

SPECIAL COUNCIL Business Paper



LISMORE
City Council

SEPTEMBER 28, 1999



NOTICE OF SPECIAL COUNCIL MEETING

A SPECIAL MEETING of LISMORE CITY COUNCIL will be held at the COUNCIL CHAMBERS, Oliver Avenue, GOONELLABAH on **TUESDAY, SEPTEMBER 28, 1999**, at 6.00pm and members of Council are requested to attend.

(Ken Gainger)
GENERAL MANAGER

September 21, 1999

SPECIAL COUNCIL BUSINESS AGENDA

September 28, 1999

PAGE NO.

PUBLIC ACCESS SESSION

OPENING OF MEETING AND PRAYER (MAYOR)

APOLOGIES AND LEAVE OF ABSENCE

MAYORAL MINUTE 1 - 3

BUSINESS

- | | | |
|---|---|---------|
| 1 | Method of Election - Deputy Mayor | 4 |
| 2 | Election of Deputy Mayor | 4 |
| 3 | Election of Delegates to County Councils | 5 - 6 |
| 4 | Election of Committee/Panel/Working Party Members | 7 - 10 |
| 5 | Election of Delegates to Various Organisations | 11 - 12 |
| 6 | Reports | 13 - 23 |

REPORTS

- | | | |
|---|--|---------|
| * | Fix the Roads Working Party - Update and Proposed 1999/2000 Urban and Rural Construction Programme | 13 - 18 |
| * | Rating Workshop | 19 - 20 |
| * | Management Plan and Budget Review | 21 - 22 |
| * | 1999 Annual Conference - Local Government Association | 23 |
-

MAYORAL MINUTE

ROAD STABILISATION PROGRAMME

I have had discussions with the Group Manager - City Works, Mr Moorhouse, on ways to ameliorate the current state of disrepair of Council's roads and now put forward an option for Council to consider.

Council provides \$822,000 per annum to carry out a road resealing programme. Because of the poor state of pavement in many roads it is difficult to find locations where a reseal will prolong the life of the road. In fact there has been evidence during the recent prolonged wet period where resealing poor pavement has been detrimental due to accumulation of moisture through condensation on the underside of new reseals.

In view of the foregoing, it would seem logical to divert a major proportion of reseal funding towards a major stabilisation programme. Mr Moorhouse has indicated up to 10Km of rural roads and some streets could be stabilised before the end of this year to beat the next wet season. To meet this completion date it is necessary to decide the issue now.

The selection of works criteria to gain maximum effect would be as follows -

- 1 Maximum saving in maintenance cost.
- 2 Projects that require minor preparatory works.
- 3 Projects that do not require widening or realignment.

This proposed programme, together with the programme of works recommended by the "Fix the Roads" Working Party will be an effective way of reducing maintenance costs for both Council and road users.

Manager-Finance & Administration Comments

On the basis that this work will:

- potentially reduce maintenance costs in the future on these roads;
- release funding for other maintenance works to be completed, and
- the fact that the Resealing Programme is up to date,

the recommendation is supported.

Group Manager-City Works Comment

In recent weeks City Works Staff have been carefully examining the bitumen road system. Approximately 50Km of bitumen sealed roads have either failed or are showing severe signs of distress and is expected to fail during the next year if the predicted wet conditions continue.

The traditional approach to maintaining bitumen roads is to reseal every 10 years with the aim of water-proofing the road from surface water. Council, to its credit, has kept the resealing programme up-to-date. Resealing has certainly kept a number of roads with doubtful pavements operational up to the recent extreme wet period.

The majority of pavement failures that have occurred in 1999 have been as a result of the road pavement becoming saturated and losing strength. The saturation problem is compounded by-

- thin initial pavement
- low quality pavement material
- poor drainage
- massive increase in traffic volume and vehicle weight.

It therefore appears that our greatest need is to rehabilitate the major roads as soon as possible and preferably before the next wet season. It is also apparent that the Federal and State Governments have no intention of assisting Council with funding for road rehabilitation.

Council's only practical option appears to be to divert a large proportion of the resealing programme to cement stabilisation and seal which ensures the funds are expended to achieve a long-term improvement. This is only practical on a one-off basis and cannot be continued in the long-term.

There are approximately 12 working weeks remaining before Christmas. City Works Staff believe it is possible to rehabilitate approximately 8Km-10Km of major roads within that period of time, provided the sections chosen only require overlaying and stabilising.

This work can be carried out by a combination of Council's own staff, local contractors and the stabilising firm, SPA.

The 'Fix the Roads' Working Party has already identified a priority list of roads that require work. This would form the basis of the proposed programme. However, the emphasis would need to be on roads that can be completed quickly.

Suggested Funding:

It is suggested that the resealing programme be reviewed to allocate approximately \$622,000 towards the rehabilitation of 6Km-7Km of failed bitumen pavements already identified by the 'Fix the Roads' Working Party.

Mayoral Minute - Road Stabilisation Programme

Road Name	Location	Cost (\$)	Comment
Rural Roads - Local			
Caniaba Road	Frederick Road - 1.2Km West	108,000	Use Reseal Funds
Terania Creek Road	Village - End Seal (Various Lengths)	81,000	Use Reseal Funds
Terania Creek Road	New Work: Seal from existing seal - approx. 3Km		Design and other preparatory work required
Tuntable Creek Road	New Work: Remainder unsealed section		Design and other preparatory work required
Tuntable Creek Road	The Channon - 1.5Km North	135,000	Use Reseal Funds
Lockton Road	Section Over Hill (Approx. 1Km)	72,000	Use Reseal Funds
Tatham Road	Various Lengths	81,000	Use Reseal Funds
Pinchin Road	Rehabilitate Worst Sections	72,000	No Funds Available
Boyle Road	Rehabilitate Approx. 2.2Km	158,400	No Funds Available
Crofton Road	0.45Km-1.45Km - North Nimbin Road	150,000	No Funds Available
Urban Roads:			
Cooling Street	Oakshott Street to Donnans Road		Design and other preparatory work required
Industry Drive R'About	Intersection with Military Road		Design and other preparatory work required
Oakshott Street	High Street to Cooling Street		Design and other preparatory work required
High Street	Diadem Street to ABC Studios	100,000	Use Reseal Funds
Ostram Street	From Casino Street		Design and other preparatory work required at culvert
Jubilee Street	Diadem Street to Hunter Street		Design and other preparatory work required
Orion Street	Dawson Street to Molesworth St		Design and other preparatory work required
Floral Avenue	Wyrallah Road to Barham Street	70,000	Use Reseal Funds
Orion Street	Hunter Street to Diadem Street	57,100	Use Reseal Funds
Phyllis Street	Wilson Street to Crown Street	203,000	No Funds Available
CBD Lanes		200,000	No Funds Available
Keen Street	John Street to Bernstein Street		No Funds Available
Ubrihien Street	Dibbs Street to No. 34		No Funds Available
College Street	Music Street to Dalley Street		No Funds Available
Kareela Avenue	Valley View Drive to Donnans Rd		No Funds Available
Neilson Street	Dalley Street to Park Street		No Funds Available
Little Uralba Street	Fermoy Avenue to Uralba Street		No Funds Available

Recommendation (MM01)

Council authorise the Group Manager - City Works to select a programme of works for stabilisation using the criteria outlined in the Minute and proceed with reconstruction. The work to be funded from the bitumen reseal programme.

1 METHOD OF ELECTION OF DEPUTY MAYOR

The method of election is to be found in schedule 3 of the Local Government (Elections) Regulation 1993. Relevant extracts of this schedule are detailed below:-

Returning Officer

- 1) The General Manager (or a person appointed by the General Manager) is the Returning Officer.

Nomination

- 2)
 - a) A councillor may be nominated without notice for election as mayor or deputy mayor.
 - b) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
 - c) The nomination is to be delivered or sent to the returning officer.
 - d) The returning officer is to announce the names of the nominees at the Council Meeting at which the election is to be held.

Election

- 3)
 - a) If only one councillor is nominated, that councillor is elected.
 - b) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
 - c) The election is to be held at the Council meeting at which the Council resolves the method of voting.
 - d) In this clause:
“ballot” has its normal meaning of secret ballot;
“open voting” means voting by a show of hands or similar means.

Traditionally this Council has determined that the election for Deputy Mayor would be by open voting.

Recommendation

That the method of election for Deputy Mayor be by open voting.

2 ELECTION OF DEPUTY MAYOR

Policy No. 01.01.26

Prior to any election, each candidate for the position of Deputy Mayor will give a short presentation outlining her/his reasons for standing, how s/he would operate as Deputy Mayor, what time commitment would be given and the skills s/he would have to offer; and each will answer questions from the floor on their candidacy.

Election

3 ELECTION OF DELEGATES TO COUNTY COUNCILS

Election to the county councils is for a four year period. Detailed below are extracts from Schedule 4 of the Local Government (Elections) Regulations 1993 on the election process.

Returning officer

- 4) The general manager of the Council of the area part or all of which constitutes a county council electorate (or a person appointed by that general manager) is the returning officer.

Nomination

- 5) a) A councillor of the Council of the area part or all of which constitutes a county council electorate may be nominated for election as a member of the county council.
 - b) The nomination may:
 - i) be made without notice by any councillor of the council; and
 - ii) is to be in writing delivered or sent to the returning officer, and
 - iii) is not valid unless the nominee has indicated consent to the nomination in writing.
 - c) The returning officer is to announce the names of the nominees as a council meeting.

Election

- 6) a) If the number of candidates nominated is not more than the number of vacancies to be filled, those candidates are to be declared elected.
 - b) If there are more candidates nominated than the number to be elected, an election is to be determined by preferential ballot. The ballot is to be conducted by the preparation, marking and counting of ballot papers in the presence of the council.

Ballot Papers and voting

- 7) a) The ballot papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the figures, 1,2 and so on against the various names so as to indicate the order of their preference for at least the number of candidates to be elected.
 - b) The formality of a ballot paper under this Part is to be determined in accordance with Clause 73 of this Regulation as if it were a ballot paper referred to that clause.
 - c) An informal ballot paper is to be rejected at the scrutiny of votes.

3.1 Far North Coast County Council

Two delegates are to be elected.

Council's delegates for the previous term were:

Councillor Larsen and Councillor Cole

Recommendation

That Councillors _____ and _____ be elected.

3.2 Richmond River County Council

Two delegates are to be elected.

Council's delegates for the previous term were:

Councillor Champion and Councillor Gates

Recommendation

That Councillors _____ and _____ be elected.

3.3 Rous County Council

Three delegates are to be elected.

Council's delegates for the previous term were:

Councillor Roberts, Councillor Crowther and Councillor Irwin

Recommendation:

That Councillors _____, _____ and _____ be elected.

4 ELECTION OF COMMITTEE/PANEL/WORKING PARTY MEMBERS

Method of Election

The method of election of councillors to its committees/panels/working parties is not prescribed by the Local Government Act 1993 nor the accompanying regulations. It is therefore open for Council to determine.

Recommendation

That the election be by open voting.

4.1 Statutory Committees

4.1.1 Traffic Advisory

Councillor Membership: Observers (2)
Previous Membership: Observers - Councillors Gallen and Gates

Recommendation

That Councillors _____ and _____ be elected as Council observers with Councillor _____ as substitute.

4.1.2 Occupational Health and Safety

Councillor Membership: 2
Previous Membership: Councillors Riddell and Cole

Note: This appointment is for a two year period and councillors will need to attend a four day training course.

Recommendation

That councillors _____ and _____ be elected.

4.1.3 Consultative Committee

Councillor Membership: 1 and 1 alternative
Previous Membership: Councillors Wilson and Irwin

Recommendation

That Councillor _____ be elected with Councillor _____ a substitute.

Note: Councillors will need to attend a two day training course.

4.2 Advisory Panels

4.2.1 Aerodrome

Councillor Membership: 3
Previous Membership: Councillors Crowther, King and Gates

Recommendation:

That Councillors _____ , _____ and _____ be elected.

4.2.2 Civic Design

Councillor Membership: 2
Previous Membership: Councillors Irwin and Cole

Recommendation:

That Councillors _____ and _____ be elected.

4.2.3 Lismore Tourist Centre

Councillor Membership: 3
Previous Membership: Riddell, Larsen and King

Recommendation:

That Councillors _____ and _____ be elected.

4.2.4 Public Transport

Councillor Membership: 2
Previous Membership: Roberts and Gates

Recommendation:

That Councillors _____ and _____ be elected.

4.2.5 Lismore Art Trust

Councillor Membership: 1
Previous Membership: Councillor Irwin; Alternate - Councillor Cole

Recommendation:

That Councillors _____ be elected.

4.2.6 Indigenous Advisory Panel

Councillor Membership: 1
Previous Membership: Councillor Irwin

Recommendation:

That Councillors _____ be elected.

4.2.7 Economic Development Advisory Board

Councillor Membership: 1
Previous Membership: Councillor Cole: Alternates - Councillors Swientek and Wilson

Recommendation:

That Councillor _____ be elected.

4.3 Committees

4.3.1 General Manager's Performance Review

Councillor Membership: The Mayor + two Councillors
Previous Membership: Councillors Crowther, Irwin and Larsen.
*Councillor Roberts

* *In addition to the three council representatives appointed by councillors, the General Manager will nominate one councillor in accordance with his Contract of Employment.*

Recommendation:

That Councillors _____, _____ and _____ be elected.

4.3.2 Land Category Rating Appeals

Councillor Membership: 3
Previous Membership: Councillors King, Larsen and Wilson

Recommendation:

That Councillors _____, _____ and _____ be elected.

4.3.3 Lismore & District Sports Association

Councillor Membership: 3
Previous Membership: Councillors Larsen, Roberts, Cole, Gallen and Swientek

Note: The structure of the LDSA was modified during the last term of Council. Only three councillors are required to be elected.

4.3.4 Roy Waddell Community Centre

Number of Delegates: 1
Previous Delegate: None appointed

Recommendation:

That Councillor _____ be elected as delegate.

4.3.5 Dorrroughby Glenview Centre

Number of Delegates: 1
Previous Delegate: None appointed

Recommendation:

That Councillor _____ be elected as delegate.

4.4 Working Parties

4.4.1 Flood Management

Councillor Membership: 3
Previous Membership: Councillors Gates, Crowther and Wilson.

Recommendation:

That Councillors _____ and _____ be elected.

4.4.2 Library Strategy

Councillor Membership: The Mayor + delegates to Richmond-Tweed Regional Library
Previous Membership: Councillors Larsen, King and Irwin

Recommendation:

That Councillors _____ and _____ be elected.

4.4.3 Fix the Roads

Councillor Membership: 4
Previous Membership: Councillors Irwin, Larsen, Cole and Gates

Recommendation:

That Councillors _____, _____, _____ and _____ be elected.

4.5 Steering Committees

4.5.1 Koala Management

Councillor Membership: 3
Previous Membership: Mayor, Councillors Swientek and Wilson

Recommendation:

That Councillors _____, _____ and _____ be elected.

4.5.2 Rural Settlement Strategy

Councillor Membership: 2
Previous Membership: Councillors Cole and Wilson

Recommendation:

That Councillors _____ and _____ be elected.

4.5.3 Lismore Urban Arterial Roads DCP No. 25

Councillor Membership: 3
Previous Membership: Councillors Larsen, Swientek and Wilson

Recommendation:

That Councillors _____, _____, _____ and _____ be elected.

5 ELECTION OF DELEGATES TO VARIOUS ORGANISATIONS

Method of Election

The method of election of councillors as delegates to various organisations is not prescribed by the Local Government Act 1993 nor the accompanying regulations. It is therefore open for Council to determine.

Recommendation:

That the election be by open voting.

5.1 NOROC

Number of Delegates: 2

Previous Delegates: Councillors Irwin and Cole

Recommendation:

That Councillors _____ and _____ be elected as delegates.

5.2 Richmond Tweed Regional Library Committee

Number of Delegates: 2

Previous Delegates: Councillors King and Larsen

Recommendation:

That Councillors _____ and _____ be elected as delegates.

5.3 Richmond River Historical Society

Number of Delegates: 1

Previous Delegates: Councillors King and Roberts

Comment: Council resolved to reduce the number of delegates to one for succeeding councils.

Recommendation:

That Councillor _____ be elected as delegate.

5.4 Senior Citizens Welfare Centre

Number of Delegates: 1

Previous Delegate: Councillor Wilson

Recommendation:

That Councillor _____ be elected as delegate.

5.5 Regional Bush Fire Committee

Number of Delegates: 1

Previous Delegate: Councillor Larsen

Recommendation:

That Councillor _____ be elected as delegate.

5.6 Lismore Rainforest Botanic Gardens

Number of Delegates: 2

Previous Delegates: Councillors Cole and Wilson

Recommendation:

That Councillors _____ and _____ be elected as delegates.

5.7 NorPool

Number of Delegates: 1

Previous Delegate: Councillor Champion

Recommendation:

That Councillor _____ be elected as delegate.

5.8 Summerland Way Promotion Committee

Number of Delegates: 1

Previous Delegates: Councillor Gates

Recommendation:

That Councillor _____ be elected as delegate.

5.9 Richmond River County Council Flood Scheme (Levee Construction Working Party)

Number of Delegates: Mayor + 2

Previous Delegates: Mayor + Councillors Cole and Crowther

Recommendation:

That Councillors _____ and _____ be elected as delegates.

Subject/File No: **FIX THE ROADS WORKING PARTY - UPDATE AND PROPOSED
1999/2000 URBAN AND RURAL CONSTRUCTION PROGRAMME
(GJH:VLC:S745)**

Prepared By: Manager - Roads & Infrastructure, Garry Hemsworth

Reason: Update Council on the progress of the “Fix the Roads” Working Party.

Objective: To gain Council’s approval for the 1999/2000 Urban and Rural Road
Construction Programmes.

Management Plan Activity: Roads - Urban / Rural

Introduction:

Council, at its ordinary meeting of June 8, 1999, resolved to form the “Fix the Roads” Working Party and at the ordinary meeting of June 29, 1999, nominees were selected to the Working Party.

Brief:

The Brief for the “Fix the Roads” Working Party was developed in consultation with the Committee and is as follows -

“OBJECTIVES:

- To facilitate collaboration between the Council and the community in evaluating the condition of roads within the Council’s area, identifying casual factors contributing to their poor condition and/or inadequate rehabilitation, and making recommendations to the Council with respect to roads policy and funding priorities.
- To identify means by which members of the community may practically and lawfully assist the Council in physically undertaking works associated with improving and maintaining the condition of roads within the Council’s area.
- To consider the establishment of ongoing community consultative mechanisms aimed at facilitating regular feedback to the Council and City Works Staff on Council’s performance with respect to roads maintenance and construction.

SPECIFIC TASKS:

- Consider Consultant’s report and review Council’s roads policies and recommend a revised policy framework to Council.
 - Review Council’s road maintenance/rehabilitation practices and recommend proposed changes to such practices to the Council/Council Management.
 - Review Council’s established criteria for determining maintenance and reconstruction schedules for the roads network and if necessary, suggest an alternative basis for setting priorities for Council’s roads expenditure.
 - Identify persons or community organisations within Council’s rural roads catchments who are prepared to assist Council in maintaining its roads network by:
 - reporting significant road damage, wash-outs, minor flooding, vandalism of road signage, etc
 - becoming directly involved in undertaking associated works
 - providing feedback to Council/Council Staff on the effectiveness of works undertaken
 - being consulted on works/changes in works practices proposed to be undertaken by the Council within the catchment.
-

Fix the Roads Working Party

- Establish criteria to evaluate the effectiveness of the Committee's initiatives.

As part of these deliberations, consideration should be given to the legal/public liability considerations that may restrict the ability of members of the community to actively participate in road maintenance works other than within the road reserves."

PROGRESS TO DATE:

1. Meeting Dates:

Members of the Working Party on July 10, 1999 undertook a bus trip throughout the Council area to assess for themselves the condition of the roads. Meetings have also been held on July 27, August 3 & 16, and September 8, 1999.

2. Orientation:

Initially the Working Party was given information to provide background and orientation into the roads area. This included:

- an explanation of commonly used road terms
- types of pavement failure
- the types of road classification (State, Regional and Local Roads)
- restriction on funds as they apply to the various classifications
- main types of road works - Maintenance
- - Construction
- funds available in the 1999/2000 Budget
- detailed maintenance works schedule, including activities, funds allocated and levels of service.

3. Bus Trip:

The Working Party made the following observations from the bus trip:

- The findings of the Consultant appear correct. There is a lack of adequate surface drainage.
- There is a lack of funds (*more of the fuel levy should come back to roads*).
- Poor roads have a large social impact on people.
- Volunteer work needs investigation.

4. Road Maintenance Strategy:

Neil Arbuthnot, the Roads Consultant, put forward a Road Maintenance Strategy which involved identifying similar roads and grouping them into a road hierarchy; undertaking three-monthly inspections and reporting all defects above a certain level; then compiling a list of works which can be funded, and monitoring progress of works. Details of each component of the strategy are discussed below -

(a) Road Hierarchy:

The concept of road hierarchy was introduced to the Working Party. The proposed road hierarchies for rural and urban roads have been previously distributed to Councillors. The road hierarchy groups roads of similar importance into categories. The importance of a road is determined by the amount of traffic and whether the route connects Regional or Local Centres. Class 1 (Arterial) Roads are the most important through to Class 5 (Local - No Through Roads), the least important.

Fix the Roads Working Party

(b) Maintenance Reporting Intervention Levels:

Neil Arbuthnot introduced a concept of Maintenance Reporting Intervention Levels. For each class of road hierarchy a desirable standard of road maintenance is determined. When the condition of the road falls below this standard it is reported. This will generate a list of work required to bring the road back to a desirable standard. The draft Reporting Intervention Levels attached (**Appendix '1'**) are well below recognised RTA Standards.

(c) Three-Monthly Inspection Process:

Neil Arbuthnot also introduced to the Working Party a process which involved:

- Undertaking three-monthly inspections across the whole road network.
- All defects which exceed the Maintenance Intervention Reporting Levels are costed and presented to the Group Manager - City Works.
- The Group Manager - City Works prepares a report to the General Manager and Council based on the available funds in the budget. This provides a three-monthly maintenance programme.
- Council ratifies or amends the programme.
- Works are undertaken by the City Works Group to the programme at the agreed price and quality.

The Working Party agreed and accepted the principles of the above Maintenance Strategy. It was agreed that some of the Maintenance Reporting Intervention Levels may need refinement following the application of the three-monthly inspection process.

It was also noted that the above Strategy did not guarantee increased productivity. However, it should prioritise work better and allow Council and the community to be better informed as to what needs to be done and what can be done with the available funds.

5. Road Funding Lobbying Strategy:

The Working Party has become aware that sufficient funds are not available to Council to improve roads to a desirable standard.

The discussion paper from Senator David Brownhill "*Rural Local Roads; A Looming Crisis Outside our Front Gate*" was distributed to the Working Party Members. The paper points out that between 1983/84 and 1996/97, the fuel excise increased from \$2.1 Billion to \$11.0 Billion while roads funding reduced from \$1.2 Billion to \$863 Million over the same period.

The Working Party agreed to encourage their community groups to start a letter writing campaign and to write directly to the Prime Minister requesting additional funds be allocated to Local Roads. Councillor Irwin's actions to lobby Federal and State Ministers was also endorsed by the Working Party.

6. Work Practices and Strategies:

The Working Party raised several issues regarding work practices and strategies. Several of these issues will be covered as part of Neil Arbuthnot's Brief. Others will need to be considered by the City Works Group and a future report presented to Council. Some practices such as more frequent grading have already been implemented. A list of the issues raised by the Working Party is set out below -

Fix the Roads Working Party

- i) Need to work closely with workmen to accurately assess efficiency of work practices.
- ii) Important to listen to workmen for improvements in work practices.
- iii) Measurement of work important.
- iv) There is a place for Contractors within roadworks.
- v) Concern whether Council is getting best value for money from internal quarries.
- vi) Important to tap into ideas of workmen.

- vii) Use of local knowledge important.
- viii) Better liaison is required between City Works and Planning Groups in regard to enforcing conditions of consent.
- ix) Improved quality assurance required to ensure little things are completed before crews leave an area, *eg, checklist*.
- x) Encourage light grading more frequently.
- xi) Thickness of gravel required to improve gravel roads.
- xii) Improvement to watertables and pipe drainage requires funds.
- xiii) Work systematically to improve efficiency.
- xiv) Strategies worth considering:
 - lower speed limits
 - substantial delays to motorists to allow more efficient work on the job
 - evaluate lower standards of road reconstruction, *ie, Tuntable Creek and Stoney Chute*
 - removing corners or keep existing alignment
 - designated heavy haulage routes or load limits
 - subcontract shoulder clearing
 - use local Contractors
 - community involvement
 - Council equipment damaging roads
 - quality and size of gravel
 - pulling gravel from sides of road
 - weedicide spraying.
- xv) Spending Council funds on Regional Roads.

7. Road Construction Selection Criteria:

The selection process as to which construction projects to undertake is not easy to determine. There are a number of criteria to take into account including -

- traffic volumes
- condition of the road
- bus use
- tourist use
- maintenance costs
- construction costs
- safety
- hierarchy
- industry use.

A Road Rating System was introduced to the Working Party in an attempt to quantify the above criteria. Points were allocated against each criteria for each project. Each criteria was weighted according to its importance.

Fix the Roads Working Party

The system is transparent and provides justification as to why a particular project may be chosen over another project. Details of a Rural and Urban Rating System are attached as **Appendix '2'**.

The Working Party agreed with the systems. However, it suggested further refinement could be introduced in future. This included introducing more categories for bus usage, quantifying industry usage, improving safety criteria, and removing tourist usage from the urban rating system.

1999/2000 Rural and Urban Road Construction Programmes

The above rating systems were used to generate a priority listing of construction projects for both Rural and Urban Roads. A copy of the programmes are attached as **Appendix '3'**.

There was general agreement with the priority of the projects within the available funds. The recommended 1999/2000 Construction Programmes are -

Rural Road Name	Location	Estimated Cost (\$)	
Wyrallah Road	Monaltrie Lane - Riverbank Road	300,000	<i>Approved</i>
Eltham Road	0.15Km-1.15Km East Bangalow Road	200,000	<i>Approved</i>
Rock Valley Road	0.35Km-1.45Km North Boggumbil Road	200,000	
Stoney Chute Road	Seal from Nimbin Road - Existing Seal	115,000	
Tunable Falls Road	Gungas Road - 1.5Km East	225,000	
Duncan Road	0.10Km-1.10Km North Cross Road	150,000	
		\$1,190,000	

Urban Road Name	Location	Estimated Cost (\$)	
Wyrallah Road	Arnett Street to Primary School	220,000	
Krauss Avenue	Three Chain Road to end	100,000	
Habib Drive	Three Chain Road to Krauss Avenue	130,000	
Cooling Street	High Street to Donnans Road	*	*Only \$82,000 of a required \$136,500 available in 1999/2000. Review during third quarter.
		<u>\$450,000</u>	
	Total	\$1,640,000	

Note: This Works Program has been structured on the basis that at least \$150,000 from savings towards Superannuation contribution will be allocated to this road construction. Council is yet to consider this allocation.

Fix the Roads Working Party

Manager - Finance & Administration Comments

Funding included in the 1999/2000 Management Plan for Road Construction is listed below:

<u>Programme</u>	<u>Amount</u>	<u>Source</u>
Urban Roads	\$205,000	1999/00 Management Plan
Rural Roads	\$622,100	1999/00 Management Plan
Rural Roads FAGS	\$609,000	1999/00 Management Plan
RTA 3X3 Programme	\$136,000	RTA approved

TOTAL \$1,572,100

As such, sufficient funding if available for most of these works to proceed.

Other Group Comments Not required.

Recommendation (WOR22)

1. That Council note the progress of the Fix the Roads Working Party to date.
2. That Council endorse the Road Maintenance Strategy outlined in the body of the report.
3. That Council approve the 1999/2000 Rural and Urban Road Construction Programmes shown in the body of the report.
4. A further report on the future role of the Fix the Roads Working Party be considered at a later meeting of Council.

Subject/File No: RATING WORKSHOP
 (S384)

Prepared By: John Beacroft - Rating Services Co-ordinator

Reason: Election of new Council

Objective: For Council to hold a workshop to discuss rating and a rating strategy for its four year term.

Management Plan Activity:

Background:

The Local Government Act 1993, at Section 8, sets out a Council's Charter.

This charter comprises of a set of principles that are a guide to a Council in carrying out its functions.

One point of this charter relates to funding of the organisation as follows :-

' to raise funds for local purposes by the fair imposition of rates, charges and fees, ...'

Council should also be aware that it is its responsibility to make and levy rates and charges and it is not able to delegate this authority , Section 377.

As this is a newly elected Council, it is not known if the current rating structure meet its needs and plans.

In addition, there are various issues such as the Flood Levee which are yet to be addressed in relation to funding although the previous Council did pass several resolutions in this regard.

It is therefore proposed that Council hold a Rating Workshop in the immediate future to discuss the current rating structure and any alterations to that structure that might be proposed.

A paper will be prepared which outlines the various methods by which Council can levy rates and which sets out the current structure and income derived from the various rating categories.

This will enable Council to come to grips with a complex issue and hopefully arrive at a position which will enable ratepayers to understand the reasons for the various decisions made in relation to rates.

Manager - Finance & Administration Comments

The purpose of the Workshop is to familiarise Council with the current 1999/2000 Rating Structure and provide an opportunity for issues such as levels of rates, rate pegging legislation, affordability etc to be discussed.

Rating Workshop

It is anticipated that the outcome of this Workshop will be a Report detailing Council's Rating Strategy for the next four years. This will provide management with guidelines to incorporate into future Management Plan and Budget deliberations at the planning stage.

Public Consultations

Not sought at this stage

General Manager's Comments

The recent release of the Department of Local Government publication *Comparative Information on New South Wales Local Government Councils* relative to the 1997/8 financial year, clearly identifies that Lismore Council's general rate is among the highest of the Councils in our category. Whilst an examination of our *package* of rates and charges (including Water, Sewerage and Garbage rates/charges) presents a far more favourable comparison, there is no doubt that the capacity of our community to absorb further rate increases is finite.

Regional Cities (Councils) such as Lismore carry the burden of having to fund infrastructure and services which are regularly utilised by residents from within the region but who reside in other Council areas and therefore do not contribute to Council's rate revenue. Add to this the need to inject funds into our ailing road infrastructure and one can readily identify the need to regularly review expenditure priorities and Council's rating strategy.

In my view the very least that Council should commit to is to not increase Council rates beyond the government rate-pegging limit during the life of this Council.

I commend the recommendation to conduct a rating workshop to the Council.

Conclusion

Rating is a issue which should be addressed by Council after it has had an opportunity to review the current situation and possibilities available. A Rating Workshop would provide that forum.

Recommendation (COR43)

That Council hold a Rating Workshop on Tuesday, October 26, 1999 at 6.00pm.

Subject/File No: MANAGEMENT PLAN AND BUDGET REVIEW

Prepared By: General Manager

Reason: Proposals for changes to some Council expenditure priorities

Objective: To establish a process for the review of Council's Management Plan and Budget for the 1999/2000 financial year.

Management Plan Activity:

Background:

In the months leading up to the recent Council elections one of the major concerns expressed by ratepayers/residents was the need for more funds to be spent on Council's road network.

The former Council had pursued a strategy of progressively increasing Council expenditure on roads and this is reflected in the 1999/2000 Management Plan and Budget which was adopted by the Council on 29th June, 1999 following public exhibition.

Since the election the Mayor and other Councillors have alluded to the need to review Council's expenditure priorities with a view to identifying and reallocating additional funds for expenditure on roads. Whilst there is no statutory imperative for a special review of the Management Plan and budget by an incoming Council, there is ample precedent for doing so with new Councils often seeking to pursue a mandate for changing Councils strategic direction.

In undertaking any review of expenditure, particularly where such expenditure affects the provision of services and the employment of staff, it is essential that the time is taken to ensure that Councillors are fully briefed on the basis for the delivery of such services, whether immediate savings can in fact be realised, and the implications for all relevant stakeholders should the Council seek to terminate or reduce such services. Effective consultation is critical to the success of such processes as past Councils have come to accept. Ad hoc decision-making generally results in disruption, loss of productivity and unsustainable outcomes and must be avoided.

The extremely wet period we have experienced over the past 8 months has resulted in considerable damage to the road network. City Works staff will be concentrating resources on rehabilitating failed pavements and making roads trafficable over the next three months. The **Road Stabilisation Program** proposed in the Mayoral Minute included in this Business Paper, should it be adopted by Council, will ensure that City Works staff are fully committed until Christmas. For this reason it is unlikely that any additional funds released for roads through a budget review process could be practically utilised before the New Year.

Pursuant to the provisions of the Local Government Act 1993, Council is required to review its budget on a quarterly basis and any significant variances are reported at this time. The next quarterly budget review report is due to be presented to Council on 2nd November and provides an opportunity for the Council to consider the reallocation of any funds that may become available. This includes funds that will become available due to significant reductions in the Council's employer superannuation contribution announced subsequent to the adoption of Council's budget.

Management Plan & Budget Review

If Council wishes to review expenditure priorities as proposed, it would be appropriate to form a Budget Review Working Party comprising the Mayor and up to four Councillors, the General Manager and relevant staff, whose task it would be to review the Management Plan and Budget for 1999/2000, identify revised expenditure/revenue options, and present recommendations to the Council in conjunction with the submission of the next quarterly budget review report due on 2nd November, 1999.

Should the Working Party propose changes which significantly impact on the delivery of services or the employment of staff, it would be prudent to report the proposals to a Council workshop prior to the Council meeting so as to ensure that all Councillors are thoroughly briefed.

Manager - Finance & Administration Comments

A review of the Management Plan and Budget is supported on the basis that it gives new Councillors an opportunity to gain an understanding of how the Council's finances are structured and the cost of the works and services undertaken.

Forming a Working Party to undertake this task will ensure that discussion is not restricted by formality and all relevant information can be provided to Councillors for decision making.

Public Consultations

Not applicable.

Other Group Comments

Not required.

Conclusion

The initiation of a review process as proposed will ensure a strategic approach to the review of expenditure and facilitate informed decision-making.

Recommendation (GM01)

1. That a Working Party comprising the Mayor, up to four Councillors, the General Manager and relevant staff, be established to undertake the following:
 - Conduct a review of the 1999/2000 Management Plan and Budget;
 - Identify revised expenditure/ revenue options;
 - Report the outcomes of the review together with appropriate recommendations to the Council in conjunction with the next quarterly review report due on 2nd November, 1999.
2. That should the Working Party recommend changes which significantly impact on services or the employment of staff, the outcomes be reported to a Council Workshop prior to the Council meeting.

Subject/File No: 1999 ANNUAL CONFERENCE - LOCAL GOVERNMENT ASSOCIATION
(GW/LM: 99-12014: S569)

Prepared By: Administrative Services Manager - Graeme Wilson

Reason: Annual Conference

Objective: To determine delegates.

Management Plan Activity: 2.1

Background:

This year's Annual Conference of the Local Government Association will be held in Dubbo from November 6-10.

Voting Delegates and Non-Voting Observers

Council is entitled to send three voting delegates to the Conference and may of course send as many observers as it wishes.

• **Council Policy No. 1.2.1 - Attendance of Mayor and General Manager at Annual Conference of the Local Government Association of NSW**

The Mayor and General Manager shall, where practicable, attend the Annual Conference of the Local Government Association (NSW), with Council resolving each year the number of additional delegates/observers that will attend.

These delegates and observers need to be determined at this meeting to meet nomination deadlines set by the Association.

Manager - Finance & Administration Comments

Not requested.

Public Consultations

Not required.

Other Group Comments

Not required.

Recommendation (COR42)

- 1 Council nominate the Mayor and General Manager to attend the Conference as delegate and observer respectively.
 - 2 Council nominate Councillor _____ and Councillor _____ as delegates to the Conference.
 - 3 Council consider the appointment of observers to the Conference.
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