national housing challenge and the NSW Government's commitment under the National Housing Accord to deliver 377,000 new, well-located homes across the state by 2029.

Without reform, these issues will continue to constrain the supply of housing, undermine investor confidence, and erode the efficiency and credibility of the planning system. The proposed Bill will introduce a range of reforms to address these challenges, including:

1. **Modernising the objects of the EP&A Act**
   - Introducing new objects to prioritise housing supply, improve land use productivity, address the challenges of climate change and promote proportionate and risk-based development assessment.
2. **Delivering faster and more efficient development assessment**
   - Establishing a new targeted assessment development pathway to enable more focused and timely assessment of eligible development.
   - Expanding the complying development pathway by allowing variations to development standards so more applications can be approved in 20 days.
   - Embedding proportionate and risk-based development assessment throughout the system.
3. **Co-ordinated and centralised decision making**
   - Establishing the Development Coordination Authority (DCA) to centralise agency referrals and advice on development applications. This central authority will replace the requirement for input from up to 14 state government agencies, making the development application process more efficient.
   - Legislating the Housing Delivery Authority (HDA) to recognise its significant role in facilitating the delivery of state significant housing development applications and rezonings.
   - Removing regionally significant development, Sydney district panels and regional planning panels, returning decision-making functions to councils and local planning panels. This should reduce assessment timeframes by up to 100 days.
4. **Simpler, improved and more outcomes-driven planning system**
   - Standardising consultation requirements for development across the State with a single Community Participation Plan.
   - Introducing new standard and model conditions for development consents.

- Expanding applicants' rights to seek reviews and appeals of planning decisions, including greater choice about who determines a review.
- Making minor and low-impact modifications to development consents simpler and quicker.
- Broadening the powers for the NSW Government to intervene in historical 'zombie' consents.
- Delivering a range of miscellaneous improvements to strengthen the operation of the Act.

Objectives: What is the policy's objective couched in terms of the public interest?

The objective of the Bill is to serve the public interest by delivering a planning system that is faster, fairer and more outcomes-focused, ensuring that new homes, infrastructure and supporting development can be delivered in a timely and sustainable way.

During the last two years, DA determination times grew substantially: from 83 days in 2021-22 to 116 days by March 2023. In May 2025, cumulative average assessment days for all local council DAs was 102 days with only 63 per cent of applications meeting the Planning Minister's Statement of Expectations Order.

The Australian Government's State of the Housing System Report 2025 identified the need for ongoing reform and investment in the planning and housing sectors. Despite recent improvements in development application timeframes, further reform is needed so that housing and supporting development can be delivered sooner.

The reforms will reduce assessment timeframes and simplify development assessment processes. These proposals will deliver homes and jobs faster while maintaining the checks and balances needed to protect community interests and the environment. The changes will help achieve the housing target of 377,000 new dwellings by 2029 in accordance with the NSW Government's commitment to the National Housing Accord.

Options: What alternative policies and mechanisms were considered in advance of the bill?

Several alternative mechanisms were considered, including:

- Retaining the status quo - This was not considered feasible, as existing delays and complexity in the planning system would persist and housing targets would be placed at further risk.
- Relying on subordinate legislation (regulations or directions) - This option was not sufficient, as the scope of necessary reforms exceeds regulation-making powers and would lack enduring change without primary legislation.
- Guidelines and policy changes - While these can improve practice in the short term, they cannot provide the lasting structural and cultural reforms or legal certainty needed.

Analysis: What were the pros/cons and benefits/costs of each option considered?

For the reasons above, amendment of the EP&A Act is the only suitable option to secure the systemic and enduring change sought by the Bill.

Primary legislation ensures that subsequent regulations and policy initiatives are clearly within power, and that the reforms have the necessary authority and certainty to be implemented effectively.

Pathway: What are the timetable and steps for the policy's rollout and who will administer it?

Certain amendments proposed in the Bill, will commence on proclamation shortly after assent to the Bill. These include:

- Updates to the objects
- Establishment of the Housing Delivery Authority and the Development Coordination Authority
- Amendments to section 4.15 of the Act relating to matters for consideration
- Other minor, miscellaneous improvements.

Other amendments will commence on a day or days to be appointed by proclamation. This will allow the Department of Planning, Housing and Infrastructure to complete the necessary operational and system changes before commencement.

Supporting regulations will be prepared and implemented where appropriate, following the commencement of the provisions of the Bill. The Department of Planning, Housing and Infrastructure will administer the implementation of the policy once all changes have commenced.

Consultation: Were the views of affected stakeholders sought and considered in making the policy?

The reforms are informed by issues raised in the NSW Productivity and Equality Commission's *Review of housing supply changes policy options for NSW*, the Australian Government's *State of the Housing System Report 2025* and by peak bodies such as the Planning Institute of Australia, the Housing Industry Association, Urban Taskforce and the Property Council.

Relevant NSW Government agencies were contacted during the preparation of the Bill and informed about the proposed reforms relevant to their portfolios.

The reforms, therefore, reflect a range of government, industry and expert perspectives. They are also consistent with community expectations that the NSW Government act quickly to improve the NSW planning system to facilitate the delivery of housing across New South Wales.

Further consultation will occur with stakeholders in relation to the implementation of specific reforms, including the new State-wide Community Participation Plan, variations to complying development, and development to be declared as part of the targeted assessment process.

David Webb

From: Gary Fry <admin@nswcountrymayors.com.au>
Sent: Monday, 17 November 2025 10:43 AM
To: Gary Fry
Subject: Seeking Planning reform clarifications

Dear CMA Member,

It was a big couple of days last week and all attendees helped make them memorable, productive and politically impactful.

Seeking Planning reform clarifications

Your CMA Policy Advisor Mrs Julie Briggs has been continuing to investigate the NSW Government Local Planning Panel composition, however this is where she is up to at this point:

As indicated at the CMA meeting I contacted the DPIE about membership of the Local Planning Panels, specifically their composition and whether councillors can be selected as the community representative. We emailed back and forth Friday afternoon to get a clear indication of their intentions in relation to this matter.

We have been advised of the following:

- LPPs will consist of a chair and two independent experts, plus a community representative. The Department has a pool of 250 expert members and that pool will be refreshed over the next 12 months. Councils will do their own recruitment and appointment of community panel members.

- Councillors will be ineligible to be a community representative on LLPs. The transition from RPPs to LPPs aligns with ICAC's recommendations to reduce conflicts of duty and interest that can arise when councillors sit on RPPs.

- They are currently planning engagement with councils to understand LPP establishment preferences and their website will also be updated with FAQs.
- They will keep CMA informed as engagement opportunities arise.

The ICAC issue has come out of the blue. The only mentions of ICAC I have found so far is the following paragraph from the Second Reading Speech in the Legislative Assembly

> *In regional areas with small volumes of applications, we will utilise joint local planning panels with local representation from each council area. This approach will make sure there is continued local representation in development decisions, aligning with the ministerial statement of expectations on development application approvals. The Department of Planning, Housing and Infrastructure will carry out secretariat functions on behalf of certain regional councils to minimise any financial impact on those that are not adequately resourced for this change. The referral criteria for local planning panels*

will be updated to make sure they are focused on genuinely significant matters. This is about restoring confidence in the system by making it clearer through providing locally focused independent decision-making. Recommendations from Operation Dasha and direct engagement on the proposed reforms with the ICAC have informed the proposed panel changes, and the intended implementation approach will reduce the risk of corruption within the New South Wales planning system.

And this in the Second Reading Speech in the Legislative Council:

Recommendations from Operation Dasha and direct engagement on the proposed reforms with ICAC have informed the proposed panel changes and intended implementation approach will reduce risk of corruption within the New South Wales planning system.

I have searched through the Second Print of the Bill and can find no mention of councillors being ineligible to sit on the Local Planning Panel. In fact, the only person ineligible I have found is a developer being ineligible to sit on a Regional Planning Panel.

Given the resolution that was passed on Friday, this matter will now go to the Board for discussion. However, I know many of you are in discussions now and the above might assist in informing your advocacy. In my position of as Policy Advisor I would of course welcome your thoughts on the above..... **policy@nswcountrymayors.com.au**

All the best,

Gary Fry
Secretariat
Country Mayors Association of NSW (CMA)
admin@nswcountrymayors.com.au
0427008572

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Circular to Councils

Subject/title	Local Government (General) Regulation Review
Circular Details	Circular 25-23 / 12 November 2025 / A971110
Previous Circular	N/A
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Response to OLG

What's new or changing?

- The Local Government (General) Regulation 2021 (LG Regulation) is one of the largest statutory instruments in NSW.
- Under the *Subordinate Legislation Act 1989* (the SL Act), the Office of Local Government is required to periodically review and remake the LG Regulation as part of an automatic repeal program. The LG Regulation will be automatically repealed on 1 September 2026 unless remade before then.
- OLG is undertaking a statutory review of the LG Regulation under the SL Act and is proposing to split it into three standalone regulations. This will make the regulations easier to apply and allow them to be reviewed and remade more regularly. As a first step, it is proposed to remake the election provisions as a standalone regulation.

What will this mean for council?

- The statutory review will occur in stages and will see the LG Regulation split into three stand-alone instruments:
    - Local Government (Elections) Regulation (**LG Elections Regulation**), (the subject of the current review),
    - Local Government (Council Governance and Operations) Regulation (**LG Council Governance and Operations Regulation**), and
    - Local Government (Approvals) Regulation (**LG Approvals Regulation**).

- The first step will focus on transferring the election provisions of the LG Regulation to a new standalone LG Elections Regulation. Reviews of the other two sets of provisions referred to above will occur in 2026.
- OLG is seeking feedback from councils, other stakeholders and the wider community on the proposed regulatory framework outlined in the Regulatory Impact Statement (RIS).
- The RIS examines the impact, including costs and benefits, of remaking the election provisions under Part 11 and Schedules 4–11 of the LG Regulation into a stand-alone LG Elections Regulation.
- The aim is to ensure that it is the best option available to deliver a responsive and accessible regulatory framework that provides clear and effective policy guidance on the conduct of local government elections.

Key points

- The RIS, Feedback Form and other supporting information are available on the NSW Government's 'Have Your Say' webpage at https://www.nsw.gov.au/have-your-say and the OLG's 'Local Government (General) Regulation Review' webpage at https://www.olg.nsw.gov.au/wp-content/uploads/2025/11/Regulatory-Impact-Statement.pdf
- Comments and suggestions may be provided using the Feedback Form. Submissions may be made:

  Online: Via the NSW Government's 'Have Your Say' webpage at https://www.nsw.gov.au/have-your-say.

  By email: olg@olg.nsw.gov.au, with the subject 'LG Elections Regulation'

  By post: LG Elections Regulation
  Council Governance Team
  Office of Local Government
  Locked Bag 3015
  Nowra NSW 2541

- The closing date for submissions is close of business on Friday, 12th December 2025.

Where to go for further information

- The RIS, Feedback Form and other supporting information are available on the NSW Government's 'Have Your Say' webpage at https://www.nsw.gov.au/have-your-say and the OLG's 'Local Government (General) Regulation Review' webpage at Local Government (General) Regulation Review – Office of Local Government NSW.
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.



Brett Whitworth
Deputy Secretary, Office of Local Government

David Webb

From: Gary Fry <admin@nswcountrymayors.com.au>
Sent: Monday, 17 November 2025 12:56 PM
To: admin@nswcountrymayors.com.au
Subject: CMA Motions and Member Survey presentation
Attachments: 2025 NSW Country Mayors Survey Results.pdf

Dear CMA member,

Please find attached a PDF version of the CMA Member Survey presentation. The Board will allocate the top themes for our 2026 meetings, taking on board input received during the Thursday 13 Nov. workshop.

TWO MOTIONS from 14 Nov. 2025

The full minutes from the CMA Meeting on Friday 14 November will take time to finalise, due to numerous other demands on your CMA. So, the CMA Executive recognised that due to various concurrent lobbying efforts, it would be practical to distribute the final accepted wording of the major motions from the meeting today:

The planning reforms motion was moved by Goulburn Mulwaree Council Mayor Dillon and QPRC Mayor Winchester seconded the motion.

- That the CMA challenges the decision of the State Government to remove elected Local Councils from Development Application considerations and call for the immediate inclusion of Local Councillor representation in Local Planning Panels (LLPs).
- Any decision-making powers that had previously been vested with Councillors in relation to DAs will now be vested in LPPs.
- At no stage had we ever been told that an aspect of these reforms would strip the ability of elected Councillors from being able to consider DAs within their LGA.
- We call upon the Premier and Ministers for Planning and Local Government to work with CMA to ensure this specific change can be reviewed, with the aim of providing Councils with the opportunity to retain elected Councillors having a role in actively representing their communities by being involved in the assessment of DAs

Passed unanimously.

Byron Shire Council recommendations. Byron Shire Mayor Sarah Ndiaye spoke to them...

That the CMA advocates to:

1. Urge the NSW Government to review and overhaul the current remuneration framework, including the removal of Section 242A, to enable benchmarking.

2. Support legislative reform to provide mayors and councillors with access to paid maternity, paternity, carers, and sick leave.
3. Ensure acting mayors and deputy mayors are appropriately remunerated during periods of leave without financial penalty to the incumbent.
4. Write to the Minister for Local Government, relevant State and Federal MPs, and the Fair Work Ombudsman to advocate for these reforms.

In summarising the briefing document distributed to members, Mayor Ndiaye said that the system is flawed and made for a different time.

Narrabri Shire Mayor Tiemens seconded the motion.

Mayor Winchester: I had two months off last year because of a heart attack and got no pay. He said that he supported the motion, so long as it did not look like the CMA sought pay rates comparable to State MPs.

The motions were passed unanimously. However, after further consideration of the costs of funding what is being asked for, some members have expressed concerns.

Apologies for the number of emails today.

All the best,

Gary Fry
Secretariat
Country Mayors Association of NSW (CMA)
admin@nswcountrymayors.com.au
0427008572

Australian Government
Department of Agriculture, Fisheries and Forestry

File ref: MC25-001859

27 October 2025

Mr David Webb
General Manager
Hay Shire Council
134 Lachlan Street
HAY NSW 2711

DWebb@hay.nsw.gov.au

Mr Mark D. Lamb
Chief Executive Officer
Murray Darling Association Inc

m.lamb@mda.asn.au

Dear Mayor and Mr Lamb

Thank you for your letter/email of 24 September 2025 to the Minister for Agriculture, Fisheries and Forestry, Julie Collins MP, expressing your in-principle support for the funding and implementation of the National Carp Control Plan (NCCP) and its recommendations. Minister Collins has asked me to thank you for your correspondence and to reply on her behalf. I apologise for the delay in responding.

As you rightly note, common carp are a highly destructive invasive species with wide-ranging environmental, social, and economic consequences, particularly for communities and industries across the Murray-Darling Basin.

The NCCP, published in 2022, identified Cyprinid herpesvirus-3 (the carp virus) as a potential biological control agent, it also highlighted several knowledge gaps. Further research was recommended to ensure any future decisions are based on robust scientific evidence.

The Department of Agriculture, Fisheries and Forestry (DAFF) is progressing seven Priority Research Actions as part of the next phase of the Carp Biological Control Program (CBCP), agreed by Australian Agriculture Ministers in 2023. Research activities have commenced and will conclude in 2028. DAFF is also consecutively working closely with regulatory agencies including the Department of Climate Change, Energy, the Environment and Water (DCCEEW) and the Australian Pesticides and Veterinary Medicines Authority (APVMA) to advance the approvals required for the potential future release of the carp virus. The final decision on any release of the virus is for Australian Agriculture Ministers agreement.

Given the significant impact carp continue to have on Australian waterways, the Australian Government is providing updates on the carp program via the following webpage/s:

- Carp Biological Control Program: https://www.agriculture.gov.au/biosecurity-trade/pests-diseases-weeds/pest-animals-and-weeds/carp-biological-control-program.
- Carp Scientific Advisory Group https://www.agriculture.gov.au/biosecurity-trade/pests-diseases-weeds/pest-animals-and-weeds/carp-biological-control-plan/carp-scientific-advisory-group

I thank Hay Shire Council for its support of the CBCP and its continued advocacy for improved water quality and biodiversity outcomes in the Murray-Darling Basin. Your engagement is vital to the success of this national initiative, and I look forward to ongoing collaboration with local governments and communities as the CBCP progresses.

Thank you again for bringing your concerns to the Minister's attention.

Yours sincerely



Dr Bertie Hennecke
Australian Chief Environmental Biosecurity Officer
Environmental Biosecurity Office
Department of Agriculture, Fisheries and Forestry

C16 - Tourism & Economic Development October November 2025

REPORTING OFFICER	Executive Manager Economic Development and Tourism
ATTACHMENTS	- Community Forum Insights Summary, dated October 2025

INTRODUCTION
Monthly update on the activities of Economic Development and Tourism

COMMENTARY

Visitor Information Centre (VIC)

The Visitor Information Centre assisted 1829 visitors during October 2025 which is an increase of 8% on October 2024.

Statistics below reflect the percentage of Hay VIC visitors who attended Hay attractions:

- Shear Outback attracted 947 visitors in October.
- 10% visited Dunera Museum with 186 visitors.
- 25% visited Hay Gaol with 462 visitors
- 6% visited Bishop's Lodge with 109 visitors
- 44% of visitors were from NSW
- 23% of visitors from Victoria

Tap and Go

The Tap and Go (payWave) option at our museums accounted for 65% of all transactions at the Hay Gaol, Bishop's Lodge and Dunera Museum in October.

Cycle Hay

The Cycle Hay experience attracted 14 bike hires for the month of October.

LOVE Hay Program

The LOVE Hay Gift Card program update at the end of October

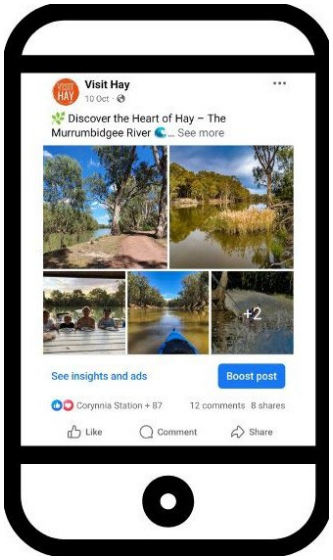
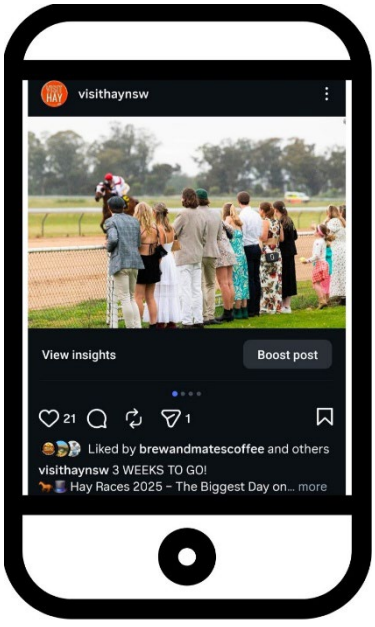
- Number of cards loaded in October: 195 cards
- Total loaded on cards: $12 745
- Total redemptions: 220 cards for a total of $9203.00

Since our launch in October 2020, we have loaded $689 262 onto local gift cards, all of which must be reinvested back into Hay.
This equates to an average of **$137 852** per year being spent in local businesses as a result of Council delivering this program.

TED Team providing assistance/or delivery to the following events:

Upcoming Events

- 22 November Hay Races
- 29 November Hay Rust & Dust Rally Tally Night
- 01 December St Mary's 2025 Christmas Tree Fete
- 17 December LOVE Hay Christmas

Digital Channel	Reach	Top Content
Website	• 10 444 views to the Visithay website • 4624 new visits to the website in October. 1371 referrals to website from Visit Hay facebook. • Landing page is most visited page on the visithay website for Followed closely by Top 5	
Facebook	• 4861 followers of the visithay facebook page. • 100K views to the visithay Facebook page indicating the amount of times the facebook page was viewed throughout the month of October. • 71 149 Impressions for the month. • Murrumbidgee River was the top post for this month. 5305 views with 132 interactions and 8 shares. • 60 571 impressions because of digital marketing.	
Instagram	• 1639 followers currently. • 13 313 views to the visithay Instagram page for the month of October. • Top city for visithay Instagram followers are from Sydney 343ppl. • Hay Races 3 weeks to go was the top post for October. With 1455 views, 478 accounts and 22 interactions. Closely followed by Roses are in full bloom.	

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	Update and review of Visit Riverina website
Action 6.4	Allocate resources to measure and interpret visitor data on an annual basis, including on numbers of visitors, spend and market segments	Visitor spend increase 13.2% Average spend increase 5.4%

Economic Analysis - Monthly Analysis

Local economic activity for the quarter

Category	April	May	June	July	August	Sept	Oct
Total Spend	$4.76M	$4.39M	$4.2M	$4.33M	$4.45M	$4.7M	$4.68M
Resident Local Spend	$1.85M	$1.99M	$1.84M	$1.82M	$1.82M	$1.88M	$1.9M
Visitor Local Spend	$2.91M	$2.39M	$2.37M	$2.51M	$2.62M	$2.84M	$2.74M
Resident Escape Spend	$2.71M	$2.67M	$2.44M	$2.99M	$2.32M	$2.51M	$2.97M
Resident online spend	$2.54M	$2.77M	$3.07M	$3.10M	$3.00M	$2.97M	$3.30M

South West Renewable Energy Zone

The Policy framework, including a Community Benefit Framework, Renewable Energy Benefit Fund Committee, Terms of Reference and Position Statements have now been finalised. Please refer to separate report to Council.

The Regional Renewable Energy Response Committee is currently in the process of recruiting a Regional Energy Manager (REM). There has been strong interest. The applications close on 4 December 2025 with engagement expected early in the new year.

Staff co convened the bimonthly EnergyCo SW REZ meeting in Deniliquin. Staff were able to meet with Hannah McCaughy, CEO EnergyCo to highlight the legacy opportunities and critical need for collaboration across the REZ. Updates were provided on the following assessments and studies Cumulative Impact (including housing), Water and Waste, Supply Chain, Workforce and Skills and Transport.

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, Edward 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		30MW BESS 110MW Solar	Solar and Bess	-	-	APPROVED. (2017)

* Final turbine numbers will be determined by during Detailed Design

Hay Legacy Housing - Design, Construct and Investment Pathway

Additional stakeholder engagement has been completed, and financial analysis is now being undertaken before a review of the draft business case is conducted.

Hay Economic Transition Roadmap (implementation phase of RDRP)

Regional Drought Resilience Plan – Hay Region Economic Transition Roadmap

Thirty-seven community members attended the community forum held on Monday 27th October to share, test and refine potential priority actions for inclusion in the roadmap. The forum featured thoughtful engagement and an enthusiasm to prepare Hay for the future and changes ahead (see attached Community Forum Insights Summary, dated October 2025).

Updates were provided in relation to childcare expansion and housing development; Rob Little of Pytheus Consulting discussed Hay's competitive strengths and potential new industry opportunities; and Karen Kain from the Latrobe Valley Authority reflected on the Gippsland region's experience in managing transition. The Next Economy is drawing on these discussions to finalise the Roadmap and priority actions.

Youth Development

Life Ready



The 2025 youth driving lesson program concludes on 20 November 2025. 19 young people have shared in 85 lessons over the 14-week program. Four participants from the 2025 program successfully obtained their P plates, with the others still under 17 years of age or working to obtain sufficient driving hours.

Wellbeing

Resilience First Aid Starter Training, the first initiative under the Murrumbidgee Primary Health Network Community Wellbeing and Suicide Prevention Grant, will take place on 2 December 2025. The training aims to strengthen our ability as a community to develop resilience in others to prevent mental ill-health.

Community

<u>Community Participation</u>

Eight Taskforce members assisted the Hay Aboriginal Community Working Party to deliver their 2025 NAIDOC celebrations. The youth assisted with set-up and pack-down, ran craft, crazy hair and slushie stations, and helped with the colour run.



Four Taskforce members assisted with the recent Active Farmers Run 4 Resilience, manning water stations and check points.





Youth Voice

A number of past and present Youth Taskforce members will take part in online workshops in mid-November hosted by the Foundation for Rural and Regional Renewal (FRRR). Members will share their views on the challenges and successes of supporting young people to take up leadership and community volunteering roles in rural Australia. This will help FRRR shape future funding to better respond to the real challenges and needs of rural communities.

Connectivity

Community Recognition

Fifteen Youth Taskforce Members attended the 2025 Hay Business Excellence Awards. The Taskforce was nominated for excellence in customer service. Taskforce members found the keynote speaker, Sarah Wheeler, inspirational.



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.

Future Ready Hay

Hay Community Forum Insights Summary

October 2025

Hay's economy is changing – and it's happening with us, not to us.

At last month's community forum, Hay Shire Council and its partners shared how long-term planning and strong local leadership are delivering real results. From childcare and housing to renewable energy and emerging industries, the message was clear: groundwork matters, and Hay is getting ready.

Below are some of the key reflections shared by Alison McLean (Hay Shire Council), Rob Little (Pytheas Advisory), Jacqui Bell (The Next Economy), and Karen Cain (former CEO, Latrobe Valley Authority).

Signs of local economic momentum

- Hay's total local spend rose from $55.32 million (Sept 2023–2024) to $57.35 million (Sept 2024–2025)
- The South West Renewable Energy Zone (REZ) stretches from Coleambally to Wentworth. It will include two new transmission lines and four renewable energy projects utilising the region's rich solar and wind resources. Two of these projects fall within the Hay Shire.
- Local businesses can submit Expressions of Interest (EOIs) for REZ work packages that are open via the Industry Capability Network (ICN):
  - Someva AGL – 24 packages open
  - BayWa – 44 packages open
  - Spark – 22 packages open
- Community benefit fund arrangements are being finalised. It is estimated that Hay will benefit from approximately $500,000 per year for 30 years, plus additional indirect benefits including training programs, workforce development, affordable local energy, youth support and enterprise development.



Forum participants discuss opportunities and challenges for Hay.

Childcare expansion

- Council has provided an additional property to the Hay Children's Services (342 Church Street) to expand its capacity. Council is also supporting the service to apply for funding through the Western Riverina Workforce Activation Program to re-purpose the building.
- This was the result of 18 months of quiet groundwork and collaboration which made it possible to act when the opportunity arose.

Housing reform

- Council has progressed changes to the Local Environment Plan to remove minimum lot size requirements – unlocking land for infill housing investment
- Investigations are underway for a potential partnership to deliver 17 new dwellings for essential workers and independent living.



Rob Little, Principal at Pytheas Business Location Advisory, outlines potential new industry opportunities for Hay.

Emerging industries

- There are several future-focused potential opportunities to position Hay as a hub for innovation and sustainability.
- These leverage Hay's strategic assets: agricultural strength, proximity to the REZ, excess electricity, location along major transport routes, available water, inexpensive land, and a collaborative community.
- They include:
  - Green hydrogen production for fertiliser and clean transport
  - Operations and maintenance hub for the South West REZ
  - Circular biorefinery using agricultural waste
  - Wind turbine componentry refurbishment facility
  - Controlled environment horticulture

How to stay in the loop

Want to keep up with Hay's economic transition journey? Here's how you can stay connected and have your say:

- Visit the Hay Shire Council website for updates, documents, and upcoming events
- Sign up to Council's newsletter for regular news and opportunities to get involved
- Follow Future Ready Hay on social media for real-time updates and community stories

Growing our own

- Attendees were reminded that transformation doesn't have to rely solely on external investment, with opportunities for community members and local industries to strengthen Hay's economy from within.
- By 'growing our own' – through enterprise, collaboration, and local innovation – we can build wealth that stays in the region and reflects our values.

Lessons from Gippsland

- Spend time on what you can control
- Understand what is changing and why and come to terms with it
- Be ready and prepared to keep an open mind and learn from others including people and places that are new to you
- Start with where the conditions are ripe for demonstrating that collaboration and coordination, through inquiry and testing a potential innovation, will lead to success. Hope is not enough!



Hay Shire Council Executive Manager, Economic Development and Tourism, Alison McLean addresses attendees with Karen Cain, former CEO of the Latrobe Valley Authority sharing her community's experiences virtually.

C17 – Planning and Compliance Report

REPORTING OFFICER	Executive Manager– Planning and Compliance
ATTACHMENTS	Nil

DEVELOPMENT ASSESSMENT

Development Applications – 11th October 2025 to 18th November 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 2025-35 - Shaun Cunningham – 256 West St, Hay – Transportable Dwelling – Approved
DA 2025-37 – Sheaffe Brother Pty Ltd – 577 Lachlan Valley Way, Booligal – Forestry – In process
DA 2025-41 – Travis Payne – 464 Church St, Hay – Carport – Approved
DA 2025-42 – Heabra – 391 Murray St, Hay – Storage Shed – In process
DA 2025-43 – CID Services Hay – 177 Maude Rd, Hay – Subdivision – In process
DA 2025-44 – Trustee for Riverina Land Development Trust 0 528 Brewery St, Hay – Subdivision to 4 residential house blocks – In process (additional information requested)
DA 2025-45 – Aidan Mullins – 332 Macauley St, Hay – Shed – Approved
DA 2025-48 – Jock Crighton – 323 Lang St, Hay - Extension of earthworks, retaining wall, boundary fence, shed – In process
DA 2025-49 – Kelly Sloan – 383 Moore St, Hay – Shed – Approved
DA 2025-51 – Nathan Best – 237 Lachlan St, Hay – Demolish sheds & replace – Approved
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 – In process
DA2025-54 – Peter Christensen – 221 Edward St, Hay – Garage – Approved
DA 2025-55 – Mark Schiller – 218 Lachlan St Hay – Demolish Dwelling – 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 – In process
DA 2025-58 – Allen Williment – 4 Roset St, Hay – Shed – In process (additional information requested)

STRATEGIC PLANNING

The planning system will have some changes with the **Planning System Reforms Bill 2025** that has passed both houses of Parliament. The passage of the Bill marks the most significant overhaul of the Environmental Planning and Assessment Act 1979 in a generation. The Bill introduces a suite of changes to streamline planning approvals, provide greater certainty for industry and communities, and reputedly cut unnecessary red tape. The key reforms are:

- Establishing the Development Coordination Authority – a single front door for advice on major projects across NSW government agencies.
- Enshrining the Housing Delivery Authority in legislation to make sure there is an enduring, state-wide focus on housing delivery.
- Expanding Complying Development pathways to enable faster approvals for low-impact development.
- Introducing a new Targeted Assessment Pathway for developments already subject to strategic planning and community consultation.
- Amending the EP&A Act's objects to include housing delivery, climate resilience and proportionality for the first time.
- Replacing more than 100 consultation plans with a single, state-wide Community Participation Plan.
- Removing unnecessary duplication, including regional planning panels and outdated assessment pathways.

Hay Local Environmental Plan (LEP) 2011 (Amendment No 2) was approved and incorporated in the LEP. It principally removed minimum lot sizes in the RU5 Village Zone, and it introduced the **R2 Low Density Residential** zone into the plan, along with the specific objectives and development controls for that new zone.
The key points of the amendment are:

- Introduction of New Zone: It inserted the R2 Low Density Residential zone into the Hay Local Environmental Plan 2011.
- Zone Objectives: The primary objectives for the R2 zone are:
    - To provide for the housing needs of the community within a low-density residential environment.
    - To enable other land uses that provide facilities or services to meet the day-to-day needs of residents.
- Permitted Uses (With Consent): Development that is permitted with development consent includes:
    - Dwelling houses
    - Dual occupancies
    - Attached dwellings
    - Secondary dwellings
    - Bed and breakfast accommodation
    - Centre-based childcare facilities
- Prohibited Uses: A wide range of heavier uses are prohibited to maintain the low-density residential amenity, including agriculture, industrial premises, commercial premises, entertainment facilities, and various types of intensive storage and transport facilities.
- Maps: The amendment also involved amending or replacing the maps adopted by the Hay LEP 2011 to reflect the new zoning and the removal of the minimum lot sizes.

Schedule 1 Amendment of Hay Local Environmental Plan 2011

[1] Section 2.1 Land use zones

Insert the following in appropriate order—

Residential Zones

R2 Low Density Residential

[2] Land Use Table

Insert in appropriate order—

Zone R2 Low Density Residential

1 Objectives of zone

- To provide for the housing needs of the community within a low density residential environment.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.

2 Permitted without consent

Home occupations

3 Permitted with consent

Attached dwellings; Bed and breakfast accommodation; Centre-based child care facilities; Dual occupancies; Dwelling houses; Group homes; Home industries; Oyster aquaculture; Pond-based aquaculture; Respite day care centres; Secondary dwellings; Tank-based aquaculture; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Amusement centres; Animal boarding or training establishments; Boat building and repair facilities; Boat launching ramps; Camping grounds; Car parks; Caravan parks; Cemeteries; Charter and tourism boating facilities; Commercial premises; Correctional centres; Crematoria; Depots; Eco-tourist facilities; Electricity generating works; Emergency services facilities; Entertainment facilities; Extractive industries; Farm buildings; Forestry; Freight transport facilities; Function centres; Health services facilities; Heavy industrial storage establishments; Helipads; Highway service centres; Home occupations (sex services); Industrial retail outlets; Industrial training facilities; Industries; Local distribution premises; Mortuaries; Open cut mining; Passenger transport facilities; Port facilities; Recreation facilities (major); Registered clubs; Research stations; Residential accommodation; Restricted premises; Rural industries; Service stations; Sewerage systems; Sex services premises; Storage premises; Tourist and visitor accommodation; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Warehouse or distribution centres; Waste or resource management facilities; Water treatment facilities; Wharf or boating facilities; Wholesale supplies

Extract from Amendment 2

BUILDING AND PUBLIC HEALTH

Building Asset Inspections:

- Monthly High Risk inspections under way
- 5 Low Risk inspections completed/

Public Health Inspections:

- Round 1 Food inspections completed -next round in March-June
- New Mobile Vendor operational
- 9 Pools inspected before for summer

Aerodrome:

- Awaiting feedback on Manual from CASA
- Hazard Reduction around Runway completed
- Mandatory Inspection, 2 per week

Other:

- Playground Inspections underway
- Splash Park mandatory Chemical 5/wk. and Microbe Testing every 2 wk.
- Investigations into new Pool Operating System
- 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.
- 3 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:

0 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.
8 cats Surrendered.
8 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.

C18 – Library Report October 2025

REPORTING OFFICER	Library Team Leader
ATTACHMENTS	- Nil

INTRODUCTION

Update on Library news and use for the month of October 2025.

COMMENTARY

LIBRARY STATISTICS – MEMBERSHIPS, LIBRARY USE AND LOANS

Membership

Seven new members were welcomed to the Hay Shire Library, one member was re-registered and one deleted in the month of October. As of 31st October, the library has 1,753 registered members.

Total Library Visitors

In October 2025, the library recorded a total of 1,876 onsite visitors, as measured by the door counter. 26,129 people have utilised the library in the 12-month period from October 2024 – October 2025. As per the figure below, library visitation decreased by 7.5% in October 2025 compared to the same month in 2025, decreasing from 2,029 to 2,876.

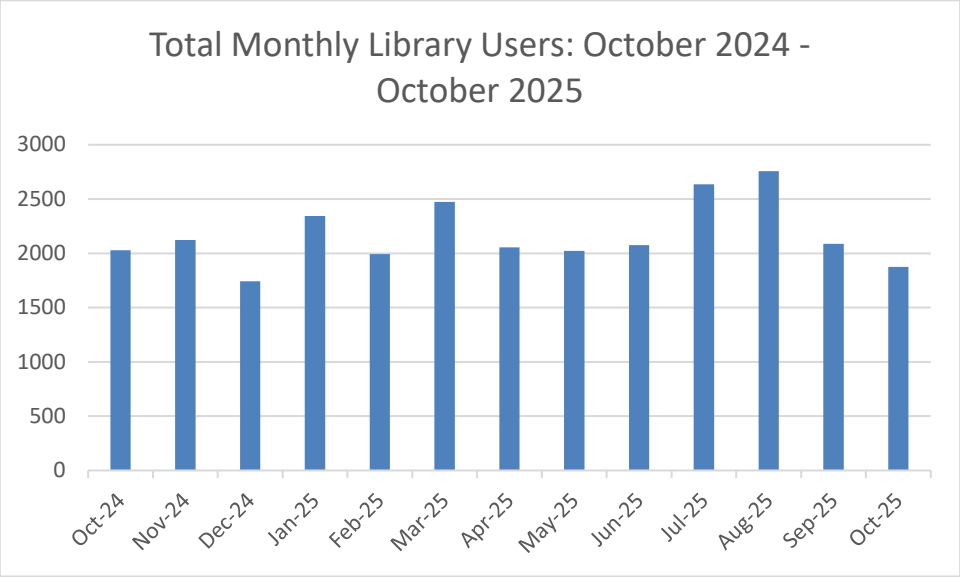


Figure 1: Total Library Users data (October 2024 – October 2025)

Breakdown of Library Use

During the October reporting period, the library recorded a total of 304 participants across all programs and activities. Computer use increased from 170 users in September to 251 in October, with Wi-Fi assistance increasing as well, with 46 people supported in October and 33 in September. This strong attendance reflects the library's continued role as a key space for learning, connection and community enrichment. The diversity and reach of these programs demonstrate Council's dedication to offering accessible, engaging opportunities for residents of all ages and supporting the social, educational and cultural wellbeing of the community.

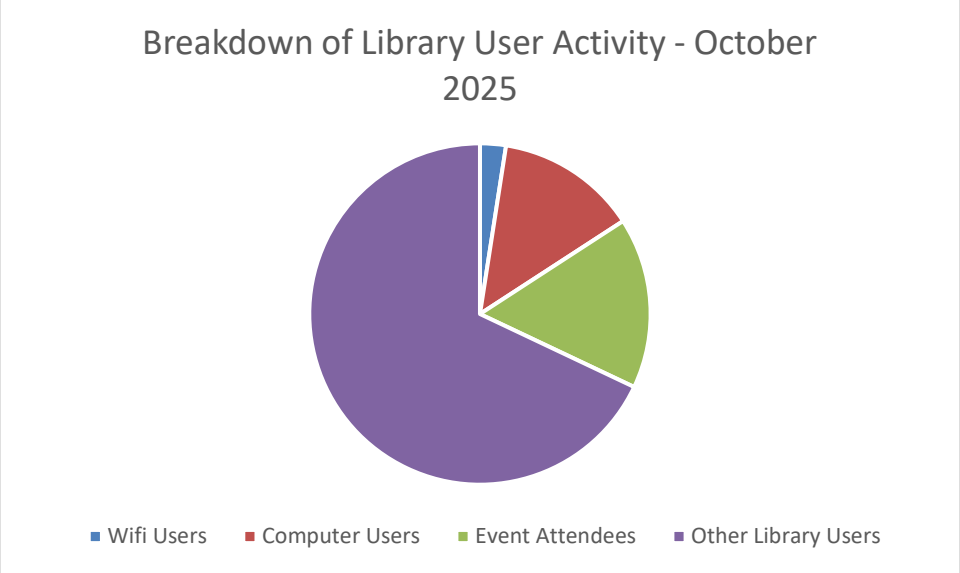


Figure 2: Breakdown of Library Users (August 2025)

Loans

A total of 1,341 items were loaned, including renewals from the Hay library for the month of October compared to 1,216 last month. Members returned 1,177 and 177 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.

Total Items Count – Library Collection

- 204 new items were added based on library user interest and popularity; 2 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 October 2025: 22,881 physical items. These include fiction and non-fiction books, Children's 'Easy' picture books, Readers classified by reading level, DVD's, Audio Books, Magazines and Local History Resources.

SCHOOL HOLIDAY ACTIVITIES

The library successfully delivered a vibrant and well-attended school holiday program, achieving the goals outlined in the previous business report and continuing to strengthen early literacy, creativity and community connection. Across the School Holiday Movie Session and the Build-a-Book Character Day, a total of 46 children and young people and their parents and carers participated, demonstrating sustained interest in our no-cost holiday activities. Water, age-appropriate snacks and fresh fruit were provided at all sessions to support comfort, wellbeing and accessibility.

The centrepiece of this program was the new Build-a-Book Character Workshop, which proved highly impactful in supporting literacy, creativity and cognitive development. This workshop guided children through the full cycle of story creation, helping them recognise that books begin with imagination and are built through planning, structure and expression—core foundations of early literacy.

Working with library staff, children collaboratively developed characters, settings and storylines on the whiteboard. This process encouraged them to organise ideas, recognise narrative structure, expand vocabulary and engage in critical and creative thinking. These cognitive steps mirror the way authors construct stories, helping children develop essential early literacy skills in an accessible and engaging way.

Children then transformed their ideas into physical characters using clay, natural materials, loose parts, gemstones, LEGO, drawing supplies and other tactile resources. This hands-on component promoted fine motor development, sensory learning and the translation of imaginative concepts into concrete forms. The integration of visual planning, verbal storytelling and physical creation supported multiple modes of learning and reinforced the connection between creative play and cognitive growth.

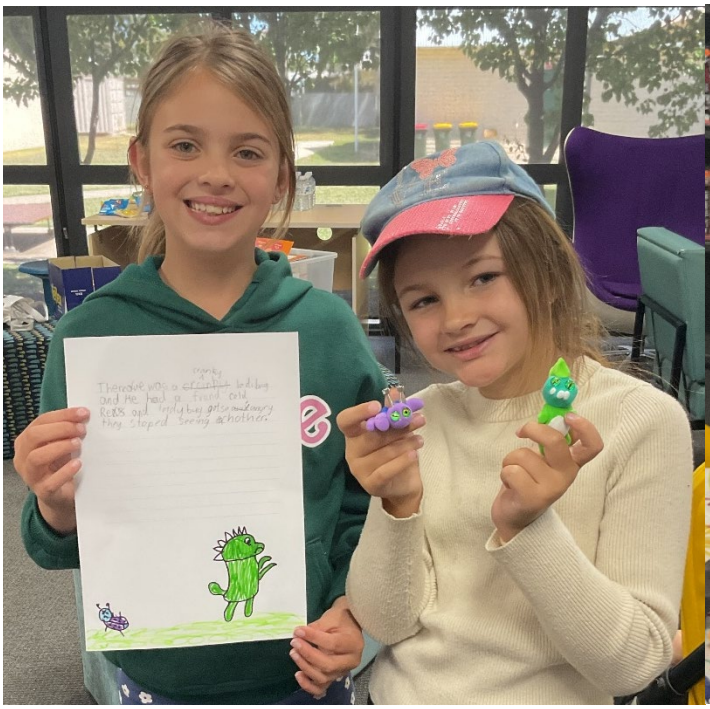
Once their characters were complete, participants wrote backstories and illustrated mini-books or comics/zines to take home. This final step helped children understand the relationship between storytelling and reading: that their ideas can become stories, that stories can become books and that the library is a place where their imagination is valued and supported. Many children expressed pride in sharing their completed stories with families, demonstrating increased confidence in their literacy skills and creative abilities.

The program also included a movie session featuring screenings of The Tooth Fairy and Dog Man, providing a relaxed, welcoming environment for families and supporting social connection during the school break.

In line with the goals set in the previous business report, the library trialled a new parent and carer registration system. This process proved highly effective in managing attendance, maintaining safety, grouping children by age and gathering accurate participation data. Staff found the system smooth and beneficial and will implement it for all major future events, particularly those involving children.

Overall, the school holiday program aligned strongly with the Hay Shire Community Strategic Plan, particularly the goals to enhance educational pathways and opportunities, provide safe and inclusive spaces and foster empowered, connected communities. By delivering literacy-rich, developmentally meaningful activities that combine cognitive, creative and social learning, Hay Shire Library continues to strengthen its role as an essential hub for children, families and the wider community.

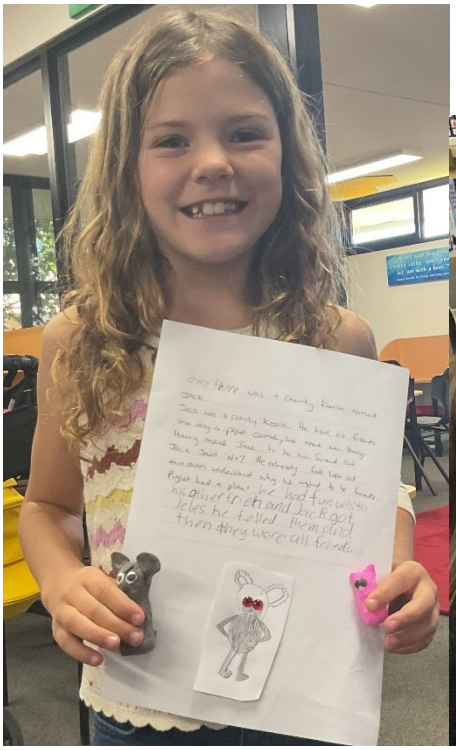
Photos from 'Build a Book Character Workshop' below.







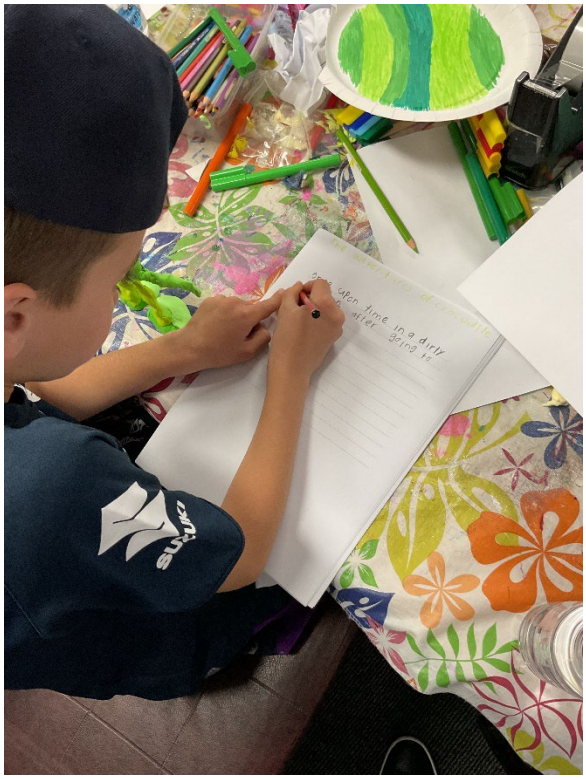





MY OWN COMIC










NEW YORK



CUPPA & A CHAT FOR OCTOBER AT THE LIBRARY

The library hosted its most successful Cuppa & a Chat session to date, with 34 attendees — our largest turnout since the program began. This month's theme, The Magic of Musicals, celebrated the history of the Hay Amateur Dramatic Society (HADS) and highlighted the rich performing arts tradition within our community.

Attendees enjoyed rare archival footage from past HADS musicals, kindly brought in by Bruce, Robyn and several other community members. These recordings sparked lively discussion and nostalgia, with many former performers sharing memories of their time on stage, travelling to other towns for productions, playing in local bands and participating in community theatre. A range of programs, photographs and memorabilia brought in by attendees helped to bring these stories to life, offering a wonderful snapshot of Hay's creative past.

Beyond the musical theme, the morning was characterised by the genuine connection that Cuppa & a Chat is becoming known for. While each month's theme provides a starting point, conversations naturally expand into personal memories, shared experiences and unexpected common ground. Participants often discover friendships they didn't know were waiting for them, and new residents have commented on how much these sessions help them feel welcomed and integrated into the community. It is a space where people can simply sit, talk, listen and belong — something increasingly important in regional communities.

Spontaneous sing-alongs added a joyful energy to the morning, reinforcing the strong sense of togetherness that these sessions foster. Importantly, the event continues to operate at no cost to the Library, as the morning tea is generously donated by library staff and their families. This support ensures the program remains sustainable and accessible, while also reflecting the pride staff have in cultivating a warm, community-focused environment.

Cuppa & a Chat has quickly become one of our most cherished monthly programs, providing social connection, shared memories and meaningful community engagement. The success of this event reflects growing interest in local history, storytelling and opportunities to connect in a relaxed, welcoming setting.



GIRL GUIDES AFTER HOURS VISIT – COMPLETION OF BADGE WORK

The library was pleased to support the Hay Girl Guides through an after-hours visit, welcoming 22 attendees for a dedicated research and learning session. The library provided a quiet and well-resourced environment for the girls to complete work toward several of their badges, including the Pet Badge and the Eye Badge. During their visit, the Guides explored information about guide

dogs and vision health, making use of library resources to deepen their knowledge and strengthen their understanding of responsibility, animal care and community service.

A highlight of the evening was a special presentation by Daniel Green, who generously attended to speak with the girls about his running and fundraising efforts for the Fred Hollows Foundation. His insight into the Foundation's work, combined with his extensive knowledge of Fred Hollows and his legacy, offered the Guides a meaningful and inspiring firsthand perspective on the impact of charitable work. This interaction helped the girls appreciate the power of community-minded action and supported their learning in a tangible, memorable way.

The library is grateful for its ongoing relationship with the Hay Girl Guides and values their continued use of the facility for educational, developmental and community-focused activities. Their engagement highlights the importance of the library as a supportive environment for youth learning, wellbeing and community connection.

HALLOWEEN WEEK AT THE LIBRARY

During the week of 27–31 October, the Library delivered a dedicated Halloween celebration, which has increasingly become a valued and well-supported part of the library's annual programming calendar. The building was fully decorated with seasonal displays, creating an engaging and family-friendly environment for children, families and visitors. A steady stream of trick-or-treaters visited throughout the week, enjoying the decorations and participating in safe, community-centred Halloween fun.

The library provided themed activities for both Hay Public School and Hay Children's Services, including ghost bowling, themed craft buckets and hands-on creative tasks that encouraged early-literacy engagement and imaginative play. These sessions were very well received, and the library is looking to expand the range of activities next year and schedule additional school and service visits to meet demand. A dedicated Halloween Story Time was also held, featuring dancing, seasonal picture books and themed crafts.

To support the celebration, the library purchased and displayed a selection of Halloween-themed children's and adult titles. These were prominently showcased and proved extremely popular, with many items borrowed and enjoyed throughout the week.

Halloween Week continues to strengthen the library's role as an inclusive and community-focused space, offering opportunities for celebration, creativity and social connection. It remains an important and growing fixture in the library's annual calendar.


BOO




Boo!!





ONGOING PROGRAMMING AND EVENTS CONTINUE

All regular library programs continue to run strongly, drawing steady and diverse participation across all age groups. Our weekly Knitters for Can Assist group, Scrabble sessions, Tuesday Story Time, fortnightly school visits and regular Hay Children's Services Story Time remain vibrant, well-attended and highly valued by the community. These programs offer meaningful early-literacy experiences, social connection and opportunities for intergenerational learning, reinforcing the library's role as a welcoming space for shared skills, creativity and community engagement.

The library has also continued to receive thoughtful feedback and suggestions from community members about future events and services. We are enthusiastic about these conversations and look forward to exploring ideas in consultation with the community to ensure any future programming reflects local interests, needs and aspirations.

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 1.4 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 **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	N/A

LEGISLATIVE IMPLICATION	N/A
POLICY IMPLICATION	N/A
ASSET IMPLICATION	N/A
RISK IMPLICATION	N/A

RECOMMENDATION

That Council notes the information provided in the report.

C19 - Major Projects Update

REPORTING OFFICER	General Manager
ATTACHMENTS	Nil

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 November 2025.
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 has commenced on site and is progressing well, with 5 culvert systems have been completed, with another three well advanced.
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. Tender for the works to occur on receival of WAD from TfNSW. Fencing have been completed and watermain protection works have also been completed. • It is anticipated that main construction works will commence in February 2026. • Refer to separate report to Council.
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. • 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. • Applications close 5th December 2025.

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

C20 – 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 Alma Road
- Road approach works to the first 6 major culverts on MR319 culvert widening project.
- MR319 Culverts sites 2, 5 and 6 guardrails installation.
- Sealing of road approaches to MR319 culverts sites 5 and 6.




Alma Road maintenance grading



MR319 culvert widening project

Upcoming Roadworks

- Boxyards Road maintenance grading
- Road approach works on MR319 culverts 7 to 10.

Plant Purchases

- Caterpillar 305-WJ Track Excavator (5 tonne) and various attachments.



Plant Disposal

- Nil

Major Plant repairs/breakdowns

- Nil

Aerodrome

- Weekly inspections.
- Grounds maintenance.
- Runway and taxiway vegetation slashing.
- Heavy Vehicle Access Project - services encasement.













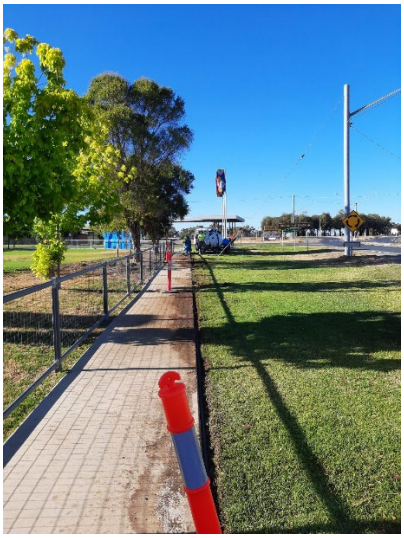
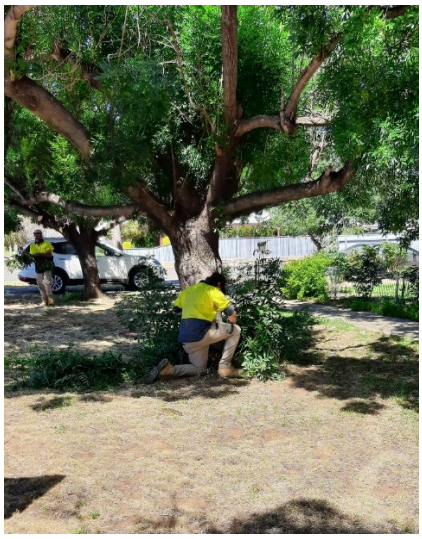
Encasement of services

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
- Rainbow on the Plains Festival event preparation.













Pool

- Outside ground maintenance.
- New pool construction continuing.
- Trees removed and replacements planted in Macauley Street and Lachlan Street.











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

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.
- Rural signs maintenance.
- Hazard Reduction
- Installation of time capsule at Hay Park





Time capsule at Hay Park




Stormwater maintenance

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.
- Hay Races event preparation.



Church St



Filtered water repair Bank St



Filtered water leak & raised meter Johnson St



80mm Water meter replacement for Cotton Gin



50mm filtered watermain cracked by tree roots William St



Soda ash tank clean at Water Treatment Plant



100mm AC raw watermain repair Miller St





Murray St stormwater repairs















6 out of 9 valves replaced at Water Treatment Plant



New SV in 80mm filtered watermain Moama St

Staff Training

- Excavator induction

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.

C21 - Tree Removal Requests

REPORTING OFFICER	Executive Manager Engineering and Operations
ATTACHMENTS	Applications for the Removal of Street Trees

INTRODUCTION

Council received some requests for Tree Removals.

COMMENTARY

Find below the relevant tree assessments.

Application for Tree Removal – 153 Pine Street		
Address	153 Pine Street	
Tree Number	2	
Species	Lophostemon	
Crown and Branches		
Dead Branches	NO	
Cracks/Codominant/Weak Attachments.	NO	
Trunk		
Missing Bark	NO	
Decay	NO	
Lean	NO	
Root Damage	NO	
Services		
Footpath/Kerb Damage	NO	
Trip Hazard	NO	
Overhead Powerlines	YES	
Other Services Damage	UNKNOWN	
Analysis		
Prone to Diseases/Pests	NO	
Likelihood of Failure	VERY LOW	
Removal or Prune	Prune	
Replacement	Crepe Myrtle	

Staff Comments

- Resident has complained that leaves fall into his yard, and they are required to clean them up weekly.
- Tree is close to the powerline but is not touching.

Application for Tree Removal – 246 Lachlan Street

Address	246 Lachlan Street
Tree Number	2
Species	Brush Box
Crown and Branches	
Dead Branches	NO
Cracks/Codominant/Weak Attachments.	NO
Trunk	
Missing Bark	YES
Decay	NO
Lean	NO
Root Damage	UNKNOWN
Services	
Footpath/Kerb Damage	YES
Trip Hazard	YES
Overhead Powerlines	NO
Other Services Damage	Damage to stormwater drain from property
Analysis	
Prone to Diseases/Pests	NO
Likelihood of Failure	LOW
Removal or Prune	REMOVE
Replacement	Crepe Myrtle











Staff Comments

- The trees have become quite large and cause the resident issues, they are happy for them to be replaced.

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:

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

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 17.10.25
Ref No.

APPLICATION FOR THE REMOVAL OF STREET TREES

The General Manager
Hay Shire Council
HAY NSW 2711

Dear Sir,

I FRANK TOWNS (Name) hereby request for Council to remove (2) (No. of trees) _____ (Species if known)

street tree/s on the nature strip of my property at 153 PINE ST (Address)

To assist with Council's decision, please provide information below to support this request.

TREES LOSE LEAVES. AND KNOW UP NEAIBT FENCE.

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.

(Signature) _____ 17-10-25 (Date) 69931687. (Contact number/email)

OFFICE USE ONLY		
Received by:	Referred to:	Date: / /

(1)

Hay Shire COUNCIL
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
3.11.2025
Ref No.
025/6737

APPLICATION FOR THE REMOVAL OF STREET TREES

The General Manager
Hay Shire Council
HAY NSW 2711

Dear Sir,

I ANN HURST (Name) hereby request for Council to remove (2) (No. of trees) BRUSH BOX (Species if known)

street tree/s on the nature strip of my property at 246 LACHLAN ST HAY. (Address)

To assist with Council's decision, please provide information below to support this request.

GORDON & I HAVE LIVED IN THIS HOUSE FOR OVER 60 YEARS AND FOR AT LEAST HALF OF THAT TIME WE HAVE BEEN CLEANING UP LEAVES FROM OUR GARDEN & NATURE STRIP. WE ARE ALSO CONCERNED THAT ROOTS FROM THESE TREES WILL BE DAMAGING FOUNDATIONS OF OUR HOUSE ALSON THE GUTTERING IS A PROBLEM & I NOW HAVE TO PAY AROUND $300 TO HAVE THEM REMOVED EACH YEAR. WE NOW FIND THAT WE ARE UNABLE TO CONTINUE AS GORDON IS NOW PERMANTLY IN HOSPITAL & I AM UNABLE TO KEEP PAYING TO HAVE THESE LEAVES CLEANED UP.

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 WOULD BE HAPPY TO LOOK AFTER ANY REPLACEMENT SMALL TREES.

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.

(Signature) 31/10/25 (Date) Ann.hurst37@gmail.com (Contact number/email)

OFFICE USE ONLY		
Received by:	**Referred to:**	**Date:** / /

(2)

I HAVE HEARD THAT COUNCIL HAS A PLAN TO REPLACE THE STREET TREES AROUND THE SWIMING POOL COMPLEX & IT WOULD BE APPRECIATED IF OUR TREES COULD BE INCLUDED IN THIS PLAN.

I HAVE BEEN COMPLAINING ABOUT THESE TREES FOR SOME YEARS NOW WITHOUT ANY RESULTS - SO PLEASE COUNCILLORS COME & INSPECT THESE TREES & ALLOW US TO CONTINUE TO LIVE HERE & KEEP OUR GARDEN & NATURE STRIP WITHOUT FALLING LEAVES.

P.S. I WAS WORKING AT COUNCIL WHEN DON FLEMING (PARK SUPERVISOR) PLANTED THESE "BRUSH BOX" TREES MANY YEARS AGO.

MINUTES INDEX

- Hay Showground Management Committee 20.10.2025

HAY SHOWGROUND MANAGEMENT COMMITTEE

General Meeting Minutes

Meeting Date and Time: 20th October 2025 **Meeting Opened:** 6.00pm

Meeting Location: Council Chambers **Meeting Chair:** David Webb

Attendance:

Secretary/BNS	Serena Wall
Treasurer/Canassist	Jane Griffiths
Hay Gun Club	Jason Wall
Hay Jockey Club	Mike Cannon
Hay Rodeo	Boof Curtis
Hay Show Society	
Hay Sheep Show	Stacey Lugsdin
Ground Supervisor	
Council	David Webb
Caretaker	
Visitors	

	Agenda Items	Proposed Motions
1	**INTRODUCTION / WELCOME** 1.1 Attendance & Apologies	**1.1** Attendance noted & apologies accepted ***Apologies: Jill Chapman***
2	**CONSENT AGENDA – FOR DECISION** 2.1 Approval of Previous Minutes 2.2 Business Arising previous minutes 2.3 Correspondence 2.4 Financial Report	***2.1 Motion: That the minutes from the meeting held 15th September 2025, are a true and correct record of that meeting.*** ***Moved J Wall Second M Cannon*** **2.2 Business Arising** Getting power to the ticket hut, ongoing. Unable to source the plans for water and power lines, will continue Pavement area near the Show Society building – trip hazard – David will follow up Jack Terblanche looked at Pony club rooms – not financially viable and does not fit into the category for housing. **2.3 Correspondence** **In** Complaint re Kevin – camper in the wrong spot, Informal complaint. **Out** **2.4 Financial Report** Prepared by Jane ***Moved J Griffiths Second S Lugsdin*** Camping for September - $9,245.00

HAY SHOWGROUND MANAGEMENT COMMITTEE

General Meeting Minutes

		Closing balance on accounts $88,708.96 ***Approval for accounts to be paid.*** ***Moved J Griffiths Second M Cannon*** **DG Harrisons - $520.04 Pump** **Hay Motorcycle & Marine - $148.50 Blades** **Hay Shire Council - $ 21,950.00 Pavilion painting** **Hay Shire Council - $2,880.75 Electricity**
3	**MATTERS FOR DISCUSION** **3.1** Signage at the Show **3.2** BNS Bar & Panels **3.3** Show records in HJC rooms	**3.1** the matter of signage in the pavilion raised by Keeno was raised at the last show meeting. Felicity Maynard was extremely apologetic if it offended anyone and certainly it was not her intent. She had been just trying to fill a gap **3.2** Discussed the bar & panels – too big to continually move for events. Will get some muscle to move the bar and panels to a neater section along the side of the pavilion. Allows for better weed management. **3.3** The records will need to be reviewed; David will arrange a Council rep to collect and go through. Will destroy or archive as necessary.
4	**OTHER GENERAL BUSINESS** 4.1 Secretary 4.2 Hay Show 4.3 Rodeo Club 4.4 Hay Jockey Club 4.5 BNS 4.6 Ground Supervisor 4.7 CanAssist 4.8 Sheep Show 4.9 Hay Gun Club 4.10 Council 4.11 Caretaker	**4.1** Would like to promote the pavilion as a space for hire for other local events. Would need to invest into chairs and tables that could be hired for such events. David will keep an eye out for any grant opportunities. Would like to install bin hubs to neatly store the wheelie bins. Similar to the ones in the main street. Located for example in near the pavilion, eastern camp area and several in the western end. Discussed the possibility of extending the lease paddock on the northern side of the grounds to potentially hold sheep for agistment. Resolved that this would be expensive, maintaining fences and due to the presence of weeds this wouldn't be conducive to sheep. Resolved to continue to lease out the paddock. Lease due for lease renewal. Should advertise before Christmas and commence new lease in February 2026. Could do for two years with an option to extension. Serena to do up the lease advert and check over the lease document. Parking areas for caravans. Have spoken to Kevin and will provide a map showing him where caravans can and can not park for camping. Along the front of the pavilion and directly around the toilet block will be excluded from the camping options.

HAY SHOWGROUND MANAGEMENT COMMITTEE

General Meeting Minutes

		Paint is stripping from the main toilet block again. Will need to investigate an alternative for the flooring. **4.2** Include in matters for discussion **4.3** Date 18th April 2026 – looking into a grant for the arena fencing. **4.4** HJC thank the Council for the concrete waste removal from the running rails. Racing NSW paid for the new rails. Requested to remove the sand currently located near the pavilion. Advised that the sand can be moved and relocated to wherever required. HJC wish to use in the stable area. **4.5** Nil **4.6** Nil **4.7** Nil **4.8** Nil **4.9** Has the 2-day shoot coming up this weekend. Will need to contact the Council for extra bins. **4.10** Nil **4.11** Nil
5	**MEETING FINALISATION** 5.1 Next meeting: 6.00pm	**5.1** 17th November 2025, 6pm at Council Chambers Will also be the AGM, followed by a general meeting, Need to review and discuss the fees for 2026 No meeting during December/January. ***The management committee grants the approval of any accounts to be paid during the period of December & January, up to the value of $400. For purchase over $400, email approval must be sort.*** ***Moved J Wall Second A Curtis*** Need to include EV camping fees in the fee structure.

Meeting Closed: 6.43pm

CLOSED COMMITTEE NOTIFICATION