

COUNCIL Business Paper



LISMORE
City Council

AUGUST 14, 2001



NOTICE OF COUNCIL MEETING

An ORDINARY MEETING of LISMORE CITY COUNCIL will be held at the COUNCIL CHAMBERS, Oliver Avenue, GOONELLABAH on TUESDAY, AUGUST 14, 2001, at 6.00pm and members of Council are requested to attend.

(Ken Gainger)
GENERAL MANAGER

August 7, 2001

COUNCIL BUSINESS AGENDA

August 14, 2001

PUBLIC ACCESS SESSION:

PAGE NO.

PUBLIC QUESTION TIME:

OPENING OF MEETING AND PRAYER (MAYOR):

APOLOGIES AND LEAVE OF ABSENCE

CONFIRMATION OF MINUTES – Ordinary Meeting July 10, 2001
Special Meeting July 31, 2001

CONDOLENCES

DISCLOSURE OF INTEREST

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CONFIDENTIAL MATTERS - COMMITTEE OF THE WHOLE

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NOTICE OF MOTION

I hereby give notice of my intention to move at the next meeting of the Council the following motion:

- 1 **That Council waive the water and sewerage headworks charges applied to Crozier Oval.**
- 2 **Council negotiate with Rous Water to waive its Water Headworks charges.**

Comment:

The Crozier Field Development will not be creating any additional strain on the water and sewerage as it is only transferring the use from Oakes Oval to Crozier Oval.

COUNCILLOR R R Baxter

DATE August 1, 2001

STAFF COMMENT BY: Asset Manager – Lismore Water

When the original development application (DA) for Crozier Oval was assessed, the water and sewerage headworks charges (S64's) were calculated based on the number of additional fixtures to be constructed in the amenities building. This gave an equivalent tenement (ET) rating of 6.1 and an amount payable of \$31,415.00.

Since then, the S64 charges have been revised downwards and the **current charge payable is \$17,934.00 (a saving of 43%)**.

There are no S64 charges payable to Rous Water on this assessment as this was assessed as a commercial and light industrial development.

Since Crozier Oval and Oakes Oval can be used simultaneously, the new additions to Crozier Oval will create an additional load. In addition, given that Crozier Oval can accommodate up to 3,000 people, the peak load on the water and sewerage infrastructure could be far higher than the above assessed rating of 6.1 ET's.

If consideration to waiving the S64 charges in total was given, this would be inconsistent with the application of S64 charges generally.

For example, the FNC Hockey Association Inc. is required to pay S64 charges for its development in Goonellabah. If Council resolved to waive the S64 charges for Crozier Oval, it would be reasonable to expect FNC Hockey to request their S64 charges to be waived.

Also, the waiving of S64 charges is not provided in the S64 Plan, and if considered would require modification of the Plan resulting in an increase in the current charges.

Given the above and the 43% reduction in S64 charges, it is recommend that the S64 charges for this Development not be waived.

NOTICE OF MOTION

I hereby give notice of my intention to move at the next meeting of the Council the following motion:

- 1 That Council move to immediately fast track the relocation of the Lismore Library from its current position to "B" Block on the Old Lismore High School site.**
- 2 The necessary plans and submissions be prepared by the General Manager to take the proposed development through to a stage of attainment of the appropriate regulatory approvals.**
- 3 Detailed estimates be prepared by the General Manager identifying all the costs of the development and that these estimates be reported back to Council in due course, prior to the calling of construction tenders.**
- 4 The General Manager report to Council potential funding sources for the construction, including the sale of the existing Library facility and the allocation by Council to the Library Reserve Fund.**
- 5 The costs involved in preparing a suitable design, the development application and estimates be met from the existing Library Reserve Fund.**

Comment:

- 1 The Library desperately needs more space and the sooner it is moved the better.
- 2 The early movement of the Library will give a stimulus to the CBD by bringing 70,000 visitors to the CBD area every year.
- 3 The move will give added impetus to the OLHS and may encourage developers and others to become involved with the site at an early stage.
- 4 The move will leave the old Library site vacant. This site could be purchased from Council by the Lismore Square developer with the title placed in the name of the Neighbourhood Centre. This will allow its early occupation by the Lismore Neighbourhood Centre that has indicated its strong preference for this site.
- 5 The cost of renovating "B" Block for Library use is estimated at \$1.25 million. This cost could be met from the current funds in the Library Reserve (\$140,000), funds received from the sale of the old Library site (say \$400,000) and borrowings of up to \$900,000. (A loan of \$900,000 could be repaid by the annual contribution of \$100,000 that Council makes to the Library Reserve.) In other words there would be no net effect on Council's finances if we move quickly.
- 6 The Library has to move eventually. There is no guarantee that if we dither around that we will find a buyer for the old Library site at a reasonable price. By fast tracking the movement of the Library we may be able to secure a buyer now and at the same time provide an excellent home for the Neighbourhood Centre.

COUNCILLOR D R Tomlinson

DATE August 1, 2001

LISMORE CITY COUNCIL - Meeting held August 14, 2001

Notice of Motion – Cr. Tomlinson - Library

Comment by Manager - Economic Development and Tourism

It is a good idea for Council to obtain development consent and detailed estimates for the relocation of the Lismore Library to "B" Block at the Old Lismore High School Site.

Council has already made a substantial financial commitment to this move by funding the \$140,000 acquisition of the land out of the Library Reserve Fund. The Business Plan being prepared by Gibson's Consultants will recommend this relocation. This initiative will further facilitate the relocation of the Lismore Neighbourhood Centre and the expansion of Lismore Square.

I have liaised with the Manager - Client Services (Mr Lindsay Walker) to develop the estimate of the costs, detailed below:

Specification	\$4,000
Estimation	\$2,000
Development Consent	
Architectural (including Heritage)	\$9,000
Structural	\$1,000
Planning	\$5,000
Construction Certificate and Design	<u>\$20,000</u>
Total	<u>\$41,000</u>

COMMENT BY MANAGER-FINANCE & ADMINISTRATION:

The Notice of Motion is supported on the basis that :-

- a) it supports Council's existing commitment to the site,
- b) it supports Council's proactive approach to the relocation of the Neighbourhood Centre and development of Lismore Shopping Square,
- c) it commences the process to gain the necessary consents, and
- d) it provides staff with the opportunity to assess the total redevelopment costs, funding sources and any other issues.

In regards to gaining the appropriate regulatory approvals, the costs incurred can be funded from the Library Reserve. The amount of the reserve is approximately \$50,000

LISMORE CITY COUNCIL - Meeting held August 14, 2001

Subject/File No: SOUTHERN CROSS UNIVERSITY ACCESS ROAD
(S787)

Prepared By: Manager Client Services Lindsay Walker

Reason: To inform Council of the proposal.

Objective: To seek Council's participation in the project as a joint venture partner with Southern Cross University.

Management Plan Activity:

Background:

It has long been recognised by both Southern Cross University and Lismore City Council that there would be significant benefits in the University having direct access to the Bruxner Highway. It was in anticipation of such an access that the large round about was constructed at the intersection of Kellas Street and Ballina Road utilising federal government "black-spot" funding.

The construction of the actual access road, although examined in depth in the past, has not proceeded due to physical and environmental constraints on possible alignment and the associated cost implications.

To overcome these constraints Southern Cross University has acquired additional land to the east of its main campus. These purchases have allowed variations to the original alignments to be examined.

Following initial discussions between the GM and the SCU Vice Chancellor, council staff in a collaborative undertaking prepared preliminary design proposals for a road which would link Kellas Street in the north, with Rifle Range Road, in the south. An access road to the upper campus would provide a direct link between the proposed road alignment and the existing campus road system, in close proximity to the administrative buildings.

It is proposed that the road linking Kellas Street and Rifle Range Road would be dedicated as public road and that the access road to the upper campus remains a private road on Southern Cross University land.

The proposal would be undertaken in two stages, as shown on the accompanying plans.

Proposal Benefits

The proposal has many benefits to both Southern Cross University and the wider Lismore community. These can be summarised as:

- The proposal will, in the first stage, provide a direct entry to Southern Cross University from Ballina Road. This will significantly reduce the peak traffic flows on Invercauld Road / Cynthia Wilson Drive and on Dalley Street.

In the longer term the road link will provide an alternative route between Ballina Road and East Lismore.

- The proposal provides an opportunity to showcase the university via a "front door" entry rather than the existing "back door" entry.

Southern Cross University Access

- The proposal will provide opportunities to develop land within the SCU precincts which currently does not enjoy usable road access. This land is ideal for further accommodation units and for further sports fields.
- The proposal dovetails into the current overseas student accommodation proposals which are before Council.
- The proposal provides opportunities for stormwater management in the East Lismore drainage system.
- The proposal provides a solution to long – term traffic management problems within the SCU campus and surrounding residential areas.
- The proposal avoids environmentally significant areas previously identified.
- The proposal has had a very positive impact on the good working relationship between Southern Cross University and Council and helps to build a sound foundation for future co-operation.

Future Action

It is proposed that funding for the roads will be made up in the following manner:

- Public roadworks between Kellas Street and Rifle Range Road to be jointly funded, 50% by Southern Cross University and 50% by Council.
- The access road from the public road to the upper campus to be 100% funded by Southern Cross University.
- Additional carparking to be 100% funded by Southern Cross University.
- Engineering designs to be undertaken by Councils Design Service section.
- Project Supervision to be undertaken by Client Services and funded by Southern Cross University.
- Specialist consultancy services to be managed by Council but funded by Southern Cross University.
- Additional works in Kellas Street to be undertaken by Council.

Costing

City Works design services has prepared a set of preliminary engineering drawings.

These plans provide for a two lane sealed road with kerb and gutter on the high side and a 2m wide footpath on the low side.

These plans have been costed as outlined below.

- | | | |
|-------------------------------------|---|--------------|
| • Additional works in Kellas Street | - | \$ 50,000.00 |
| • Stage One public road | - | \$704,000.00 |
| • Stage One private SCU entry | - | \$312,000.00 |
| • Stage Two public road | - | \$900,000.00 |

It can be seen that Council's contribution to stage one of the proposal, being Kellas Street works together with 50% of the public road has been costed at approximately \$400,000.00.

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Southern Cross University Access

Manager - Finance & Administration Comments

A strong relationship with Southern Cross University is one of the essential elements for the long term well being of the Lismore Community. Consequently, this proposal is supported.

From a financial perspective, the proposal is for Council to provide approximately \$400,000 to develop Stage One of the link road between Kellas Street-Rifle Range Road and upgrade Kellas Street. Southern Cross University will contribute \$350,000 towards the link road. This arrangement is obviously very attractive.

The funding of Council's contribution is recommended to come from the Roads Construction/Reconstruction budget for 2001/02 and 2002/03. If adopted by Council, the 2001/02 program of works contingency will need to be reduced by \$200,000 to include these works. It is understood that the works will be completed over two financial years, however if the project proceeds ahead of schedule, it will be necessary for some of the works on the program of works for 2001/02 works to be deferred.

Public Consultations

Not required.

Other Group Comments

Manager – Economic Development and Tourism

Southern Cross University (“SCU”) has a profound effect on Lismore’s economic situation.

It is imperative to the wellbeing of the City, that we do everything possible to maximise the opportunities for ongoing investment by SCU at the East Lismore campus. Lismore represents only one of four campuses for SCU and they consequently have a number of options for their future investment in the development of the University.

This proposal represents a highly cost effective means of improving Lismore’s chance of securing the “lion’s share” of SCU’s future investment. This will generate more jobs and subsequent private investment.

The proposal is strongly supported, and I offer congratulations to the Manager – Client Services and the City Works Group on their initiative.

Group Manager-City Works

This much needed project has been on the books for many years.

Rotary Roundabout was principally built to accommodate the new road to the SCU which should carry up to half the University traffic. Council is being asked to contribute up to \$400 000 towards the road. This is money well spent as it would be virtually impossible to halve the traffic problems in East Lismore by any other means.

Council will make a substantial move towards solving a long term traffic problem by adopting the resolution and moving to have the work carried out as soon as possible.

Author's Response to Comments from Other Staff

It is appreciated that Councils City Works, Economic Development Unit and Financial groups all acknowledge the importance of Southern Cross University's continued growth in Lismore and that this proposal forms an integral element in that growth.

Conclusion

The proposal provides a unique opportunity to progress the long recognised benefits of providing a direct access to Southern Cross University from Ballina Road.

Recommendation-GM24

1. That Council resolves to continue to support the proposed construction of the public road, as outlined in the above report, between Kellas Street and Rifle Range Road.
2. That Council agree to provide it's financial contribution to Stage One works as outlined in the report.
3. That Council fund its contribution of \$400,000.00 in two equal amounts of \$200,000.00 from Council road construction funds for the 2001/2 and 2002/3 financial years.

Subject/File No: GORDON BLAIR DRIVE – BOUNDARY ADJUSTMENT
(P22522)

Prepared By: Manager Client Services - Lindsay Walker

Reason: To advise Council with regard to the potential advantages in carrying out a boundary adjustment with the adjoining Consolidated Properties holdings.

Objective: To seek Council resolution to proceed with boundary adjustment and road realignment of Gordon Blair Drive, Goonellabah.

Management Plan Activity:

Background:

Council has long recognised the community benefit in constructing appropriate facilities on the town centre site at Oliver Avenue and Gordon Blair Drive, Goonellabah.

Following community consultation plans were prepared for a two stage development. The facilities proposed have always been limited by the physical constraints of the site.

These constraints include:

- The 1 in 20 year flow constraints imposed by the creek on the east
- The location of a major sewer line
- The location of Gordon Blair Drive and the adjoining Consolidated Properties land on the west.

Earlier this year Council was made aware by Mr D O'Rorke of Consolidated Properties that his company was also cognisant of the sites physical constraints. Mr O'Rorke put forward a proposal to adjust the boundary between his property and Gordon Blair Drive with a view to providing more unconstrained open space for the construction of the future Community Facilities.

Council took this opportunity to explore alternative boundary adjustment options which could better utilise the site.

The Council preferred option not only provided Council with a greatly enhanced area but also made available additional development opportunities over and above those that were put forward by Consolidated Properties.

This proposal has been examined by Consolidated Properties who on July 18, 2001 advised Council

“ On behalf of the Lismore Land Company Pty Ltd (a Consolidated Properties Group company), we advise that the boundary adjustments per the attached sketch are acceptable. Consolidated Properties confirms that it will provide the subject land to Council for use as a Sports Centre at no cost to Council”.

Manager - Finance & Administration Comments

I understand that this boundary adjustment will provide Council with a better location to develop the Goonellabah Indoor Sports & Leisure Centre.

From this perspective and the fact that the land has been provided by Lismore Land Company Pty Ltd at no cost, the recommendations are supported.

Public Consultations

Not required.

Other Group Comments

None.

Author's Response to Comments from Other Staff

None.

Conclusion

As the current proposal will provide Council with a markedly enhanced area for future community facilities it is considered that the necessary negotiations and plans be finalised.

Recommendation – GM23

1. The General Manager be authorised to conclude negotiations and proceed with the boundary adjustments between Land Company Pty Ltd (a Consolidated Properties Group company) (Lot 631 in Deposited Plan 810600) land owned by Council being Gordon Blair Drive and Lot 630 in Deposited Plan 810600.
2. The General Manager be authorised to execute and apply the Common Seal of the Council to the memorandum of Agreement, memorandum of Transfer, Plan of Survey, Section 88(b) or other instruments as necessary to affect the boundary adjustment to provide enhanced areas for community facilities.
3. That there be no cost to Council for the additional land area.
4. That Council pay the legal and survey and the like costs associated with the boundary adjustment proposed.

Subject/File No: PROPOSED REZONING OF OLD LISMORE HIGH SCHOOL SITE,
KEEN, MAGELLAN AND DAWSON STREETS
(HM:MG:S/710)

Prepared By: Manager, Planning Services – Helen Manning

Reason: To obtain Council's resolution to commence the rezoning process

Objective: To achieve the most productive use of the site for the community

Management Plan Activity: Strategic Planning

Background:

Council will be aware of the draft Business Plan under preparation for the proposed Cultural/Arts Centre in Lismore, known as 'Art in the Heart'. The land is sited between Keen, Magellan and Dawson Streets and Rural Lane, and is currently zoned Special Uses 5 Education/Car Parking under Lismore LEP 2000.

Alteration of the zoning will be required in order to achieve the desired uses on the site, such as retail and commercial development. Because of the length of time required to effect rezoning (up to 12 months) this report is submitted for Council's consideration before finalisation of the Business Plan.

State Government Requirements

The proposal is affected by a Department of Urban Affairs and Planning guideline of January, 1997 titled '*LEPs and Council Land*'. This guideline states:

"Instances where a Council proposes to change the planning controls that apply to land in which it has or had an interest, presents an unusual situation. In many cases Council will be both regulator acting in the interest of the community, and entrepreneur seeking to maximise the benefit realised from a community asset.

These dual roles may give rise to a real conflict of interest or the appearance that Council is affording itself special treatment. While both roles are legitimate, Council must make sure that its decisions as regulator are not biased by its financial interests in the property.

The mere fact that Council is both applicant and decision maker is sufficient to create an appearance of unfairness and to erode the community's confidence in the planning process.

Council has a responsibility to ensure that any proposal is objectively assessed. It is important that the community sees proper procedures being followed and balanced, consistent assessment of environmental, social and economic considerations in these situations".

The guideline specifies requirements for public exhibition material additional to those within the Environmental Planning and Assessment Act.

In order to comply with the guideline, an independent consultant will be retained to prepare the planning analysis, do the required public consultations, and report to Council. Council will subsequently receive a report which outlines the results of consultations, indicates the preferred zoning and planning controls, and recommends whether or not to exhibit a draft plan.

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Proposed Rezoning of Old Lismore High School Site – Keen, Magellan and Dawson Streets

Under the requirements of the Local Government Act, the land was classified as 'operational' upon its acquisition by Council and therefore reclassification will not be required.

Planning Considerations

The site contains heritage listed buildings, is flood prone and the Harold Fredericks Carpark is an integral part of the City's parking strategy.

The heritage listing of some buildings has the advantage that 'conservation incentives' apply, with the effect that, regardless of zoning, Council can consent to any use of the building **if it is satisfied that the conservation of the building is facilitated by the granting of consent.** If demolition of part or the whole of the buildings was proposed, then the Heritage Council must be notified and the proposal exhibited for public comment.

The site will be affected by the recommendations of the draft Flood Plain Management Plan which is also to be considered by Council at this meeting. Obviously it will also be affected by the preferred uses outlined in the Business Plan.

The independent consultant will consider all of the above issues and make a recommendation to Council as to the preferred zoning and planning controls.

Principal Accountant's Comments

Planning Services has a budget allocation for the contracting of external consultants that should adequately cover the costs associated with this issue. It is suggested that this be used to cater for the rezoning process on this site.

Public Consultations

The draft local environmental plan will be publicly exhibited for a minimum period of twenty-eight (28) days, as required by the Environmental Planning and Assessment Act. Bodies to be consulted include the RTA and Regional Traffic Authority, Department of Land and Water Conservation, Department of Education, Lismore Unlimited and any other organisations as determined by Council or recommended by the consultant. Given the longstanding urban use of the land it is considered that there is minimal likelihood of any threatened species inhabiting the site and consequently there would be no need to consult with the National Parks and Wildlife Service under S34A of the EP and A Act.

Other Group Comments

Comment from Manager, Economic Development and Tourism

We have received advice from Council's Solicitors, Philips Fox, that an LEP amendment will be required to achieve the best possible result for the community from the development of the Cultural Centre at the Old Lismore High School Site. The objective here is to start this highly technical and lengthy process as early as possible.

Some of the proposed uses of the site will be allowable under the current zoning arrangements. I expect that the library, art and craft galleries would all be considered as educational facilities and therefore would be permissible under the current scheme. Further weight is added to the case for permitting the relocation of Lismore's library to "B" Block by:

- the heritage status of this building and conservation incentives; and
- the building's previous use as a library for the College of Advanced Education.

LISMORE CITY COUNCIL - Meeting held August 14, 2001

Proposed Rezoning of Old Lismore High School Site – Keen, Magellan and Dawson Streets

Author's Response to Comments from Other Staff

Not required.

Conclusion

The Environmental Planning and Assessment Act requires a long and complicated process to effect rezonings, and therefore commencement of the process is recommended prior to consideration of the final Business Plan.

Recommendation (Pla 13)

That, pursuant to Section 54 of the Environmental Planning and Assessment Act, Council:

- a) resolve to prepare an amending local environmental plan for the site known as the 'Old High School Site' bounded by Keen, Magellan and Dawson Streets, and Rural Lane, Lismore; and
- (b) resolve to exhibit the proposed draft LEP in accordance with the Best Practice Guideline published by the Department of Urban Affairs and Planning in January 1997 titled 'LEPs and Council Land – Guideline for Council using delegated powers to prepare LEPs involving land that is or was previously owned or controlled by Council'.

Subject/File No: RECYCLING REVIEW
(LT:S763)

Prepared By: Lesley Trott – Waste Minimisation Officer

Reason: LCC proposes to release a survey form to a representative sample of 533 residents, to seek community views on 3 options for recycling service delivery.

Objective: To seek approval from Council for the release of a survey form and covering letter, to be made available to Councillors following a steering group meeting on August 7, 2001.

Management Plan Activity: Waste Minimisation

Background:

Following an extensive review process, during which a number of options for recycling service delivery have been presented to Council in reports and workshops, Council resolved at its meeting on June 12, 2001 (97/01), to adopt Option 9 (4 unsupervised Drop off Centres (DOC's) as the preferred option for Lismore.

Council also resolved to carry out a community consultation process, to seek community feedback on the three options of:

- 4 unsupervised DOC's;
- 1 unsupervised DOC (at Wyrallah Road Waste Facility); and
- a no recycling option.

As verbally stated at the June 12, 2001 meeting of Council, to ensure an appropriate methodology is adopted for undertaking the survey process, that the matter would be outsourced to Southern Cross University (SCU), Centre for Coastal Management, and that a draft survey form and methodology would be presented at the Council meeting on July 10, 2001.

Following Murray Cullen's presentation of the recommendations contained in his report at the July 10, meeting, Council further resolved that the survey design process be overseen by a steering group, to include Councillors.

The survey design steering group, including nominated Councillors, met on July 19, 2001 to study the draft form and letter, and reach agreement on suggested amendments. A revised form and letter was then made available to SCU, for a user trial involving students, (carried out during the week beginning July 30, 2001) in order that further improvements may be identified.

A second meeting of the steering group is scheduled to take place on August 7, 2001.

Conclusion:

Following the meeting on August 7, 2001, it is anticipated that the steering group will be in a position to recommend approval of the survey form and letter at the Council meeting on August 14, 2001. A copy of the survey form and letter will be forwarded to Councillors following the meeting on August 7, 2001.

Recommendation: (Pla 16)

Councillors approve the survey form and covering letter, and adopt the recommendations contained in Murray Cullen's report 'Lismore City Council Recycling Survey – July 2001' to issue the form as recommended, to a representative sample of 533 residents.

LISMORE CITY COUNCIL - Meeting held August 14, 2001

Subject/File No: DRAFT KOALA PLAN OF MANAGEMENT
(SP:S310)

Prepared By: Environmental Projects Officer – Sandy Pimm

Reason: To confirm the outcome of the Council and Committee workshop held July 24, 2001.

Objective: Council resolution to continue with the draft plan

Management Plan Activity: Strategic Planning

Background:

The draft Koala Plan of Management for the south-eastern portion of the Lismore Local Government Area (KPoM) was completed in December, 2000. The draft KPoM was provided to the Koala Management Plan Steering Committee members in December 2000 and a meeting held on February 26, 2001 to discuss the draft recommendations. At that first meeting, the Committee failed to reach either a consensus or majority decision on the first of the recommendations and did not discuss any of the eleven other sections.

In response to this supposed impasse, Council considered a report at its March 13, 2001 meeting that questioned the ability of the Committee to reach consensus on the recommendations contained within the draft plan. Concern was also expressed over the staff resources that were being expended on the process.

At the March 13, 2001 meeting Council resolved (41/01) *“that the report be received and Council hold a workshop to consider the following –*

1. *Whether to continue with a Draft Plan;*
2. *If it is decided to continue then consider the guidelines for redrafting of Koala Plan of Management;*
3. *Attendance be limited to Councillors, Koala Management Committee and relevant staff.”*

Between the initial Steering Committee meeting and the workshop, significant advances were achieved toward consensus, with a number of important concessions made. These aspects were detailed at the workshop.

The outcome of the workshop held on July 24, 2001 was that further work was still necessary before Council could determine whether to adopt the draft Plan, and that the Steering Committee was the appropriate forum to progress the plan to an acceptable stage. It was suggested that a reasonable time frame be put on this process to allow discussion of all aspects of the plan without unnecessarily prolonging the process and tying up staff resources.

Manager - Finance & Administration Comments

Not sought

Public Consultations

Not sought at this stage

Other Group Comments

Not sought

Conclusion

There is no doubt that significant resources have been expended for the draft Koala Plan of Management to reach its current stage. There is also little doubt that there is a community expectation for definitive action on this matter.

The most recent meetings of the Koala Management Plan Steering Committee have produced positive results. These results indicate a willingness to attain a balanced plan that also accords with the objectives set out by the Department of Urban Affairs & Planning. It is expected that the recommended deadline of October will allow sufficient time for the plan to be finalised.

Recommendations (Pla 15)

1. That Council resolve to continue with the draft Koala Plan of Management.
2. That the Koala Management Plan Steering Committee be responsible for adopting a draft Koala Plan of Management by October 2001.
3. That the redrafted plan be reported to Council at its December meeting.

Subject/File No: BOUNDARY REFORM FOR NSW COUNCILS (AMALGAMATIONS)

Prepared By: General Manager – Ken Gainger

Reason: To raise Council's awareness of key issues associated with Councils' boundary reform.

Objective: For Council to agree to participate in a process aimed at facilitating informed and objective judgements on the issue of Council boundary reform.

Management Plan Activity:

Background:

Since the early 1990's local government boundary reform has been on the agenda of most Australian State Governments. Boundary reform has been pursued with varying degrees of vigour dependent on the political flavour of the various state governments and the respective strength of their electoral mandate. One thing is certain though, beneath the thin veneer of political posturing, **all** state governments (and probably most state opposition parties) yearn for local government reform and perceive significant advantages in having fewer Councils. It is simply a matter of whether they have the political will to pursue such an agenda.

Local Government boundary reform has been most evident in the states of Victoria, South Australia and Tasmania, Queensland has focused on a limited number of significant amalgamations in key regional centres, in WA there have only been a handful of less significant mergers, whilst in NSW local government reform has stalled since a round of amalgamations in the late 1970's and early 1980's when the number of Councils was reduced from 233 to 175. There is no doubt that Victoria has seen the most drastic reform measures with the former Kennett Coalition Government reducing the number of Councils from 210 to 77, introducing Compulsory Competitive Tendering (CCT), and making wholesale changes to local government legislation so as to reduce the influence of local government and at the same time increase the level of direct intervention by the State.

It is history now that the Kennett government was voted out of office on a wave of community discontent, primarily from the rural and regional areas of Victoria which were particularly affected by the economic rationalist CCT, and in many cases, the loss of a sense of community. Whilst the Bracks Labor Government has moderated these reforms, it is significant that it has not taken any steps to systematically review the boundary changes implemented by Kennett.

The NSW Context:

Following the re-election of the Carr Labor Government in NSW with an enhanced majority, there has been a more overt expression of the government's desire for Council amalgamations, albeit within the context of a policy position of "no forced amalgamations". The introduction of the *Local Government Amendment (Amalgamation and Boundary Changes) Bill 1999* which streamlined legislative processes for pursuing Council amalgamations, was followed by a number of voluntary propositions for Council amalgamations including Armidale-Dumaresq; Richmond Valley Council; Pristine Waters Council; Canada Bay Council; and Conargo Shire Council.

More recently the state government commissioned an enquiry into ***The Structure of Local Government in Eight Areas in the Inner City and Eastern Suburbs of Sydney***. Professor Kevin Sproats, Director of the Office of Regional Development at the University of Western Sydney, headed up the Enquiry.

Boundary Reforms for NSW Councils (Amalgamations)

Principal among the recommendations from the Sproats Enquiry was a proposal to create **four** new Councils from **eight** existing Councils. Predictably the response from the majority of the inner Sydney Councils affected by Professor Sproats' recommendations was overwhelming opposition and the Mayors of these Councils have been accused by the Minister for Local Government, Harry Woods, of putting self-preservation before reform. Naturally, this impasse has placed enormous pressure on the state government to review its policy of no forced amalgamations, and Professor Sproats has been quite outspoken in calling for this impediment to local government reform to be removed.

In another significant local government reform research paper submitted to Southern Cross University in July 2000 titled "**Population Size and Economic and Political Performance of Local Government Jurisdictions**", the author, Dr Stephen Soul, outlines an argument for larger councils based upon economic criteria.

The NSW Local Government and Shires Associations have steadfastly opposed forced amalgamations but have embraced the need for local government boundary reform. The Associations have promoted a voluntary framework for local government reform, and in 1997 prepared a document titled "*Models for Voluntary Structural Reform*". Unfortunately, whilst initially twenty groups collectively involving 100 councils participated in discussions with their neighbours in response to this initiative, progress has been slow and most groups have merely tinkered around the edges of reform.

The potential for boundary reform in the Northern Rivers region

Lismore City Council has common boundaries with five adjoining local government areas, namely Kyogle, Tweed, Richmond Valley, Ballina and Byron Councils. These Councils, with the exception of Richmond Valley Council and its predecessors, Casino and Richmond River Councils, formed a Voluntary Structural Reform (VSR) Group about 2.5 years ago with a Memorandum of Understanding (MOU) being signed by each of the participating Councils. Following the amalgamation of Casino and Richmond River Councils in 2000, Richmond Valley Council also joined the VSR Group. Despite boundary reform being designated in the MOU as one of the areas for attention, each of the participating Councils, including Lismore Council, agreed not to pursue this as a key issue and the VSR Group has instead focused on resource sharing options.

There have therefore been no significant amalgamation options involving any of these Councils (other than the Richmond Valley Council merger) prepared for community consumption and consultation.

I recently canvassed the General Managers of each of the adjoining local government areas to ascertain whether their respective Councils had formally determined a position on their preparedness to objectively consider boundary reform options. The responses were varied with two Councils stating outright opposition to such proposals, two expressing an open mind on the issue, and one Council responding in a manner that can only be described as defensive and non-committal.

Lismore Council has not determined a formal position on boundary reform. The only foray into this issue was to agree to a proposal put forward by residents of North Woodburn in 1994 to consider the annexation of North Woodburn to (the former) Richmond River Shire Council. This proposal failed to proceed due to a lack of sufficient support from the Woodburn community.

Local Government in NSW – the momentum of reform

In the final report of the Sproats enquiry the Chairman, Kevin Sproats states:

“I find that while the present structures of councils have provided services and facilities to their communities with varying levels of satisfaction, there are significant inadequacies in their fundamental operations. These relate especially to:

- ***Deficient strategic planning***
- ***Inadequate formulation and communication of policy and sustained commitment to it***
- ***Minimal regional perspective and focus***
- ***Poor inter-governmental cooperation***
- ***Unresolved aspects of the roles and functions of mayors and councillors***
- ***Inability to manage cross boundary issues, particularly on several key region-level sites***
- ***Inequitable distribution of, and access to, resources***

In pointing out these deficiencies, I acknowledge that councils have responded to the ‘1993 reforms’ and improvements in performance have been achieved. They have, however, been by and large local in their scope and focused on corporate management. Importantly, the weaknesses shown above must be addressed if local government is to be more than a day-to-day deliverer of services, and to effectively and efficiently provide the governance structures that will be demanded in the future.”

He went on to say ***“In my view much of the momentum for reform has been lost in the transfer from strong leadership by the State to a voluntary approach by local government. Experience of the last few years has shown that councils are unable to voluntarily advance the reform process in any substantial way. Despite provision of considerable resources to assist voluntary restructure, with few exceptions, councils remain largely as they were It is clear to me that a policy of ‘no forced amalgamations’ is used too often as a pretext for inertia and self-interested preservation. It will remain inherently counterproductive to leave local government reform in the hands of councils. Advancing local government reform in the directions envisaged here will be best facilitated by strong partnership between the State Government and the community. The State will need to take a lead, at least in the initial stages”.***

These sentiments were also reflected in Stephen Soul’s report ‘**Population Size and Economic and Political Performance of Local Government Jurisdictions**’. Dr Soul added ***“Although the development of strong cooperative arrangements across suburbs, regions and jurisdictions has a potential to secure significant gains in both efficiency and economy, the extent to which these joint arrangements proceed and secure gain is yet to be ascertained, as progress has so far been tentative and slow”.***

Why should Northern Rivers councils contemplate boundary reform (amalgamations)?

I should state at the outset that I have no personal preference for or against council amalgamations, nor would I be so presumptuous as to suggest specific boundary reform proposals for the Northern Rivers area. However, there is no doubt that there are potentially a number of significant benefits that could flow from fewer councils in the area. In my view, councils have a responsibility to investigate any reform opportunities that may lead to better and more cost-effective services to residents and ratepayers – boundary reform is therefore worthy of objective and non-parochial consideration.

Among the potential benefits in having fewer councils are:

- **A more strategic and consistent focus on regional issues**

Within the Northern Rivers area there are many examples where councils compete for the provision of key services and facilities with ensuing duplication of expenditure and little planning for the long-term economic competitiveness of the region. Such issues include the proliferation of local airports, lack of effective waste management, a lack of consistent and cooperative strategic planning in new technologies such as telecommunications and information technology, and water supply and sewerage management, to name a few.

- **Improved staff efficiency and reduced staffing costs**

Fewer councils means fewer staff (particularly in management/senior management) with associated savings in salaries, on-costs/overheads, vehicles etc

- **Reductions in the number of elected representatives**

There are considerable variations in the ratio of councillors to population for Northern Rivers councils - [4119 (Ballina) to 1075 (Kyogle)] with a total of 61 elected councillors. With fewer councils this costly over-representation would be rationalised with considerable savings for local communities.

- **Savings in office accommodation**

With fewer councils the number of council offices (and associated operating costs) would be rationalised with inherent savings.

- **Rationalisation of plant and equipment**

With fewer councils plant and equipment could be rationalised providing greater operational efficiencies and revenue from disposal of redundant assets.

- **Rationalisation of service depots**

Opportunities would also arise for a review of the number and location of council depots. There would inevitably be some rationalisation of these resources with cost-efficiencies/savings achieved.

- **Economies of scale**

Fewer and larger councils would increase economies and purchasing power.

- **Reduction in number of authorities**

Currently within the Northern Rivers there are a number of organisations and authorities that provide services that effectively usurp the traditional role of local government. These organisations, which include County Councils (3), NOROC, NEWLOG, and the Richmond/Tweed Regional Library Service, have their own costly management structures and operational budgets. Larger and better-resourced councils could assume many of these functions.

- **Lower council rates and improved financial viability**

The collective benefit of efficiencies potentially gained through amalgamations would provide an opportunity for reductions in council rates and charges and provide long-term financial viability for the reformed councils.

Whilst a number of potential benefits of amalgamations of councils have been identified, there are also some costs, for example there would be significant transitional costs (eg redundancies), some inevitable operational disruption, and some rationalisation of government grants eg Financial Assistance Grants (FAGs).

Criteria for developing and evaluating effective amalgamation proposals

Any proposals to develop or evaluate amalgamation options must take into account a number of essential criteria. Changing council boundaries is a serious issue which will impact on communities for decades.

Being mindful of this the state government, through the agency of the NSW Local Government Boundaries Commission, has developed guidelines to assist councils who are contemplating this issue. These guidelines suggest that councils have regard to the following factors in consideration of such proposals:

- *The financial advantages or disadvantages (including the economies or diseconomies of scale) of any relevant proposal to the residents and ratepayers of the areas concerned;*
- *The community of interest and geographic cohesion in the existing areas and in any proposed new area;*
- *The existing historical and traditional values in the existing areas and the impact of change on them;*
- *The attitude of the residents and ratepayers of the areas concerned;*
- *The requirements of the area concerned in relation to elected representation for residents and such other matters as it considers relevant in relation to the past and future patterns of elected representation for that area;*
- *The impact of any relevant proposal on the ability of the councils of the areas concerned to provide adequate, equitable and appropriate services and facilities;*
- *The impact of any relevant proposal on the employment of staff by the councils of the areas concerned;*
- *The impact of any relevant proposal on rural communities in the areas concerned;*
- *In the case of a proposal for the amalgamation of two or more areas, the desirability (or otherwise) of dividing the resulting area or areas into wards;*
- *In the case of a proposal for the amalgamation of two or more areas, the need to ensure that the opinions of each of the diverse communities of the resulting area or areas are effectively represented;*
- *Such other factors as it considers relevant to the provision of efficient and effective local government in the existing and proposed new areas.*

LGSA model process for voluntary amalgamation proposals (1997)

The NSW Local Government and Shires Associations developed a model process for developing and pursuing amalgamation options in 1997. This process may be summarised as follows:

- Overarching rationale
 - *Essential not to start with a predetermined outcome in mind*
 - *A range of options need to be canvassed*
 - *All stakeholders must be involved*
-

□ **Part 1**

-
- *Identify the most suitable combination of councils to constitute the review area*
- *Identify the issues for review and options for structural reform*
- *Establish the arrangements, resources and timetable required for review*

□ **Part 2**

-
- *Investigate, research and document information for the assessment of the options*
- *Provide comprehensive data for analysis of the points of commonality and difference between the councils*

- *Consult with stakeholders likely to be affected by the review*

□ **Part 3**

- *Assess the options against established principles*
- *Negotiate the preferred voluntary structural reform package including transitional and implementation strategies*
- *Submit the package to the state government for approval and implementation*

If the Council chooses to seek the support of other north coast councils in initiating a voluntary review of amalgamation options for the Northern Rivers region, it may be useful to follow this process in formulating initial proposals for consideration.

Who may initiate a proposal for amalgamation?

Section 218E of the Local Government Amendment (Amalgamations and Boundary Changes) Act 1999 provides that:

(1) "A proposal may be made by the Minister or it may be made to the Minister by a council affected by the proposal or by an appropriate minimum number of electors.

(2) An appropriate minimum number of electors is:

- (a) if a proposal applies to the whole of one or more areas, 250 of the enrolled electors for each area or 10 per cent of them, whichever is the greater, or***
- (b) if a proposal applies to part only of an area, 250 of the enrolled electors for that part or 10 per cent of them, whichever is the lesser."***

Who should facilitate any review of council boundaries?

There are a number of options that Council could identify as a preferred means to pursue the development of amalgamation options for consideration. These include:

Voluntary Structural Reform Group (VSRG)

This Group has been referred to earlier in this report and comprises the Mayors and General Managers of each of the Northern Rivers councils, namely Tweed, Lismore, Ballina, Byron, Kyogle and Richmond Valley councils.

The VSRG is an appropriate group for Council to channel any proposal to establish an amalgamation option development and review process through.

Boundary Reforms for NSW Councils (Amalgamations)

Government funded consultant

Another option is for the Council to approach the state government (with the support of the LGSA and hopefully at least some of the other Northern Rivers councils) for funding to appoint a consultant to develop amalgamation options within the region. The VSRG could also be requested to support such a proposal.

Direct application to the Minister per Section 218E of the Act

As explained above, the Council could develop a proposal and make application direct to the Minister. This is not the preferred option at this stage.

Manager - Finance & Administration Comments

Not required.

Public Consultations

Not required at this stage.

Other Group Comments

Not required.

Author's Response to Comments from Other Staff

Not required.

Conclusion

As stated at the outset the issue of council amalgamations cannot be glossed over in the hope that it will simply go away. The issue is very much on the agenda and whilst the current state government has a policy of "no forced amalgamations", the general malaise within NSW local government in not objectively, responsibly and systematically exploring such options, will inevitably force the government's hand.

Councils have a responsibility to explore any structural reform options that may deliver improved and more cost efficient services to residents and ratepayers. If such options are legitimately identified and evaluated in consultation with the community and stakeholders, irrespective of the outcome, it is likely that the state government will respect the process and the outcomes rather than seek to impose a "Macquarie Street" template to achieve an outcome acceptable to them.

Whilst I accept that the issue will inevitably cause some lively debate within the Council and the region, the government has laid out a tested process that ensures that communities and stakeholders are consulted and their views taken into account.

The Voluntary Structural Reform Group is an ideal forum to initially take this issue to the other councils in the region.

I commend the following recommendations to the Council.

Recommendation (GM26)

1. That Council support the conduct of an objective review of local government boundaries and amalgamation options for those councils with which it shares a common boundary.
2. That the Council write to the Voluntary Structural Reform Group formally requesting that the Group consider facilitating such a review.
3. That the Mayor and General Manager pursue this matter at the next meeting of the VSRG and that the General Manager submit a further report to the Council following that meeting.

LISMORE CITY COUNCIL - Meeting held July 10, 2001

Subject/File No: TENDERS FOR THE PROVISION OF AUDIT SERVICES – T21017

Prepared By: CONTRACTS OFFICER – CHRIS ALLISON

Reason: To inform Council of tenders received for the provision of auditing services for a six year period

Objective: To obtain Council approval to award the Tender

Management Plan Activity:

Background:

Council is required under Section 422 to appoint a suitably qualified person as its auditor. The auditor reports to the elected Council on the General Purpose and Special Purpose Financial Reports of the Council prepared annually in accordance with the Local Government Act 1993.

The auditor is also required to report to the Council on various matters prescribed by the Local Government Code of Accounting Practice and Financial Reporting.

The Client Services Unit on behalf of Corporate Services prepared the tender documents for the provision of this service.

Tenders were advertised in the Northern Star and the Sydney Morning Herald. Tender documents were issued to three (03) companies, with three (03) tenders being received by the close of tender on 2.00pm, Tuesday, July 17, 2001.

Tender Examination:

The tenders received are summarised below:

TENDERER	ORIGINAL TENDER PRICE
Thomas Noble & Russell	\$ 31,000.00 per annum
Rutherfords Chartered Accountants	\$ 32,000.00 per annum
BDO Kendalls	\$ 35,258.00 per annum

The prices shown above are exclusive of GST.

An evaluation panel consisting of Rino Santin (Manager Finance & Administration), Gary Boyd (Principal Accountant) and Chris Allison (Contracts Officer) undertook the assessment of tenders.

The tender documentation (Clause B7) defined seven (07) areas by which each tender would be assessed: Capacity, Quality and Depth of Audit Performance & Experience, Service Delivery Model, Price Competitiveness, Value Added Services, Technical Expertise and Reference Checking with 20% of the total attributed to the price. The tenderers were required to address each of these criteria in their tender. Attachment A shows the weighted result for each criteria.

The weighted assessment shows that the tender by Thomas Noble and Russell has provided good value for audit services and Thomas Noble and Russell have previously undertaken works for Council.

Manager – Finance & Administration Comments

The process of evaluating the tenders resulted in a reasonably close outcome with Thomas Noble and Russell being recommended to undertake Council's audit services for the next six years.

On close scrutiny of the evaluation criteria, all tenders performed well with Thomas Noble and Russell ranked highest in five (5) of the categories and joint highest in the other two (2). From this perspective, the recommendation is readily supported.

It is important to note that Thomas Noble and Russell are Council's current auditor and supplement this service with the provision of advice on a range of other issues. Their service has always been high quality and responsive to Council's needs. I believe it will be to Council's advantage that they are reappointed to provide audit services for the next six years.

Public Consultations

Not required.

Other Group Comments

Not required.

Author's Response to comments from other staff

The comments by the Manager – Finance & Administration confirms that the awarding of the contract to Thomas Noble and Russell for the provision for auditing services will provide Council with the most favourable outcome.

Conclusion

Thomas Noble and Russell have provided the lowest price tender and have a proven track record in regard to the provision of audit services for Lismore City Council.

Recommendation – GM18

1. That the contract for the provision for audit services be awarded to Thomas Noble and Russell for a six year period commencing July 1, 2001 for the amount of \$31,000.00 per annum exclusive of GST, but subject to annual increases based on CPI rises.
2. That the Mayor and General Manager be authorised to execute the Contract on Council's behalf and attach the Common Seal of the Council.

LISMORE CITY COUNCIL - Meeting held July 10, 2001

Subject/File No: TENDERS FOR LEASING SERVICES – T21023

Prepared By: CONTRACTS OFFICER – CHRIS ALLISON

Reason: To inform Council of tenders received for leasing services for a three year period

Objective: To obtain Council approval to award the Tender

Management Plan Activity:

Background:

The rapid pace of technological development, both computer hardware and software, means that equipment needs to be replaced, or undergo major upgrades after only two or three years. Previously computer hardware purchases have been regarded as part of the capital replacement program, however alternative funding methods such as operating leases over a three year period are now employed by the Federal Government, various State Governments and a number of Councils throughout Australia.

The Client Services Unit on behalf of Information Technology prepared the tender documents for the leasing of computer hardware.

Tenders were advertised in the Northern Star and the Sydney Morning Herald. Tender documents were issued to seven (07) companies, with two (02) tenders being received by the close of tender on 2.00pm, Tuesday, July 17, 2001.

Tender Examination:

The tenders received are summarised below:

TENDERER	ORIGINAL TENDER PRICE
Equitech Finance Pty Ltd	\$ 95.21 per \$1,000 (qrtly)
National Australia Bank	\$ 93.65 per \$1,000 (qrtly)

The prices shown above are inclusive of GST and stamp duty.

An evaluation panel consisting of Darryl Gollan (PC Network Administrator) and Chris Allison (Contracts Officer) undertook the assessment of tenders.

The tender documentation (Clause B7) defined seven (07) areas by which each tender would be assessed: Compliance with the Specification, Price Competitiveness, Capability & Experience and Financial Capacity of the Tenderer. The tenderers were required to address each of these criteria in their tender.

The tender from the National Australia Bank was non-conforming in that a full tender submission addressing the evaluation criteria was not received.

Equitech Finance Pty Ltd addressed all the required evaluation criteria and are a major supplier of leasing facilities to over 20 NSW Councils and are on the NSW State Government Supply contract. Although only one conforming tender was received, Equitech Finance Pty Ltd are on the state government contract and the terms and conditions offered to Lismore City Council are similar.

LISMORE CITY COUNCIL - Meeting held July 10, 2001

Tender for the provision of leasing services - T21023

Under the terms of the tender, Council is proposing to purchase 55 desktop computers at an expected cost of \$169,000, the annual cost of the contract will be \$64,361.00.

PC Network Administrator Comments

Equitech offers an exchange technology program designed to provide for the replacement of equipment during the lease term with no impact on lease rental payments. This is attractive to Information Technology (IT) department when considering the useful life of laptops is around 2 years.

The provision for new equipment purchases to be included in the master lease agreement gives IT the flexibility to provide hardware when required and not solely at the time of the lease agreement.

Principal Accountant's Comments

For Council's information, the tendered price quoted for Equitech Finance Pty Ltd exclusive of GST is \$86.55 per \$1,000 quarterly. This means that for every \$1,000 of equipment leased Council will pay \$86.55 quarterly or \$346.20 annually or \$1,038.60 over the term of the three-year lease.

On the surface it appears that for every \$1,000 worth of equipment Council leases it is only paying \$1,038.60 in total over three years. Hence a \$38.60 premium is being paid for these funds over three years. However, there is the hidden cost of the interest foregone with the quarterly lease fee being due in advance.

Based on current interest rates, the amount of interest forgone is notional and the option of leasing equipment rather than buying outright under the proposed arrangement is an effective use of Council's funds to maintain an essential group of business tools.

From a budget perspective, a sufficient amount has been funded in the 2001/2002 budget to cater for the initial transition to leasing this type of equipment at the levels outlined in the report.

Public Consultations

Not required.

Other Group Comments

Not required.

Author's Response to comments from other staff

The comments from staff have indicated that the leasing of computer equipment is a positive move by Council to ensure that Council maintains computer equipment, which is relatively current given the rapid change in technological development.

Conclusion

Equitech Finance Pty Ltd are the only conforming tender and have a proven track record in regard to the provision of computer leasing services for the NSW State Government and a large number of Councils. Utilising the leasing facility for computer hardware will allow Lismore City Council to maintain pace with technological development but will not impact on Council's capital budget

LISMORE CITY COUNCIL - Meeting held July 10, 2001

Tender for the provision of leasing services - T21023

Recommendation – GM20

1. That the contract for the provision for leasing services (computer hardware) be awarded to Equitech Finance Pty Ltd for a three (3) year period based on the rates as quoted.
2. That the Mayor and General Manager be authorised to execute the Contract on Council's behalf and attach the Common Seal of the Council.

LISMORE CITY COUNCIL - Meeting held July 10, 2001

Subject/File No: TENDERS FOR SPRAYED BITUMINOUS SURFACING WORKS – T21021

Prepared By: CONTRACTS OFFICER – CHRIS ALLISON

Reason: To inform Council of tenders received for the 2001/2002 sprayed Bituminous Surfacing Program

Objective: To obtain Council approval to award the Tender

Management Plan Activity: Client Services/Roads

Background:

Tenders for the 2001/2002 Sprayed Bituminous Surfacing Program were recently invited.

The Client Services Unit on behalf of City Works prepared the tender documents

Tenders were advertised in the Northern Star and the Sydney Morning Herald. Tender documents were issued to six (06) companies, with six (06) tenders being received by the close of tender on 2.00pm, Tuesday, July 24, 2001.

TENDERER
Boral Asphalt
Roads & Traffic Authority
CSR Emoleum
Dept of Main Roads QLD
Pioneer Road Services
Asphalt Aggregates Aust.

Due to the type of work being carried out at many separate locations at various times throughout the year, tenders were invited on Schedule of Rates basis. The rates received are shown in Appendix A.

To enable a comparison of the rates received, two typical projects for this Council were selected and costs calculated based on the tendered rates (refer Appendix A), see tables below.

A. Major Works Program (10 Days)

Contractor	Total Cost (Inclusive GST)
Boral Asphalt	\$ 163,766.90
Asphalt Aggregates Aust.	\$ 172,892.50
Pioneer Road Services	\$ 192,706.50
Roads & Traffic Authority	\$ 228,361.00
Dept of Main Roads QLD	\$ 328,229.00
CSR Emoleum	\$ 358,121.50

LISMORE CITY COUNCIL - Meeting held July 10, 2001

Tender for provision for sprayed bituminous surfacing works T21021

B. Minor Works Program (2 Days)

Contractor	Total Cost (Inclusive GST)
Boral Asphalt	\$ 13,588.08
Asphalt Aggregates Aust.	\$ 15,837.25
Pioneer Road Services	\$ 19,651.30
Roads & Traffic Authority	\$ 38,764.20
Dept of Main Roads QLD	\$ 28,744.10
CSR Emoleum	\$ 28,427.30

The rates tendered by Boral Asphalt result in the lowest costs for both projects. In addition, when the other evaluation criteria specified in the tender are applied (Capability, Relevant Experience & Quality and Safety Plans) Boral Asphalt is the highest ranked tenderer.

Manager - Roads & Infrastructure

Boral Asphalt has a depot at Lismore and has been engaged by Lismore City Council for many years. The convenience of having a bitumen spray operator located within the Council area is considerable. This can represent substantial cost savings to Council's own organisation as works are able to be adjusted from day to day depending on weather conditions.

Boral's service during last years reseal program was very good.

Principal Accountant's Comments

It is quite clear that Boral Asphalt are capable of performing the projects Council will be using them for given their ranking in the tender evaluation and their history. The fact that their price was also the lowest submitted will ensure that the limited resources Council has at its disposal are efficiently utilised.

Public Consultations

Not required.

Other Group Comments

Not required.

Author's Response to comments from other staff

The comments of the other staff confirm that Boral Asphalt have a proven performance history and offer Council the best "value for money" tender and the level of service offered is of an acceptable level.

Conclusion

Boral Asphalt have provided the lowest conforming tender and have ranked first in the evaluation criteria. Boral Asphalt have undertaken the bituminous resurfacing works for Council for a number of years. There are advantages to Council in contracting with a local company as costs are minimised due to the fact that there is no site establishment fee charged by Boral Asphalt for any of the works.

Due to the nature of this work, the selection of a Contractor can depend significantly on availability at the time required. As a result, the Specification enables Council to use any of the Contractors who submitted a tender, depending on cost and availability.

Recommendation – GM21

1. That Council adopt the following order of priority for the engagement of bitumen sealing contractors for major and minor works:
 1. Boral Asphalt
 2. Asphalt Aggregates Aust.
 3. Pioneer Road Services
 4. Roads & Traffic Authority
 5. Dept of Main Roads QLD
 6. CSR Emoleum

2. The Mayor and General Manager be authorised to execute the Contract on Council's behalf and attach the Common Seal of the Council.

Subject/File No: TENDERS FOR THE PROVISION OF OPERATION OF THE BUY BACK CENTRE AT THE WYRALLAH ROAD WASTE FACILITY – T21001

Prepared By: Contracts Officer – Chris Allison

Reason: To inform Council of tenders received for the provision of the operation of the proposed buy back centre at the Wyrallah Road Waste Facility

Objective: To obtain Council approval to award the Tender

Management Plan Activity:

Background:

As part of the Lismore City Council's waste minimisation strategy, Council has constructed a Drop Off Centre and Buy Back Centre at the Wyrallah Road Waste facility, which will allow the community to dispose of their unwanted goods and materials in an environmentally sustainable manner.

The Client Services Unit on behalf of Waste Services prepared the tender documents for the operation of the buy back centre.

The tender included several components, the operation of the buy back centre, recovery of materials from the tip face, maintenance of the drop off centre & surrounding area and traffic control operations at the tip face.

Tenders were advertised in the Northern Star and the Courier Mail. Tender documents were issued to five (05) companies, with two (02) tenders being received by the close of tender on 2.00pm, Tuesday, June 12, 2001.

Tender Examination:

The tenders received are summarised below:

TENDERER	ORIGINAL TENDER PRICE
Hendersons Metal Recyclers	\$ 64,750.00 per annum
John Ford (Traffic control only)	\$ 65,040.00 per annum

The prices shown above are exclusive of GST.

An evaluation panel consisting of Kieran Wade (Manager – Waste Services) and Chris Allison (Contracts Officer) undertook the assessment of tenders. A final review of the evaluation process was undertaken by the Craig Kelly (Group Manager – Business & Enterprise).

The tender documentation (Clause B7) defined five (05) areas by which each tender would be assessed: Price, Capability & Relevant Experience, Service Delivery Model, Compliance with Quality, Safety & Environmental Plans and Management & Financial. The tenderers were required to address each of these criteria in their tender.

The tender received from John Ford was for traffic control only whereas Hendersons Metal Recyclers tendered for all the works. Given only one conforming tender was received and Hendersons Metal Recyclers had not previously undertaken similar previous works, the tenderer was interviewed by Kieran Wade and Chris Allison to work through the various components of the tender submission.

LISMORE CITY COUNCIL - Meeting held August 14, 2001

Tender for the Operation of Buy Back Centre - T21021

At the conclusion of the interview it was agreed that the proposal by Hendersons Metal Recyclers would meet Councils requirements in regard to the proposed works

Manager – Finance & Administration Comments

There are sufficient funds specifically provided for this contract in the 2001/02 Waste Disposal budget.

On face value, considering the number of tasks the contractor has to undertake, it would appear that the tendered amount is very good value from Council's perspective. What enhances the value of the contract is the ability of the contractor to supplement the base amount by,

- a) the ability to keep all proceeds from sales of recyclable materials, and
- b) for every tonne of recyclable materials removed from the tip face by the contractor, Council will pay the contractor at the rate of \$40 per tonne.

Generally speaking, the inclusion of terms to improve Council's position if the contractor proves unsuccessful is also supported.

Manager – Waste Services Comments

Manager Waste Services and Mr Christopher Allison from Client Services spent several hours going over the Hendersons Metal Recyclers tender at Wyrallah Road Waste Facility with the Hendersons to determine if the Tender met with Council's Tender document requirements. The tender price has come in lower than expected. Manager Waste Services recommends that the Hendersons be given the Contract to provide the above-mentioned services to Council for the next five (5) years.

Group Manager – Business & Enterprise Comments

I concur with the recommendation in the report. The contract to be signed as part of this tender process has clearly defined performance criteria and monitoring. Waste Services bears the burden of ensuring that the preferred tenderer complies with these criteria and that this performance is regularly reviewed. The preferred tenderer was interviewed by the Manager of Waste Services and the Contracts Officer. Both were satisfied that the preferred tenderer was capable of fulfilling the requirements of the tender.

Public Consultations

Not required.

Author's Response to comments from other staff

The Group Manager Business & Enterprise and Manager Waste Services concur with the recommendation and further agree that there is a need to ensure that the contract is well supervised to ensure compliance with the contract. The Manager Finance & Administration has indicated the tender rate as being good value and there is sufficient funding in the budget to undertake this contract.

Conclusion

Although only one conforming tender was received, the tenderer has complied with all aspects of the tender and has indicated a full understanding of Councils requirements in regard to the operation of the "Buy Back Centre". The tender indicated that the proposed contract period would be for five years, however given the unknown nature of the works it is now proposed that the contract term be set at three (3) years with two (2) one (1) year options. It is further proposed to vary the contract conditions to read, "where the contractor fails to meet the performance levels or has service failures on two (2) occasions, Council will have the right to terminate the Contract.

Recommendation – GM19

1. The contract for the provision for the operation of the buy back centre be awarded to Hendersons Metal Recyclers for a three (3) year period with an option to extend the contract for two (2) one (1) year periods for the amount of \$64,750.00 per annum exclusive of GST, but subject to annual increases based on CPI rises
2. The Mayor and General Manager be authorised to execute the Contract on Council's behalf and attach the Common Seal of the Council.

Subject/File No: AMENDMENT TO DCP NO. 36 –
OUTDOOR ADVERTISING STRUCTURES
(BB:MG:S538)

Prepared By: Strategic Planner – Bruce Blackford

Reason: Close of exhibition period

Objective: Council's adoption of the DCP

Management Plan Activity: Strategic Planning

Background:

Council will recall that in its recent review of the Lismore LEP 2000, it resolved to incorporate substantive provisions of Clause 24 of the LEP (relating to advertising) into DCP No 36. The reasons for this were to simplify the LEP and because such detailed provisions were considered to be more appropriately contained within a DCP.

The DCP amendments were placed on public exhibition for a period of three (3) months.

Submissions:

One submission was received in response to the exhibition. This was lodged by Aspect North and related to the issue of 'community signs'. The submission requested that the DCP be amended to permit signs to be erected with consent in a rural area that would relate to a community purpose. For example, this would enable service clubs to make application to erect welcoming signs at the entrance to the city and could advise of information such as meeting times, dates etc. DCP No 36 currently makes no provision for signs of this type.

Comment:

The requested amendment is considered to be both reasonable and desirable. However during the period that the draft DCP was on exhibition the Department of Urban Affairs and Planning released a new State Environmental Planning Policy on Advertising and Signage (SEPP No 64). The SEPP has the effect of prevailing over any other environmental planning instrument made before or after the SEPP in the event of any inconsistency between the two.

SEPP No 64 states that a consent authority cannot grant consent to the erection of an advertising structure on rural land unless it has a Development Control Plan in force that has been prepared on the basis of an 'advertising design analysis' for the relevant area. The SEPP sets out the various matters that must be addressed in an advertising design analysis and the organisations and agencies that must be consulted during its preparation. The preparation of an advertising design analysis in conformance with the SEPP would require a significant allocation of resources by Council.

The SEPP provides exemptions for limited forms of advertising in rural areas as are listed in Clause 33 of the Model Provisions 1980. These include signs that relate specifically to the land or premise on which they are situated, or signs for the purpose of directing the travelling public to tourist facilities or places of scientific, historic or scenic interest. Unfortunately, the exemptions do not extend to signs for community purposes such as proposed by Aspect North.

SEPP No 64 came into effect on March 16, 2001 without opportunity for prior input from Councils or the community. It seems that the SEPP may have had some unintended consequences and the LGSA has advised that it has received a number of representations from Councils raising concerns and issues with the operation of the SEPP.

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Amendments to DCP No. 36

DUAP has recently announced that it is establishing a review panel that will be meeting in September/October this year to address issues with the SEPP. The LGSA has invited Councils to submit information on issues that have arisen since the gazettal of the SEPP by August 7th so that they may raise them with the review panel. The issue of permissibility of signs in rural areas for community purposes has been forwarded to the LGSA's Planning Policy Officer for the panel's consideration.

Other Issues:

Since exhibition of the amendment, an issue has arisen with the definitions of 'chalkboard sign' and 'portable footpath sign'. Under existing requirements portable footpath signs are prohibited in all zones whereas 'chalkboard signs' are permissible without consent. It is not proposed to change this, however a problem arises with the definition of portable footpath sign in that it does not exclude a portable chalkboard. This results in a potential anomaly where portable footpath signs are prohibited but a portable footpath sign in the form of a portable chalkboard could be erected without consent. A minor change to the wording of the definition of portable footpath sign would rectify the anomaly while still allowing chalkboard signs without consent (except where placed on a public footpath).

Manager - Finance & Administration Comments

Not required

Public Consultations

The consultation process has been outlined in the body of this report.

Other Group Comments

Not required

Author's Response to Comments from Other Staff

N/A

Conclusion

The draft amendments to DCP No 36 essentially represent a 'housekeeping' exercise in transferring most of the development control provisions for outdoor advertising structures from the LEP to DCP No 36. The subsequent introduction of SEPP No 64 has reduced flexibility in terms of Council's ability to approve certain signs in the rural areas. Planning staff have made a submission to the LGSA with respect to this matter. A minor change to the definition of portable footpath signs is recommended to remove an anomaly in the existing provisions. This change has been made to the exhibited document and is included as an attachment to this report.

Recommendation (Pla 14)

1. That Council adopt the draft amendment to Development Control Plan No 36 with such amendments as outlined in this report.
2. That Council notify its decision in accordance with Clause 21 of the Environmental Planning and Assessment Regulation 2000.

Subject/File No: DRAFT LISMORE FLOODPLAIN RISK MANAGEMENT PLAN
(BB:MG:S107)

Prepared By: Bruce Blackford and Lindsay Walker

Reason: Preparation of draft Floodplain Risk Management Plan

Objective: Exhibition of draft Floodplain Risk Management Plan

Management Plan Activity: Floodplain Management/Strategic Planning

Background:

In accordance with the procedures set out in the Floodplain Development Manual, Lismore City Council resolved to form a Floodplain Management Committee in February, 1996.

This Committee undertook to prepare a Floodplain Management Plan for Lismore and to work in conjunction with the Lismore Levee Scheme Committee which was concurrently preparing a levee proposal to provide a 1 in 10 year level of protection to Central and South Lismore. The Floodplain Management Committee also accommodated the revised Floodplain Management Manual which was released by the New South Wales Government in January 2001.

The Committee undertook the following process in its review:

1. Flood Study Determines the nature and extent of the flood problem.
2. Floodplain Management Study Evaluates the management options for the floodplain in respect of both existing and proposed development.

The preceding work has led to the preparation of a draft Floodplain Risk Management Plan (see attached), being the third stage in the Floodplain Risk Management process outlined in the NSW Floodplain Management Manual. The draft Plan addresses issues such as flood warning and evacuation procedures, dissemination of flood information and public education strategies, and proposed development controls for the floodplain.

The fourth and final stage involves the implementation of the Plan. Prior to its implementation, submissions to the draft Plan should be invited through a public exhibition process before its final adoption by Council.

Planning Implications:

Council's current planning controls relating to development on the floodplain are expressed in the Lismore Local Environmental Plan (LEP) 2000 and Development Control Plan No 7 – Flood Prone Lands. Both documents are based upon flood hazard mapping prepared in the early 1980s.

Clause 22 of the LEP applies to development on flood affected land. It provides matters that the consent authority must consider when determining any application involving subdivision, or the erection or alteration of buildings, on flood affected land. It also restricts development on land that is located within a floodway or designated acquisition area. New residential development is prohibited in these areas. DCP No 7 identifies preferred land uses for various categories of flood affected land. It also nominates minimum floor levels for various forms of development located on flood affected land.

Lismore Floodplain Risk Management Plan

The use of fine scaled flood hazard modelling to define floodways and other areas of differing flood hazard was identified as a critical step in the preparation of a Floodplain Management Plan for Lismore. Such modelling was undertaken by Patterson, Briton & Partners in 2001. As a result of that process three (3) main categories of flood prone land have been identified for the purposes of guiding future land use on the floodplain. These are shown on the map that forms part of the draft Floodplain Risk Management Plan. The categories are:

- Floodway;
- High Flood Risk Area; and
- Flood Fringe Area.

Each category represents a different level of hazard in terms of the potential risks posed to human life and property. Consequently varying levels of restriction on new development are proposed for land within each of these categories. A description of the depth and/or velocity criteria that have been adopted for each category, together with the recommended controls on new development for those categories, are outlined as follows:

Floodway:

A depth greater than 0.5 metres and a velocity greater than or equal to 0.85 m/s.

High Flood Risk Area:

1. 0m to 0.5m deep with a velocity equal to or greater than 1 m/s;
2. 0.5m to 1.5m deep with a velocity equal to or greater than 0.5 m/s;
3. 1.0m to 1.5m deep with a velocity equal to or greater than 0.3 m/s;
4. 0.5m to 3.0m deep with a velocity x depth greater than 1.7;
5. Greater than 3.0m deep irrespective of velocity.

Flood Fringe Area:

This area is defined by the limit of the PMF water level contour but excludes land that falls within the Floodway or High Flood Risk Area categories.

The draft plan proposes a restriction on all new structures within the Floodway other than for the purposes of utility installations or community facilities. The defined Floodway area would also be the area within which the Voluntary Acquisition Scheme would apply. New residential development is prohibited in the High Flood Risk Area but commercial and industrial development is permissible subject to conditions. New residential, commercial and industrial development is permissible within Flood Fringe areas (subject to zoning restrictions) providing conditions listed in the Plan are satisfied.

Following Council's adoption of the Floodplain Risk Management Plan, the LEP and DCP No 7 will need to be amended to reflect the recommended controls outlined in the Plan.

Manager - Finance & Administration Comments

Not required

Public Consultations

The NSW Floodplain Management Manual does not stipulate a minimum period for the exhibition of Floodplain Risk Management Plans. Given the implications that such a Plan has for land use planning on the floodplain, it is recommended that the draft Plan be exhibited for a period of not less than two (2) months.

Other Group Comments

City Works (Bill Moorhouse)

Flooding is and has been a continuing problem for the development of Lismore. The detailed modelling of the floodplain and the new levee has allowed staff to come up with development solutions that are reasonable for a flood point of view while trying to keep existing viable residential areas intact and hopefully sustainable for many years to come.

Redevelopment of the area affected by floods is aimed at making the property secure from smaller floods and ensuring that if people are stranded in the buildings they have somewhere to safely wait out the flood.

The plan takes a practical approach to living with floods. I recommend it to Council.

Author's Response to Comments from Other Staff

Not required

Conclusion

The preparation of a Floodplain Risk Management Plan is an integral step in the implementation of the NSW Government's Flood Prone Land Policy as expressed through its Floodplain Management Manual. The primary purpose of such a Plan is the planning and management of land that is subject to varying degrees of flood risk. Adoption of the Plan will lead to changes to Council's planning instruments in terms of future development on the floodplain.

Recommendation (Pla 12)

That Council place the draft Floodplain Risk Management Plan on public exhibition for a period of two (2) months.

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Subject/File No: MISCELLANEOUS SECTION 356 COMMUNITY DONATIONS (S164)

Prepared By: Community Development & Project Officer - Tricia Shantz

Reason: Miscellaneous Section 356 Community Donations– Policy Guidelines

Objective: To inform Council of the Miscellaneous Community Donations Section 356 Funding for 2001/02

Management Plan Activity: Community Services

Background:

Council has allocated \$30,500 in its 2001/2002 budget for Miscellaneous Section 356 Community Donations. In accordance with Council policy, applications were sought from community groups and a total of twenty-seven (27) applications valuing \$48,750 were received.

The following projects received the most votes from Councillors:

1. Interchange	\$1,950
2. Eltham Sport & Recreation Committee Inc.	\$1,860
3. Deaf Community Association	\$2,200
4. Clunes Community Preschool	\$2,200
5. The Channon Trust (Youth Group Project)	\$2,200
6. Integrated Community Services	\$2,200
7. Lismore Community Toy Library	\$2,000
8. Lismore State of Emergency Service	\$2,200
9. YWCA	\$1,500
10. Richmond River Clay Target Club	\$2,200
11. Lismore Rural Fire Service	\$2,200
12. Lismore Folk Trust Inc.	\$2,000
13. Rotary Clubs of Lismore & Lismore Central	\$2,200

Sub-total **\$26,910**

The next three projects each received six votes. There is an amount of \$3,590 remaining to be allocated.

14. Kurachee Aboriginal Co-operative **\$2,200**

To purchase resources to improve the marketing skills of their participants in the Lismore CDEP group. The group has developed an arts and clothing line for sale. For this to succeed people need to be trained in marketing of these products. The funds would be used to purchase a TV, Video and Training Resources to train CDEP participants in marketing skills. CDEP is a joint initiative between Centrelink and ATSIC to encourage and support Aboriginal participants into full time employment and training programs.

15. Ausdance NSW – Northern Rivers Dance Action **\$2,200**

Funds are requested to undertake a series of movement workshops for the local communities, to develop dance activity across generations, celebrate village communities and local village halls, which are unique to this area. Four halls and their population centres: Repentance Creek Hall, Clunes Coronation Hall, The Channon Public Hall and Wyrallah Public Hall. A range of ages, parents and children exploring generational bonds will benefit. The end of the project will culminate in a performance showing to the rest of the community and other invited workshop groups.

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Miscellaneous S356 Donations

16. Lismore Challenge Ltd.

\$2,200

Funds will go towards improving access to their Caldwell Avenue site by replacing the driveway. The current driveway is in a bad state of repair making access for people with mobility difficulties awkward and dangerous. The project is costing \$23,000. The group has raised \$18,000 so far. There is no state or federal funding for such a project.

There are a few options available to Councillors. These are:

1. Divide the remaining funds evenly between the two projects. This would allow \$1,197 per project and expend all funds.
2. Fund one project only for the amount requested and divide the remaining funds between the other two projects. This would allow an amount of \$695 for these two projects.
3. Fund one project only for the amount requested and hold the remaining funds over to meet unexpected requests for Community Donations, to a maximum of \$200 each for the remainder of this financial year. The remaining amount would be \$1,390.

Manager - Finance & Administration Comments

This is in accordance with the 2001/2002 budget.

Public Consultations

N/A

Other Group Comments

N/A

Author's Response to Comments from Other Staff

N/A

Recommendation (COR)

- 1 That the 2001/2002 miscellaneous Section 356 donations be provided to the following fourteen (13) projects:-

1. Interchange	\$1,950
2. Eltham Sport & Recreation Committee Inc.	\$1,860
3. Deaf Community Association	\$2,200
4. Clunes Community Preschool	\$2,200
5. The Channon Trust (Youth Group Project)	\$2,200
6. Integrated Community Services	\$2,200
7. Lismore Community Toy Library	\$2,000
8. Lismore State of Emergency Service	\$2,200
9. YWCA	\$1,500
10. Richmond River Clay Target Club	\$2,200
11. Lismore Rural Fire Service	\$2,200
12. Lismore Folk Trust Inc.	\$2,000
13. Rotary Clubs of Lismore & Lismore Central	\$2,200

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Miscellaneous S356 Donations

2 That the following three (3) projects each be allocated \$1,197:

Kurachee Aboriginal Co-operative
Ausdance NSW – Northern Rivers Dance Action
Lismore Challenge Ltd

Subject/File No: LAURIE ALLAN CENTRE RENTAL INCOMES
(P15856)

Prepared By: Contracts Officer – Chris Allison

Reason: To inform Council of a request to waiving rental paid by the Westpac Life Saver Rescue Helicopter for the hire of the Laurie Allan Centre

Objective: To inform Council of the effects of loss of income

Management Plan Activity: Client Services

Background:

The Laurie Allan Centre has been leased to Westpac Life Saver Rescue Helicopter since 1993 for use on Saturday evenings to conduct Housie, an important fund raising activity run by the service. Under the terms of the current lease, this will contribute approximately \$3,600 (\$3,495 including GST) towards revenue received for the Laurie Allan Centre for the 2001/2002 financial year.

Under the terms of their operating licence from the Department of Gaming, the Westpac Life Saver Rescue Helicopter are required to keep expenditure below 12.5% of gross income and due to increasing costs it is proving difficult for the service to meet these requirements in order to maintain their licence. Therefore in an effort to reduce operating costs the Westpac Life Saver Rescue Helicopter recently requested a waiver of the weekly rental on the Laurie Allan Centre.

This request is reasonable as the service offered by the Helicopter Services benefits the whole community, however there is an increased demand for funding to continue the maintenance of the Laurie Allan Centre due to the age of the building and the location.

Currently Council budgets for an annual income of \$12,800 with an annual expenditure of \$16,400. The GST exclusive (\$3,177) income received from the helicopter service accounts for 25% of the annual income generated for the building and if the rental were waived, the increased cost to Council based on this years budget would be \$3,177.

It should be further noted that the Senior Citizens Club also uses the Laurie Allan Centre and it is expected that any waiver of fees for the helicopter rescue would also be sought by the Senior Citizens Club, as the rental charged to the Senior Citizens has been an issue for some time. Currently the Senior Citizens pay a weekly rental of \$79.20 per week, which amounts to an annual income of \$3,801.60 (excluding GST \$3,456). Council currently contributes \$1,500 to the Lismore Senior Citizens, which is used to offset the rental charge for the Laurie Allan Centre. If both groups received a waiver of fees the total increased cost to Council would be \$6,633.

Manager – Finance & Administration Comments

The reduction of the rental charge for the Westpac Life Saver Rescue Helicopter from \$69.90 to \$50.00 per week will result in the deficit for operating the Laurie Allan Centre to increase by approximately \$900 per annum. While this is not significant, Council needs to be mindful of any precedent that a reduction in rental charges might create for other rental arrangements.

On reviewing the Laurie Allan Centre budget, it is not possible to fund the \$900 by reducing operating expenses as the budget is extremely tight and as you can appreciate, there is an increasing maintenance demand for this facility. As such, if Council adopts the recommendation, then it is suggested that the Working Funds Surplus be reduced by \$900 to \$29,100.

Public Consultations

Not required.

Other Group Comments

Not required.

Conclusion

The Westpac Life Saver Rescue Helicopter provide a very valuable service to the whole of the Northern Rivers community and have been supported by Council in a number of ways over the years. As previously indicated, this request is reasonable given the importance of the service to the community. The greater implications of granting this request is the direct impact on the operational budget of the Laurie Allan Centre and the expected request from the Senior Citizens for a similar waiver of rental. To lessen the impact on the budget, staff are proposing that rather than waiver the entire rental charge that Council agree to a reduced rental of \$50.00 per week for the Westpac Life Saver Rescue Helicopter. Staff sees the setting of the fee to \$50.00 per week as a compromise to the situation and is not based on a percentage reduction.

With regard to the Senior Citizens Club, their use of the facility is far greater than Westpac Life Saver Rescue Helicopter, normally four mornings a week and it is proposed that no reduction in the weekly rent be considered should Council be approached with a similar request, as a result on reducing the rent paid by the Westpac Life Saver Rescue Helicopter.

Recommendation – GM25

1. That the weekly rental paid by the Westpac Life Saver Rescue Helicopter for the 2001/2002 period be set at \$50.00 per week.
2. That the rental paid by the Senior Citizens Club be maintained at the present rate of \$79.20 per week for the 2001/2002 period.
3. The funding of the rental charge reduction of \$900 be from the working fund surplus.

Subject/File No: COUNCILLORS' EXPENSES AND FACILITIES POLICY (S9)

Prepared By: Administrative Services Manager – Graeme Wilson

Reason: Close of exhibition period

Objective: To adopt the revised policy

Management Plan Activity:

Background:

At its meeting held on June 12, 2001 Council considered a report on amending its Expenses & Facilities Policy. The amendments revolved around interstate and overseas travel.

The proposed amendments were to be achieved by:

- a) Deleting the third and fourth paragraph under the heading **Policy – Interstate Travel.**
- b) Inserting a new third paragraph *“Where the cost of the travel is not expected to exceed \$1,500 for transport, accommodation, registration and out of pocket expenses per person, attendance can be by self nomination in accordance with the guidelines of Policy 1.2.2.”*
- c) Inserting a new fourth paragraph *“The General Manager will report details of councillor interstate travel following the completion of the travel, on a regular basis.”*
- d) Amending the amount in the fifth paragraph to \$1,500.

The proposed amendments were placed on public exhibition and an invitation for submissions was extended. No submissions were received.

Manager - Finance & Administration Comments

Not required

Public Consultations

The proposed amendments were placed on public exhibition.

Other Group Comments

Not required.

Author's Response to Comments from Other Staff

Not applicable.

Recommendation (COR31)

That the amendments to the Councillors' Expenses and Facilities Policy, as publicly exhibited, be adopted.

Subject/File No: 2001 ANNUAL LOCAL GOVERNMENT ASSOCIATION CONFERENCE (S569)

Prepared By: Administrative Services Manager – Graeme Wilson

Reason: Request from Association

Objective: To determine delegates, observers and motions

Management Plan Activity:

Background:

The 2001 Annual Local Government Association Conference will be held in Wollongong from October 27-31, 2001. This is the prime policy making forum of the Association and it is in Council's interest to be represented.

Delegates/Observers:

Council is entitled to send 3 voting delegates and as many observers as it requires. Council policy No. 1.2.1 states that *"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"*. The General Manager has indicated that he will not be attending the conference.

Council should note that we have two councillors on the executive, being Councillors Gallen and Irwin. These two councillors are entitled to vote at the conference in addition to our three delegates. The down side is we have to meet the cost of these two councillors attending the conference.

Council will need to determine at this meeting its voting delegates and any observers it wishes to attend.

Motions for the Conference:

In this regard, the Association has provided the following advice:

"Motions should seek to alter existing policy, add new elements to the policy or to delete elements of the policy.

Motions seeking to vary existing policy or to address new or emerging policy issues will be classified as Category One and scheduled for debate at conference.

To guide this process, a copy of the Association's current policy statements (as published in the 2000 conference decisions book) is enclosed. Policy statements will not be discussed during the course of debate, except by way of motions which propose specific amendments.

Motions reaffirming existing policy, or calling for actions to be taken within existing policy, will be classified as Category Two.

Motions in Category Two will be included in the conference business paper and may be individually brought forward to be debated with the agreement of conference. Otherwise, they will be referred to the Executive of the Association for consideration. Where appropriate, some may be actioned prior to conference."

LISMORE CITY COUNCIL - Meeting held August 14, 2001

2001 Annual Local Government Association Conference

As the deadline for the receipt of motions by the Association is 31/8/01, should Council wish to submit a motion it needs to be determined at this meeting.

Manager - Finance & Administration Comments

Not required

Public Consultations

Not required

Other Group Comments

Not required

Author's Response to Comments from Other Staff

N/A

Recommendation (COR30)

- 1 That the Mayor and Councillors _____ & _____
attend the conference as voting delegates with Councillors _____
attending as observers.
- 2 That Council submit the following motions to the Conference:

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Subject/File No: JUNE 2001 QUARTERLY BUDGET REVIEW STATEMENT
(GB: S755)

Prepared By: Principal Accountant – Gary Boyd

Reason: Clause 7, Local Government (Financial Management) Regulations 1993

Objective: To gain Council's approval to amend the 2000/01 budget to reflect actual or anticipated results.

Management Plan Activity: N/A

Background

The Local Government Act 1993 (LGA) requires the annual budget to be reviewed on a quarterly basis and any significant variances to be reported to Council. This report satisfies the LGA's requirements.

The purpose of this review is to give Council an indication of the final working fund result for 2000/01. At this point in time, the completion and audit of the Financial Statements is still some five weeks away. Whilst I am confident that there is unlikely to be a significant change in the reported working funds position, it should be acknowledged that the figures stated in this report are "indicative" only.

As distinct from previous reviews, this review has been completed at program level and only significant variances have been reported. A more informative report will be provided as part of the Financial Statements.

The pleasing aspect of this review is that an operating surplus from a working funds perspective for general fund has been maintained. This has been primarily achieved due to budget managers working within their budget limitations, which, in itself is a major accomplishment. To complement this, expenses for which we can only exert limited control, such as legal expenses and general insurances have not exceeded budgeted amounts.

General Fund

The 2000/01 Management Plan provided for a working fund surplus of \$35,500. The September review amended the result to a working fund surplus of \$32,100. The December review reported a slight increase in the surplus of \$700 to \$32,800. The March review showed another small surplus of \$2,500, to \$35,300. This review has not amended the budget surplus due to there not being any expected significant changes at the time of writing this report.

For Council's information, listed below are the details of the activities with significant variances.

Corporate Management

Savings in salaries, primarily due to the position of Group Manager – Planning and Development not being occupied for the full year have been transferred to the Environmental Health, \$25,000 and Building Control, \$16,000 programs to cover an underestimated salary cost in these areas.

Community Services

The Masters Games income and expenditure budgets have been adjusted for actual amounts received and spent, with the balance of \$48,000 net income transferred to reserves for use in the 2001/2002 financial year.

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June 2001 Quarterly Budget Review Statement

Environmental Health

The final instalment of the On-site Sewage Management Grant has been received, \$14,400. A corresponding expense line item has been increased for the expenditure of these funds.

Waste Minimisation

The construction of the drop off centre at the Wyrallah Road Waste Facility has now been finalised. This project commenced in 1998/99 with a total cost of \$125,000. Grant funding from the Environmental Protection Authority (EPA) was received totalling \$92,000. The balance was originally to come from the Waste Facility and the Waste Minimisation program on a 50%/50% basis. However, it has been agreed to fully fund the balance of \$33,000 from the Waste Facility reserve. Consequently a transfer back to Waste Minimisation reserves has been made to reflect this programs funding in the previous financial year. Further budget adjustments showing the capital grant received, asset and reserve movements to reflect actuals are shown under the Waste program shown in Attachment A.

Parks and Recreation

Stage One of Kadina Park has been withdrawn from the 2000/2001 budget, as work was not started this year. A total of \$32,000 from the project budget of \$65,000 has been reserved for use in future years.

Similarly, the Lismore Lake Remediation budget has been reversed with a total of \$48,400 being available for use in 2001/2002.

Funding from the Department of Public Works and Services for the emergency flood works Lismore experienced in February and March has been included in this review. A total of \$150,300 is expected for expenditure already incurred. The majority of this expenditure, \$140,400 was incurred by the Parks program, hence the income budget has been shown under this program and all expenditure budgets have been adjusted accordingly.

Enforcement

The Roads and Traffic Authority (RTA) has provided an additional \$25,400 to the Road Safety program for projects. Revenue and expense budgets have been adjusted accordingly.

Emergency Services

The RTA has provided \$25,000 for the purchase of a pump for the Hollingsworth Creek Bridge. Revenue and expense budgets have been adjusted accordingly. There is funding in the 2001/2002 budget for completion of this project.

Urban Roads

The capital works program for urban roads has been adjusted in accordance with the most recent Roads Advisory Committee recommendations. This has resulted in the urban roads capital works program being increased by \$156,000 and the rural roads program being reduced by the same amount.

The RTA has again provided additional funding for Bus Shelter works, \$42,000 and for a cycleway at Military Road and Walker Street, \$36,700.

Rural Roads

The Federal Governments Roads to Recovery program has been adjusted to reflect actual amounts received and spent to June 30, 2001. Council has received \$286,000 and spent \$159,300. The balance of \$126,700 has been transferred to the unexpended grants reserve and will be carried forward to 2001/2002. In addition, the amount of \$115,600 not claimed in 2000/2001 will be included in the 2001/2002 budget through the quarterly budget review.

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June 2001 Quarterly Budget Review Statement

An amount of \$70,100 in Section 94 levies has been utilised on road works to balance budgets this year. This is in accordance with the Section 94 Plan and funds have been allocated to the rural roads and RTA programs with the income being shown under the rural roads program.

RTA Works

Further significant changes to the program of works as approved by the RTA have been incorporated into the current budget. This has resulted in an increase in funds received of \$1,982,300 across a variety of programs and a corresponding increase in expenditure line items.

A breakdown of this figure includes an additional \$950,000 in the restoration program with major rehabilitation being undertaken on Ballina Road between Wyrallah Road and Dawson Street, \$510,000 and again on Ballina Road between Keen and Molesworth Streets, \$200,000.

A further \$339,000 has been received under the ordered works program, which primarily relates to heavy patching and resealing on the state roads.

The emergency works funding component of the February and March floods have been received. In total Council received \$858,000 for expenditure incurred on emergency road works. An additional \$1,135,000 is included in the 2001/2002 budget for restoration works on all local, regional and state roads.

Economic Development Unit

A \$35,000 payment under Council's Economic Incentives Policy has been made for development fees relating to the expansion of the Macadamia Processing Plant situated at Alphasdale. This was funded from the reserve set up for this purpose.

Water and Sewerage Funds

A balanced budget position has been maintained in both funds to June 30, 2001.

Manager - Finance & Administration Comments

Included in the body of the report.

Public Consultations

Not required.

Other Group Comments

Not requested.

Author's Response to Comments from Other Staff

Not applicable.

Conclusion

Change in Net Assets

The 2000/01 Management Plan showed a surplus in the "Change in Net Assets" of \$1,680,000. Based on the quarterly reviews for 2000/2001 this amount has been reduced by \$180,000 to \$1,500,000.

It should be noted that this amount reflects the estimated increase in net assets held under the Council's control for this year. It does not reflect in any way the Council cash or liquidity position.

Recommendation

1. Council adopt the June 2001 Budget Review Statement for General, Water and Sewerage Funds.
2. This information be submitted to Council's Auditor.

Subject/File No: MANAGEMENT PLAN 2000 – 2001
QUARTERLY REVIEW FOR PERIOD ENDING JUNE 2001
(S4)

Prepared By: Corporate Development Officer

Reason: Requirement of the Local Government Act

Objective: Inform Council of the Progress this Quarter

Management Plan Activity:

Background:

Council is required under Clause 407 (1) of the Local Government Act, 1993 to periodically report on the performance set by the Management Plan.

The following information relates to the performance of programmes and activities highlighted in the Plan for completion during the quarter ended June 2001.

Recommendation:

That the report be received and content noted and further staff be commended on their performance during the period.

LISMORE CITY COUNCIL - Management Plan Review - Quarter ending June 2001

Programme Name: **General Manager's Office**

Strategic Plan Link: 1.5

Programme Owner: **Ken Gainger**

Group: **General Manager's Office**

Purpose: To manage the organisation effectively and efficiently

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
To ensure compliance with Council's Strategic Plan / Management Plan objectives	<ul style="list-style-type: none"> Monitor performance against the plans and report outcomes to Council 	<ul style="list-style-type: none"> Report to Council in February, May, August and November in accordance with Local Government Act 	<ul style="list-style-type: none"> <i>This Quarterly Report is the final for the 2000 / 2001 Management Plan.</i> <i>Quarterly progress reports were presented to Council in accordance with the requirements of the Act.</i>
Employ Quality Management principles of continuous improvement	<ul style="list-style-type: none"> Initiate a progressive efficiency audit of Council's operations 	<ul style="list-style-type: none"> Regular reports to Management Group 	<ul style="list-style-type: none"> <i>Monthly meetings are held with each Group Manager to consider current performances and planning future direction.</i>

Programme Name: **General Manager's Office / Communications and Marketing**

Purpose: To ensure Council 's services are responsive to community needs and expectations

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Community reporting	<ul style="list-style-type: none"> Prepare and distribute six (6) editions of 'Community Link' Prepare media releases and monitor media reports 	<ul style="list-style-type: none"> Publication dates: February, April, June, August, October, December Monitor daily and report quarterly 	<ul style="list-style-type: none"> <i>15,000 copies of the June edition of 'Community Link' was distributed to ratepayers</i> <i>47 media releases were prepared during the quarter with 96% of releases being reported.</i>

Programme Name: **Human Resources Management**

Strategic Plan Link: 1.2

Programme Owner: **Isabel Perdriau**

Group: **General Manager's Office**

Purpose: To provide a range of human resource systems and services

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Ensure LCC Workforce has the capacity to remain competitive	<ul style="list-style-type: none"> Introduce Workplace Agreements with flexible work provisions Monitor and review trial of team based structures 	<ul style="list-style-type: none"> Ongoing as identified Dependent on resources 	<ul style="list-style-type: none"> <i>Explored options to assist staff to manage responsibilities and achieve Council's objectives within a more flexible working arrangement.</i> <i>Responded on a needs basis where team structure appropriate to work section and Council environment.</i>

LISMORE CITY COUNCIL - Management Plan Review - Quarter ending June 2001

Programme Name: **Financial Services** Strategic Plan Link: 1.5 Programme Owner: **Rino Santin** Group: **Corporate and Community Services**

Purpose: To provide sound financial management

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Manage the effective and efficient utilisation of financial resources	<ul style="list-style-type: none"> Levy rates and charges as required by legislation Complete statutory reports within legislative guidelines Prepare Council's Purchasing Procedures 	<ul style="list-style-type: none"> Issue initial levy July and instalments at 3 month intervals Quarterly Budgets – August November, February and May Adopt formal procedure 	<ul style="list-style-type: none"> All instalment notices issued in accordance with legislation. All reports submitted and adopted by Council in accordance with legislation. Purchasing Procedure adopted by MGM in May 2001

Programme Name: **Information Services** Strategic Plan Link: 1.4 Programme Owner: Vacant Group: **Corporate and Community Services**

Purpose: To provide corporate computing services direction and operational support covering data management and retrieval, consultation and training and geographic information services (GIS)

Goals/Objectives to be achieved	Actions Planned	Quarterly Targets	Progress this Quarter
Implement and consolidate improvements to IT service provision and IT governance	<ul style="list-style-type: none"> Seek joint venture opportunities 	<ul style="list-style-type: none"> Complete June 	<ul style="list-style-type: none"> Included in IT Strategic Plan adopted by Council June 26, 2001.
Improve administrative efficiency	<ul style="list-style-type: none"> Identify and implement business process improvements 	<ul style="list-style-type: none"> Complete June 2001 	<ul style="list-style-type: none"> Included in IT Strategic Plan adopted by Council June 26, 2001. Focus Groups formulated Complaint system investigation & report.
Investigate and implement Internet/Intranet solutions	<ul style="list-style-type: none"> Participate investigating Internet joint venture opportunities with LGSA, Norlink, Voluntary Structural Reform program and other future programs Implement Intranet solutions 	<ul style="list-style-type: none"> Complete June 2001 Complete June 2001 	<ul style="list-style-type: none"> Affected by change in IT Manager area (refer to IT Strategic Plan) All solutions acted on. No new initiatives brought to our attention.

LISMORE CITY COUNCIL - Management Plan Review - Quarter ending June 2001

Programme Name: **Community Services**

Strategic Plan Link: 5, 8

Programme Owner: Vacant

Group: **Corporate and Community Services**

Purpose: To facilitate the provision of community services that support the social and recreational needs of the community

Goals/Objectives to be achieved	Actions Planned	Quarterly Targets	Progress this Quarter
Provide a range of quality Council sponsored community services including Aboriginal, community development, recreation, cultural, library and child care services	<ul style="list-style-type: none"> • Manage and co-ordinate activities to ensure high level of service 	<ul style="list-style-type: none"> • On-going 	<ul style="list-style-type: none"> • <i>Community Visioning and Planning Day held at The Channon attended by 50 people with community action plans created for safety, young peoples needs, environment and tourism concerns</i> • <i>Input to Shelter NSW Housing consultation</i> • <i>Establishment of Lismore Local Committee and local priorities for the Community Development Support and Expenditure Scheme</i> • <i>Input to Partnerships Against Violence Consultation</i> • <i>Facilitation of Regional Interagency</i> • <i>Information session for Year 1 TAFE Welfare students</i> • <i>Successful media campaign, " Domestic Violence hurts kids too!" for Kids Really Count</i> • <i>Sponsorship and co-ordination of seminar and visit by Assoc Prof Ruth Busch to coincide with National Stop Domestic Violence Week</i> • <i>Lismore Interagency co-ordinated a meeting of service providers with Centrelink to look at breaching of clients</i> • <i>Annual General Meeting of the Access Committee</i> • <i>Submission to the Dept. of Local Government on their review of Social Planning Guidelines</i>
Ensure efficient and effective use of all community land under Council control	<ul style="list-style-type: none"> • Complete Plans of Management in accordance with the Act • Involve all stakeholders in planning 	<ul style="list-style-type: none"> • Minimum 2 Plans per year by December and June 	<ul style="list-style-type: none"> • <i>Plan of Management for Lismore Lake adopted by Council.</i> • <i>Lismore Lake plan reflects results of consultation with stakeholders and general community.</i> • <i>Monthly meetings held, minutes taken and actions implemented.</i>
Ensure the needs of Lismore's youth are met	<ul style="list-style-type: none"> • Co-ordinate Youth Week Activities 	<ul style="list-style-type: none"> • Conduct Youth Week in April each year 	<ul style="list-style-type: none"> • <i>Successful Youth Week events conducted</i>

LISMORE CITY COUNCIL - Management Plan Review - Quarter ending June 2001

Programme Name: **Gingerbread House** Strategic Plan Link: 5 Programme Owner: **Mary Klich** Group: **Corporate and Community Services**

Purpose: To provide high quality and affordable occasional childcare

Goals/Objectives to be achieved	Actions Planned	Quarterly Targets	Progress this Quarter
Maintain and increase patronage rate of the centre and encourage community involvement in the centre	<ul style="list-style-type: none"> Implement strategies as per Marketing Plan Promote community use of the Centre outside operating hours 	<ul style="list-style-type: none"> In accordance with Plan Promotional activities planned for Sept and May 	<ul style="list-style-type: none"> We have increased the percentage rate of the centre. In June it was well above the target for our budget. We ensure liaison with other agencies and in July are setting up a display in Lismore Square to target those families who have not used the service so far. The East Lismore Playgroup continues to use the centre two half days a week. At this stage we have not found other community groups interested in renting the premises outside operating hours.

Programme Name: **Outside School Hour Care** Strategic Plan Link: 8 Programme Owner: **Angie Bruggy** Group: **Corporate and Community Services**

Purpose: To provide a high standard of affordable childcare before and after school

Goals/Objectives to be achieved	Actions Planned	Quarterly Targets	Progress this Quarter
Develop, encourage and monitor children's academic, physical and social development	<ul style="list-style-type: none"> Introduce individual progress reports for children 	<ul style="list-style-type: none"> Monthly reports 	<ul style="list-style-type: none"> Child evaluation reports are being compiled with the needs of the individual child being taken into account. This objective is an ongoing action.
Provide staff training opportunities / services	<ul style="list-style-type: none"> Computerise service 	<ul style="list-style-type: none"> Completed June 2001 	<ul style="list-style-type: none"> The centre has been computerised for some time now with fine-tuning still taking place.

Programme Name: **Environmental Health** Strategic Plan Link: 6 Programme Owner: **Matthew Kelly** Group: **Planning and Development**

Purpose: To provide environmental health and intervention services that benefit the natural and built environments

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Implement environmental health statutes, develop implement and evaluate policies and guidelines	<ul style="list-style-type: none"> Conduct customer surveys Develop customer surveys (internal and external) 	<ul style="list-style-type: none"> Review feedback annually - June 	<ul style="list-style-type: none"> Community involvement continues to be actively pursued. Customer surveys under review

LISMORE CITY COUNCIL - Management Plan Review - Quarter ending June 2001

Programme Name: **Environmental Strategies** Strategic Plan Link: 6 Programme Owner: **Matthew Kelly** Group: **Planning and Development**

Purpose: To develop a strategic framework for efficient and environmentally responsible management, control and minimisation of waste

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this quarter
Develop and implement and evaluate waste strategies, policies, systems and services	<ul style="list-style-type: none"> Participate in Community Waste Reduction Grants Programme 	<ul style="list-style-type: none"> Complete grant applications by April 	<ul style="list-style-type: none"> Grant application submitted and awaiting response.

Programme Name: **Planning Services** Strategic Plan Link: 4.1 Programme Owner: **Helen Manning** Group: **Planning and Development**

Purpose: To provide a comprehensive and up-to-date planning framework to satisfy State Government requirements Council and community needs in regards to landuse planning principles, and enforcement of environmental planning instruments

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Review strategies and planning controls	<ul style="list-style-type: none"> Annual review of LEP Review village DCPs 	<ul style="list-style-type: none"> Complete June 2001 Complete June 2001 	<ul style="list-style-type: none"> Exhibition completed by June and amended draft plan adopted by Council on 12 July. Project requires resolution of effluent disposal options at Clunes, which has not occurred to date.
Provide timely and accurate response to associated correspondence and public enquiries	<ul style="list-style-type: none"> Promote Development Control Unit (DCU) as an appropriate forum for development discussion 	<ul style="list-style-type: none"> Regular development forums 	<ul style="list-style-type: none"> Major developers invited and encouraged to attend DAP for pre-lodgement advice.
Provide professional planning advisory services	<ul style="list-style-type: none"> Encourage pre-development liaison 	<ul style="list-style-type: none"> Regular staff liaison meetings 	<ul style="list-style-type: none"> Informal project teams formed for pre-lodgement advice on major developments
Land and Environment Court Appeals	<ul style="list-style-type: none"> Professional assistance to Council's legal advisors Represent Council in court 	<ul style="list-style-type: none"> Quarterly reporting 	<ul style="list-style-type: none"> Status of court actions reported regularly to MGM. Council represented in Court as required.
Mediation action	<ul style="list-style-type: none"> Promote, provide and participate in mediation process 	<ul style="list-style-type: none"> Report quarterly on activities 	<ul style="list-style-type: none"> One mediation session organised, but DA withdrawn
Quarry monitoring	<ul style="list-style-type: none"> Administer monitoring process Maintain database of quarry operations for the area 	<ul style="list-style-type: none"> Quarterly quarry returns Annual monitoring 	<ul style="list-style-type: none"> Returns received. Data base under preparation as resources and other priorities permit.
Customer Service	<ul style="list-style-type: none"> Distribute customer feedback forms with consents Implement improvements based on feedback 	<ul style="list-style-type: none"> Assess Survey - quarterly Ongoing 	<ul style="list-style-type: none"> Feedback forms distributed, but returns are numerically insignificant.

LISMORE CITY COUNCIL - Management Plan Review - Quarter ending June 2001

Programme Name: **Building and Regulation**

Strategic Plan Link: 4.1

Programme Owner: **Peter Craig**

Group: **Planning and Development**

Purpose: To provide building development, fire safety and other approvals that comply with relevant legislation and to provide a degree of enforcement in relation to regulatory matters commensurate with community expectations

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Maintain required level of enforcement of the various Acts, Statutes, Codes and local approvals policies	<ul style="list-style-type: none"> Review policies and procedures Evaluate legislative changes 	<ul style="list-style-type: none"> Annually Ongoing 	<ul style="list-style-type: none"> <i>Demands are being met in this area.</i>
Ensure property and building owners provide annual Fire Safety Certificates - both private and public	<ul style="list-style-type: none"> Audit of premises 	<ul style="list-style-type: none"> Annual audit by June 	<ul style="list-style-type: none"> <i>All mailouts for the first six months of this year are complete, and we are now receiving and sorting responses.</i>
Maintain standards for caravan parks	<ul style="list-style-type: none"> Audit facilities / premises 	<ul style="list-style-type: none"> Annual audit by June 	<ul style="list-style-type: none"> <i>Completed.</i>
Customer Surveys / Education	<ul style="list-style-type: none"> Conduct surveys Co-ordinate / host builder / consultant forums Produce industry newsletter 	<ul style="list-style-type: none"> Annually As appropriate - need arises As appropriate - need arises 	<ul style="list-style-type: none"> <i>Specific customer survey of every D.A./Const. Cert. dealt with is continuing.</i> <i>Neither necessary this quarter.</i>

Programme Name: **Traffic, Enforcement and Lighting**

Strategic Plan Link: 3.1, 3.2

Programme Owner: **Bill MacDonald**

Group: **City Works**

Purpose: To: enforce State legislation relating to parking and dog control, to maintain and upgrade street lighting and to manage traffic/transportation needs

Goals/Objectives to be achieved	Actions Planned	Quarterly Targets	Progress this Quarter
Control and regulate parking under Council jurisdiction	<ul style="list-style-type: none"> Introduce paid parking in Rowing Club Carpark 	<ul style="list-style-type: none"> Complete by June 2001 	<ul style="list-style-type: none"> <i>Paid parking has been introduced in the Rowing Club Carpark</i>
Improve road safety throughout the area	Develop a road safety strategic plan aligned with related Council strategies, plans and programmes	Complete Plan by June	<ul style="list-style-type: none"> <i>Action plan for 2001/2002 has been completed and submitted to the RTA for approval</i>
City Safe Programme	Identify deficient areas and install additional cameras	<ul style="list-style-type: none"> Complete by June 	<ul style="list-style-type: none"> <i>Deficient areas have been identified and Telstra has been requested to proceed with the extension of the Optic Fibre to the five additional locations.</i> <i>Camera installation will be staged depending on availability of funding.</i>

LISMORE CITY COUNCIL - Management Plan Review - Quarter ending June 2001

Programme Name: **Bridges** Strategic Plan Link: 3.2 Programme Owner: **Charles Mitchell** Group: **City Works**

Purpose: To construct and maintain bridges to a safe, trafficable standard

Goals/Objectives to be achieved	Actions Planned	Quarterly Targets	Progress this Quarter
Maintain bridges	<ul style="list-style-type: none"> Implement inspection schedule 	<ul style="list-style-type: none"> Works programme for 2000/01 Numulgi Ck Bridge Sheehan Rd Bridge Fernside Bridge Seccombe Bridge 	<ul style="list-style-type: none"> 100% complete Maintenance for these bridges completed on a staged works programme
Bridge Construction	<ul style="list-style-type: none"> Develop plans and construction specifications 	<ul style="list-style-type: none"> Works programme Davis Bridge Boatharbour Rd Bridge 	<ul style="list-style-type: none"> Completed Construction specifications and plan completed.

Programme Name: **Parks and Recreation** Strategic Plan Link: 7 Programme Owner: **Neil Moreton** Group: **City Works**

Purpose: To provide, maintain and preserve passive and recreational parks and facilities, streetscapes and public conveniences

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Present playing surfaces in a high standard by developing and improving sportsgrounds.	<ul style="list-style-type: none"> Research and develop a 'Ground Renovation Plan' 	<ul style="list-style-type: none"> Complete by June 2001. 	<ul style="list-style-type: none"> Topdressing program developed.

Programme Name: **Roads / Urban** Strategic Plan Link: 3.2 Programme Owner: **Garry Hemsworth** Group: **City Works**

Purpose: To construct and maintain roads to a safe, trafficable standard and drainage structures, footpaths, street lighting and kerb and gutter within the urban area

Goals/Objectives to be achieved	Actions Planned	Quarterly Targets	Progress this Quarter
Maintain urban roads to standard where the full design life is obtained	<ul style="list-style-type: none"> Determine yearly output for each activity Set agreed service levels 	<ul style="list-style-type: none"> Update Yearly Maintenance schedule June 	<ul style="list-style-type: none"> Output and service levels determined.
Bitumen Reseal 5% of Urban Network each year	<ul style="list-style-type: none"> Develop a systematic reseal programme which together with visual inspections allows optimal use of resealing funds 	<ul style="list-style-type: none"> Update Yearly reseal programme June 	<ul style="list-style-type: none"> Reseal programme completed
Reconstruct Road Network as per works schedule	<ul style="list-style-type: none"> Reconstruction of 1.2 - 1.6 km of road per year 	<ul style="list-style-type: none"> Update Yearly reconstruction programme June 	<ul style="list-style-type: none"> Approximately 1.2 km of road reconstructed.
Maintain concrete, bitumen and grassed footpaths	<ul style="list-style-type: none"> Undertake repairs to concrete and bitumen footpaths Undertake scheduled slashing of grass footpaths in agreed locations 	<ul style="list-style-type: none"> Update Yearly maintenance schedule June 	<ul style="list-style-type: none"> Repairs undertaken within budget limitations. Slashing of grass transferred to Parks and Recreation who in turn undertook works in accordance with the scheduled programme.

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Programme Name: **Roads / Rural**

Strategic Plan Link: 3.2

Programme Owner: **Darren Patch**

Group: **City Works**

Purpose: To reconstruct and maintain rural roads to a safe, trafficable standard

Goals/Objectives to be achieved	Actions Planned	Quarterly Targets	Progress this Quarter
Maintain rural roads to a standard where the full design life is obtained	<ul style="list-style-type: none"> Determine yearly output for each activity Set agreed service levels 	<ul style="list-style-type: none"> Update Yearly maintenance schedules June 	<ul style="list-style-type: none"> <i>Output and service levels determined.</i>
Bitumen Reseal 10% of Rural Network each year	<ul style="list-style-type: none"> Develop a systematic reseal programme which together with visual inspections allows optimal use of resealing funds 	<ul style="list-style-type: none"> Update Yearly reseal programme June 	<ul style="list-style-type: none"> <i>Reseal programme completed.</i>
Reconstruct Road Network as per works schedule	<ul style="list-style-type: none"> Reconstruction of 4.8 - 5.2 km of road per year 	<ul style="list-style-type: none"> Update Yearly reconstruction programme June 	<ul style="list-style-type: none"> <i>Approximately 7.5 km reconstructed.</i>
Maintain rural gravel roads in accordance with Council Policy	<ul style="list-style-type: none"> Undertake grading in accordance with schedule 	<ul style="list-style-type: none"> Update Yearly Grading Programme June 	<ul style="list-style-type: none"> <i>Grading programme affected by flood events in February and March 2001.</i>

Programme Name: **RTA Works**

Strategic Plan Link: 3.2

Programme Owner: **Garry Hemsworth**

Group: **City Works**

Purpose: To maintain and improve State & Regional (classified) roads

Goals/Objectives to be achieved	Actions Planned	Quarterly Targets	Progress this Quarter
Maintain State roads and bridges	<ul style="list-style-type: none"> Maintain State roads and bridges covering approx. 48 kms total length (Bruxner Highway SH16 and Bangalow Road MR65) to standard specified and funding levels allocated by RTA 	<ul style="list-style-type: none"> Road Construction program completed by May 2001 	<ul style="list-style-type: none"> <i>Roads maintained in accordance with contractual agreement with RTA</i>

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Programme Name: **Lawn Cemetery and Crematorium** Strategic Plan Link: 5.1 Programme Owner: **Kris Whitney** Group: **Business and Enterprise**

Purpose: To provide a range of human services relating to the funeral industry

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Increase profile and management services	<ul style="list-style-type: none"> Maintain accounts and funeral records 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Completed as required by ICC policy & procedure Completed as required by Public Health Regulation 1991
Conduct burial/cremation services	<ul style="list-style-type: none"> Purchase an elevated stand for the casket lowering device 	<ul style="list-style-type: none"> Purchase by December 	<ul style="list-style-type: none"> Project cancelled due to design constraints of commercial equipment
Marketing and Revenue generating activities	<ul style="list-style-type: none"> Determine competitors and their associated functions 	<ul style="list-style-type: none"> Review by April - Business Plan Review 	<ul style="list-style-type: none"> North Coast & South-East Queensland Crematoria review conducted in November 2000 Local cemeteries reviewed in March 2001 Review resulted in fee /charge & service delivery provision for 2001 – 2002 financial year and input for LMG Business Plan revision.

Programme Name: **Economic Development** Strategic Plan Link: 2.2, 2.3 Programme Owner: **Andrew Lovett** Group: **Business and Enterprise**

Purpose: To source investment and employment opportunities for Lismore

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Source investment and employment opportunities	<ul style="list-style-type: none"> Prepare new and revise existing strategies in response to commercial/employment opportunities 	<ul style="list-style-type: none"> Complete review by June 	<ul style="list-style-type: none"> Facilitating a range of projects and potential investors

Programme Name: **Tourism** Strategic Plan Link: 2.1 Programme Owner: **Andrew Lovett** Group: **Tourism**

Purpose: To service the requirements of tourists to the benefit of the Lismore local government and Northern Rivers area

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Manage the customer service operation of the Lismore Visitor Information Centre	<ul style="list-style-type: none"> Meet all requirements of NSW Visitor Information Network Accreditation 	<ul style="list-style-type: none"> Prepared for accreditation June 	<ul style="list-style-type: none"> June accreditation successful – favourable report Profitable Bookings System this quarter
Promote the Lismore region in key tourism markets	<ul style="list-style-type: none"> Maximise promotional opportunities created by regional, state and other initiatives Produce information and motivational material 	<ul style="list-style-type: none"> Annual review Annual review 	<ul style="list-style-type: none"> Participated in a number of successful regional campaigns eg. Touring By Car (Tourism NSW) Completed large direct mail marketing campaigns to bus companies and media groups – building interest in events.

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- Participated in Brisbane Caravan and Camping Consumer Show in cooperation with NPWS. Generating a high profile for Lismore in this key tourism market.
- Travel Guide for Lismore under review.

Programme Name: **Waste Management Services** Strategic Plan Link: 6.2 Programme Owner: **Kieran Wade** Group: **Business and Enterprise**

Purpose: To provide an effective and competitive waste collection, disposal service and landfill operation in accordance with EPA legislation

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Reduce quantity of waste to landfill by 60%	<ul style="list-style-type: none"> • Investigate the feasibility of a commercial Organics waste collection service 	<ul style="list-style-type: none"> • March 2001 	<ul style="list-style-type: none"> • Organic waste commenced on Feb 19th 2001 for all non-domestic waste services in urban.
Identify, fund and advance the 'life' of the landfill facility to 2020 and beyond	<ul style="list-style-type: none"> • Identify site selection and approval criteria for extended or new landfill site 	<ul style="list-style-type: none"> • Complete research by April 2001 	<ul style="list-style-type: none"> • Ongoing. Council's staff has had discussions with adjoining owners and negotiations are continuing.

Programme Name: **Water Supply Services** Strategic Plan Link: 6.5, 6.4, 2.2 Programme Owner: **Anu Atukorala** Group: **Business and Enterprise**

Purpose: To provide water supply services that meet the current and future needs of the community

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Progress this Quarter
Provide improved levels of service delivery through: <ul style="list-style-type: none"> • Outsourcing • Benchmarking, and • Introduction of National Competition Policy guidelines 	<ul style="list-style-type: none"> • Outsource selected works and manage water supply system • Ensure compliance with NCP guidelines 	<ul style="list-style-type: none"> • Quarterly progress reports 	<ul style="list-style-type: none"> • Designs for the 2001/02 works program have been completed. • Holland St reservoir repainted.
Provide improved levels of customer service through a focus on: <ul style="list-style-type: none"> • Implement new level of customer service • Accurate headworks assessment • Demand management 	<ul style="list-style-type: none"> • Operate performance monitoring system • Investigate options for augmenting Nimbin water supply • Participate in demand management initiatives 	<ul style="list-style-type: none"> • Quarterly performance reporting 	<ul style="list-style-type: none"> • The Nimbin Committee met on two occasions. • House water tune-up program in progress.
Provide improved asset management by: <ul style="list-style-type: none"> • Introducing programmed maintenance of Council's water assets • Developing an asset renewal and augmentation strategy 	<ul style="list-style-type: none"> • Set up best practice maintenance systems • Review asset renewal and augmentation plan 	<ul style="list-style-type: none"> • Quarterly reporting 	<ul style="list-style-type: none"> • Audit of reservoirs undertaken

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Programme Name: **Sewerage Services** Strategic Plan Link: 6.5, 6.4, 2.2 Programme Owner: **Anu Atukorala**

Group: **Business and Enterprise**

Purpose: To provide sewerage services that meet the current and future needs of the community

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Review Period
<p>Provide improved levels of service delivery through:</p> <ul style="list-style-type: none"> • Outsourcing • Benchmarking, and • Introduction of National Competition Policy guidelines • Complete stage 2 of sewerage augmentation upgrade 	<ul style="list-style-type: none"> • Outsource selected works and manage sewerage system upgrade contracts • Ensure compliance with NCP guidelines 	<ul style="list-style-type: none"> • Quarterly progress reports 	<ul style="list-style-type: none"> • <i>Contract for a large parcel of works was awarded to contactors PRS who will commence work in July.</i>
<p>Provide improved levels of customer service through a focus on:</p> <ul style="list-style-type: none"> • Implement new levels of service • Accurate headworks assessment and contributions • Participation in the development of new village scheme strategies • Development of effluent reuse strategy 	<ul style="list-style-type: none"> • Operate performance monitoring system • Investigate sewerage schemes for new and existing villages – Clunes and North Woodburn • Investigate effluent / biosolids reuse strategy 	<ul style="list-style-type: none"> • Quarterly performance reporting 	<ul style="list-style-type: none"> • <i>The Clunes Wastewater committee finalised the brief for the options study.</i>

Subject/File No: INVESTMENT POLICY
(S9)

Prepared By: Financial Accountant – Graeme Blanch

Reason: To introduce a policy that provides guidance to staff when investing Council's funds.

Objective: Adoption of a policy which is consistent with the legislation.

Management Plan Activity: General Purpose Revenues

Background:

The Department of Local Government has advised of amendments to the forms of investment that maybe made by Council for the purpose of Section 625 (2) (b) of the Local Government Act, 1993.

The Order details the authorised investment powers of Council following the introduction of the Trustee Amendment (Discretionary Investment) Act 1997. It provides for more flexibility on condition that the investment decision complies with "prudent person" legislation. A prudent person is expected to act with considerable duty of care, not as an average person would act, but as a wise, cautious and judicious person would.

To satisfy the requirements, Council should formalise its investment strategy as part of its overall financial plan. The strategy should, as a minimum, consider the desirability of diversifying investments and the nature and risks associated with the investment.

The revised legislation has broadened the range of managed funds available to Council's as well as interest bearing deposits with a Building Society or Credit Union. Under the revised list of authorised investments, Council may now invest in any managed fund, as long as the fund manager is noted A or better by Standard and Pools.

Under the previous legislation, Council's managed funds have been restricted to those rated AA – or better. This has meant Council invested in Cash, Cash Plus and Fixed Interest Funds. In the past, long-term fixed interest funds have been deemed too volatile for Council's needs, leaving cash and cash-plus funds the most appropriate for long-term investments.

Current Investments:

Council has invested funds in the following managed funds over the last four years;

AMP Managed Treasury
AXA (National Mutual) Cash Enhanced Funds
Commonwealth Treasury Plus Funds
UBS Asset Management Cash Plus Funds
Macquarie Treasury Plus Funds

A summary of performance of these investments to the Bank Bill Index, which is considered the "benchmark" for Cash and Cash Plus investments, follows:

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	One Year	Two Years	Three Years	Five Years
<i>AMP Managed Treasury</i>	6.10%	5.54%	5.40%	6.11%
<i>AXA (National Mutual)</i>	6.15%	5.64%	5.45%	6.33%
<i>CBA Premium Cash-Plus</i>	5.97%	5.52%	5.52%	6.19%
<i>Macquarie Treasury</i>	5.77%	5.33%	5.30%	6.58%
<i>UBS Asset Management</i>	5.80%	5.37%	5.26%	6.06%
<i>Bank Bill Index</i>	5.92%	5.42%	5.32%	5.96%

As you can see, Council has achieved a return on average from its managed funds above the Bank Bill Index. This means we have received more interest income than the benchmark from these investments.

Council to date has invested in short term investments in order to ensure ready liquidity and to avoid any major fluctuations in performance. With the recent change in legislation to incorporate "prudent person" guidelines Council may now consider investing a portion of its "reserves" in growth assets to enhance longer-term returns, at a cost of shorter-term volatility.

Future Investment Types:

The main types of products Council may invest in are as follows:

(a) Cash Funds

Investments solely in cash, bills and short-term deposits with a maximum of 180 days, they typically provide a return net of fees just above 11.00 am and short-dated bank bills and are suitable for day-to-day funds.

(b) Cash Plus Funds

These funds are designed for investors of "core" cash who are seeking a very low risk way of enhancing returns. The funds operate by using the bill index as their benchmark

(c) Fixed Interest Funds

Fixed Interest Funds aim to out perform the All Maturities Bond Index, which over a period of 3-5 years should out perform cash. The funds can generally invest anywhere out along the yield curve and on average have a duration of 4-5 years. Investing in a 3-5 year time horizon may result in periods of low interest returns or even negative returns.

(d) Diversified Funds – Longer Term Investment Time Horizons

Councils are now able to invest for a longer-term time horizon (5 – 10 years). With this in mind, longer-term asset classes such as equities, property and fixed interest via managed funds are now available. It should be noted that these investment classes are by nature more volatile over the short term.

* Capital Stable Funds typically invest approximately 25% in growth assets (shares and property) and 75% in income producing assets (fixed interest and cash). There can be negative returns on a monthly basis although the return for the last twelve months has ranged from 7 ½ % to 10 ½ % for the various funds.

The major criteria when deciding in which asset classes to invest are consideration of the required, risk tolerance and time frame of the investments.

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* Balanced Funds are more volatile than Capital Stable Funds. Balanced Funds invest approximately 70% in shares and 30% in income producing assets. There can be negative monthly returns as well although the interest returns over the last twelve months have ranged from 7 ½% to 20% with an overall average return of 15%.

	Calendar Years							Cumulative 1994-2000
	Returns %							
	1994	1995	1996	1997	1998	1999	2000	
Capital Stable	-2.65	13.31	9.41	9.59	7.93	4.48	7.12	6.92
Balanced	- 6.20	15.43	11.42	13.72	11.46	10.09	6.88	8.75
Bank Bill Index	5.34	8.06	7.57	5.63	5.14	5.01	6.27	6.14

On a longer term basis, the above table highlights the point that over the past seven calendar years, Balanced Funds for example did in fact incur a 6.2% loss in 1994, under extreme economic conditions. Since 1994 however, Balanced Funds have mostly posted double digit returns and cumulatively, have out-performed the Bank Bill Index by 2.61% even taking into account of 1994's negative result. Similarly, although Capital Stable Funds fell in value 2.65% in 1994 and earned a lower than Bank Bill return in 1999 (i.e. 4.48% versus 5.01%) over the long term they have generated a return well above Bank Bills.

It should be remembered that if Council is prepared to accept a greater degree of volatility (eg equities), then Council maybe rewarded with higher returns. However, Council would need to remain invested for a minimum of 5 10 years in order to achieve this result. In the short term equities may under perform cash and even produce negative returns.

Historically speaking, the higher the volatility Council is prepared to accept the higher the return over long-term.

Council should only consider investing a portion of its longer-term finds into some of the higher returning asset classes, if it is prepared to accept the likely additional volatility.

Manager - Finance & Administration Comments

Included in the body of the report.

Public Consultations

Not required

Other Group Comments

The policy was considered at Management Group Meeting.

Author's Response to Comments from Other Staff

Not applicable.

Investment Policy

Conclusion

The attached policy adopts the conservative approach in that it is recommended that we invest as we currently do, but broaden the range of investment type to include Fixed Interest Funds, Capital Stable Funds and Balanced Funds. The restricting or limiting factor is the weighting attributable to these investments being from 0-25%, 0-10% or 0-5% of the total investment portfolio.

Consequently, our exposure to market fluctuations is limited so we are less likely to experience negative returns but at the same time, are not going to achieve the highest returns.

Our strategy also correlates closely to the demand or need for funds to the type or length of investments made.

Recommendation (COR33)

That Council adopt the attached Investment Policy.

LISMORE CITY COUNCIL - Meeting held August 14, 2001

MINUTES OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD JULY 18, 2001

AT 10.00 AM.

(WMacD:VLC:S352)

Present: Mr Garry Hemsworth (*Chairperson*), Councillors Ken Gallen and Mervyn King, Messrs Thomas George, MP, Mike Baldwin (*Roads and Traffic Authority*), John Daley (*Lismore Unlimited*), together with Mrs Wendy Johnson (*Road Safety Officer*) and Mr Bill MacDonald (*Traffic and Law Enforcement Co-Ordinator*).

In Attendance: Mr Chris Clark (RTA) for Item No. 13. M/s Jyllie Jackson and Mr John Bancroft for Item No. 18.

Apologies: Apologies for non-attendance on behalf of Mr Bill Moorhouse (*Annual Leave*) and Snr Const Brian Buckley were received and accepted and leave of absence granted.

Minutes of Traffic Advisory Committee Meeting – June 20, 2001

Members were advised that the Minutes of the meeting held on June 20, 2001 were adopted by Council at its meeting of July 10, 2001, excluding Item No. 2 (**Intersection of Middleton Way/Rocky Creek Dam Road**).

Council adopted the Committee's recommendations and also resolved that Rous Water be requested to consider erecting gates on the road and manage usage at its own cost as part of any upgrade.

The Committee noted Council's resolution. (01-8376:S352,R8661,R3411)

Disclosure of Interest: Nil

Business Arising:

1. **NSW Roads & Traffic Authority:** (N-Limits Survey of Bruxner Highway – TAC80/01, Meeting of June 20, 2001)

Mr Baldwin advised that the N-Limits Speed Zone Survey for the section of the Bruxner Highway between Three Chain Road and Caniaba Road had now been completed. The results of the survey, which were tabled at the meeting, indicated that the appropriate speed limits for the above section were now in place; that being, 60 kph to just south of the Hardware House entrance and 100 kph from this point and further south towards Casino.

TAC82/01 **RECOMMENDED** that the results of the survey be noted and, accordingly, the speed limits on the section of the Bruxner Highway between Three Chain Road and Caniaba Road remain unchanged. (R4807)

2. **Goolmangar Public School:** (40 kph School Zone – TAC69/01, Meeting of June 20, 2001)

The Committee was advised that as a result of representations made by Mr Thomas George, MP, advice had been received from the Sydney Office of the RTA that approval had been given for the existing 60 kph School Zone speed limit at Goolmangar Public School to be reduced to 40 kph. Mr MacDonald advised that arrangements had been made for the alterations to be made to the signs and road markings at the earliest opportunity.

TAC83/01 **RECOMMENDED** that the above be noted. (01-10762:S342,R2801)

Correspondence:

3. **NSW Roads & Traffic Authority;** advising in relation to Technical Direction No. 99/21 relating to the need to review 'No Parking' and 'No Standing' zones by December 1, 2001.

The Committee noted the RTA's advice that a survey of all existing 'No Parking' zones would need to be completed by December 1, 2001 to determine if they would remain as 'No Parking' under the new Australian Road Rules (ARR) or be reverted to 'Loading' zones to allow for carrier deliveries.

It was noted that any existing 'No Parking' zones remaining after the above date would have a much tighter meaning under the new ARR; that is, the driver could set down/pick up passengers or goods, but should do so within two (2) minutes and should not move more than 3.0m from the vehicle. All 'No Standing' zones would be reviewed and replaced with either 'No Stopping' or 'No Parking' zones by December 1, 2006.

Mr Daley suggested that when the plan of alternative traffic flows within the internal lane system is distributed to businesses for comment, it include some type of questionnaire seeking the requirements of businesses in terms of 'Loading' zones or 'No Stopping' / 'No Parking' zones.

TAC84/01 **RECOMMENDED** that the above surveys be carried out with the results being submitted back to a future meeting for further consideration. (01-8465:S363)

4. **DJ Firth; N Jevic; Don Page, MP; Thomas George, MP;** drawing attention to the hazard area at the western approach to Pearces Creek Bridge (near Pearces Creek School and situated on the boundary with Ballina Shire Council), and suggesting possible treatments to increase user safety.

An on-site inspection had revealed that there was a need to widen and seal the road shoulder on the Lismore approach to Pearces Creek Bridge. The width between kerbs on the bridge was 5.6m and 'Give Way' controls were not considered necessary. It was also suggested that a "Reduce Speed" sign be erected on the Lismore approach to the bridge, the same as had already been erected on the Ballina side.

TAC85/01 **RECOMMENDED** that the above works be carried at the earliest opportunity. (01-9182,01-9713,01-9714,01-9866:R4571,S134)

5. **Spring Grove Progress Association;** advising of a recent vehicle accident at the T-intersection of Caniaba and Spring Grove Roads and suggesting possible treatments to improve sight distance at this location.

The location had been inspected and it was agreed that although the bus shelter did restrict sight distance to some extent, it was felt that if proper care was taken when exiting the gravel road leg of Caniaba Road, then sufficient sight of oncoming vehicles could be achieved. Mr MacDonald advised that he had spoken with the Bus Operator and one of the parents of four children who are collected near the intersection, and she had confirmed that the children still used the shelter in inclement weather.

As the shelter was of better block construction, relocation of the shelter would not be economically viable. However, in the longer term it may be possible to install a shelter in the new bus bay opposite the existing shelter if one became available. In the meantime, it was suggested that a double white centre line and a 'Stop' sign be erected on the gravel road leg of Caniaba Road.

TAC86/01 **RECOMMENDED** in accordance with the above. (01-9450:R4701,R4751)

6. **M/s E Miller;** drawing attention to the difficulty being experienced in exiting her property at No. 189 Magellan Street due to vehicles being parked very close to her driveway.
The location had been inspected but it was felt that sufficient parking existed in the vicinity for visitors and clients wishing to access the business beside No. 189. The road shoulder was of sufficient width for vehicles to be angle parked and further restrictions were not considered necessary.
- TAC87/01** **RECOMMENDED** that the writer be advised accordingly.
(01-9847:P63600,P6357,P6359)

7. **Thomas George, MP;** on behalf of Mrs S Weir who had expressed concern for the excessive speed of vehicles on Walker Street, Clunes.
Walker Street had been inspected prior to the meeting and it was felt that the profile of the existing speed bump was adequate to sufficiently slow vehicles when negotiating the facility. Before any decision was made as to whether or not additional facilities were required, it was suggested that classifiers be installed to ascertain vehicle speeds.
- TAC88/01** **RECOMMENDED** that classifiers be installed on Walker Street, south of the existing speed bump, with the results to be submitted back to the Committee for further consideration.
(01-9910:S352,R1302)

General Business

8. **James Street, Dunoon**
The results of a recent speed survey tabled at the meeting indicated that the 85th percentile speed of vehicles on the section of James Street, between Munro Road and the butcher shop, was 59 kph. Whilst a 50 kph speed limit had been recently installed on James Street, the above result was not considered excessive and it was felt that further reductions could be achieved with additional speed enforcement by Police Officers. Snr Const Buckley had indicated that patrols would continue to be carried out when possible.
Mr MacDonald advised that the results of the survey had been relayed to Mr Bernie Ramsay and he would pass same on to the next Dunoon Forum Meeting.
- TAC89/01** **RECOMMENDED** that the above be noted. (R1501)

9. **Goonellabah Shopping Centre – Taxi Rank and Bus Stop Facilities**
The Committee had been asked to consider the current location of the Taxi Rank and the lack of Bus Stop facilities on the eastern side of Simeoni Drive.
It was noted that this issue had been referred to the Committee as a result of concerns from members of the Public Transport Panel that the existing facilities were inadequate to meet the needs of the community. Mr MacDonald advised that he had held discussions with Mr Peter Joyce of Lismore Taxis when it had been determined that a much more suitable location for a Taxi Rank would be adjacent to the Shopping Centre on the western side of Simeoni Drive.
A plan was tabled showing a location for the new Taxi Rank and it was suggested that this should be included in discussions with the Developer prior to commencement of the next stage with the intention that it be included as part of the next stage of the Shopping Centre development. This would mean that the Centre would gain two additional parking spaces within the existing carpark with the removal of the existing rank.
The inadequacy of the existing Bus Stop facilities on the eastern side of Simeoni Drive was also discussed. It was noted that although the zone was signposted, there was no footpath leading to the zone, nor was there a shelter.

9. **Goonellabah Shopping Centre – Taxi Rank and Bus Stop Facilities** (Cont'd)
It was suggested that this issue should also be discussed with the Developer with the intention that the above works be carried out as part of the next stage of development.
- TAC90/01** **RECOMMENDED** that the above issues be referred to Council's Development Assessments Engineer for inclusion in discussions with the Developer in accordance with the above. (R8657)
10. **'Concealed Driveway' Sign – No. 50 New Ballina Road, Lismore Heights**
A request had been received for a 'Concealed Driveway' sign to be erected at the above location. A site inspection revealed that the driveway was in the middle of a straight stretch of New Ballina Road with adequate sight distance in both directions. It was felt that the installation of a 'Concealed Driveway' sign would be of little benefit.
- TAC91/01** **RECOMMENDED** that the writer be advised accordingly. (R7126)
11. **Parking Congestion – McLennan Lane, Lismore**
A complaint had been lodged regarding vehicles being parked on both sides of McLennan Lane which were causing traffic obstructions. The Committee was advised that it would appear several 'No Standing' signs had been removed along the southern side of McLennan Lane by persons unknown, resulting in cars being parked on both sides of the lane.
To bring the signposting into line with the new Australian Road Rules, it was proposed to install 'No Stopping' signs on both sides of McLennan Lane from Dawson Street up to and including Little Dawson Street and the missing 'No Standing' sign be replaced on the southern side of McLennan Lane, west of Little Dawson Street.
- TAC92/01** **RECOMMENDED** that the above works be undertaken. (R7321)
12. **Loss of Non-Feasance Immunity**
Mr Baldwin advised that a copy of the memo from Council's Administrative Services Manager requesting consideration of a reduction in speed limit on rural roads to 80 kph had been forwarded to the RTA's Sydney Office for investigation and reply due to the fact that there could be State-wide implications.
- TAC93/01** **RECOMMENDED** that the above be noted. (S187)
13. **Intersection of Ballina and Invercauld Roads, Goonellabah**
Mr Chris Clark (RTA) was present for this item. Plans were tabled with Option 1 showing a seagull type treatment similar to that at James Road which included a protected right-turn bay for traffic turning right into or out of Invercauld Road, and Option 2 which prohibited right-turns out of Invercauld Road but still included a protected right-turn bay on Ballina Road (*RTA preferred option*). Mr Clark also tabled intersection counts taken during peak periods as well as comparative costs of intersection treatments plus Safety BCR. Concerns were raised that prohibiting right-turns altogether out of Invercauld Road would have a significant impact on traffic volumes through Council's local street network of Simons Avenue, Norwood Avenue and Pleasant Street.
The RTA would not agree to Option 1 due to the fact that the right-turn merge lane on the Highway out of Invercauld Road was too short.
A third proposal was put forward which would still allow right-turns out of Invercauld Road (current practice), without a formal seagull type treatment and which still included a protected right-turn bay for traffic turning right into Invercauld Road.
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13. **Intersection of Ballina and Invercauld Roads, Goonellabah** (Cont'd)
This option was seen as an appropriate compromise as it still addressed the significant problem of rear-end accidents on the Highway brought about by motorists propping to turn right without adequate protection. It was acknowledged that right-turn movements were self-regulated during peak periods. However, there was still a significant number of motorists that turned right out of Invercauld Road at other times.
Mr Clark agreed to take Option 3 back to his office for further consideration and would advise if the current funding of \$250,000 could still be used.
TAC94/01 **RECOMMENDED** that the above be noted and that Council support Option 3 which still allowed right-turn movements out of Invercauld Road. (R6408,R6465)
14. **Zadoc Street, Lismore (In front of Lismore Cinema)**
A plan was tabled showing the proposed alteration to disabled parking bays at this location. Members were advised that this proposal was put forward as a result of concerns from the Access Committee that the two (2) existing disabled parking bays on Zadoc Street in front of the Cinema were not adequate for use by all disabled drivers due to the steep crossfall of the bays. The upgrade proposed would reduce the crossfall and widen each of the two bays which would mean the removal of a small garden section adjacent to the footpath. The estimated cost of the works totalled \$13,000.
TAC95/01 **RECOMMENDED** that the proposal be referred back to the Access Committee for comment and, if satisfactory, the works be put in hand as soon as funds became available. (R7330)
15. **On-Street Parking Enforcement**
Mr MacDonald advised that further information had been received from the Local Government & Shires Associations regarding the above issue. The Local Government Amendment (Enforcement of Parking and Related Offences) Bill 2001 was introduced into Parliament to enable:
 - the transfer of parking patrol officers to Councils
 - sharing of revenue from penalties and fines between Councils and the State.It was reported that the Bill had been amended in the Upper House on July 2, 2001 to provide for revenue sharing between the State and Sydney City, South Sydney and North Sydney Councils for a transition period of five years. This was the period of revenue sharing agreed to by South Sydney and North Sydney Councils and endorsed by the meeting of Mayors on May 24, 2001. It was proposed that all other Councils would retain 100% of revenue.
The amended Bill is scheduled for debate in the Lower House which resumes on September 4, 2001. There is no further action to be taken by Councils. Further information would be provided in the Weekly Circular.
TAC/01 **RECOMMENDED** that the above be noted. (S353)
16. **Parking Conditions – Keen Street, Lismore**
A request had been received to review parking conditions on Keen Street, in the general vicinity of the Magellan Street intersection.
Mr MacDonald advised that he had liaised with the new tenants of the premises on the western side of Keen Street, south of Magellan Street, and they were happy for the existing 'No Parking' zone to remain as is. It would appear that the original request for a review of parking facilities had derived from someone who did not proceed with a planned business.
TAC96/01 **RECOMMENDED** that the above be noted. (R7313)
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17. **Dalley Street Resident Parking Scheme**
Mr MacDonald advised that two (2) surveys had been forwarded to property owners and residents on the southern side of Dalley Street, between Dibbs Street and No. 23 Dalley Street. The first was a proposal to prohibit kerbside parking altogether and the second was to introduce a two-hour time limit on parking which included a 'Residents Parking Scheme'. Unfortunately, neither proposal gained a significant majority of support with the end result that the status quo remain. It was suggested that as support was not forthcoming, residents who were experiencing difficulty with access to their properties would be assessed individually to ascertain if limited restrictions such as prohibiting parking close to their driveways was considered warranted. To this end, the residents of No. 27 Dalley Street who share a driveway with No. 29 had requested that 'No Stopping' signs be installed on the top side of the driveway, approximately 5.0m away, to allow sufficient space for vehicles to be reversed out of their driveway and into the parking lane when exiting.
TAC97/01 **RECOMMENDED** that 'No Stopping' signs be installed on the southern side of Dalley Street, from 5.0m east of the driveway to Nos. 27-29 Dalley Street and 1.0m west of the driveway, and that other requests be assessed individually as they come to hand. (R7426)
18. **Lismore Lantern Parade**
M/s Jyllie Jackson and Mr John Bancroft were invited to the meeting to discuss concerns regarding traffic control at the recent parade. It would appear that a breakdown in communication with Police Representatives resulted in through traffic mixing with the Parade, creating a potentially dangerous situation. It was agreed that considerably more planning would be needed well before next year's event to ensure adequate safety of Parade participants and spectators. M/s Jackson stated that as the event had experienced significant growth, a decision had yet to be made on an appropriate route and finish location. However, as soon as this was determined, further contact would be made in order to develop a suitable traffic control plan.
TAC98/01 **RECOMMENDED** that the above be noted. (S704)
19. **Bus Parking for Community Economic Development Conference – September 8-11, 2001**
Mr Bancroft had requested consideration of providing an area for buses to pull up on the northern side of Woodlark Street, west of Keen Street, in front of Mary Gilhooley's Pub on Sunday night, September 9, 2001, between approximately 6.00 pm and Midnight, to cater for visitors attending a conference function at the above establishment. No objection was raised to the proposal.
TAC99/01 **RECOMMENDED** that Mr Bancroft be advised accordingly. (R7329,S586)
20. **Proposed Development for SCU Units off Rifle Range Road, East Lismore**
The Committee noted that the Applicant had indicated that as the units were for "international students" there was a reduced need for the number of carparks required. However, Mrs Johnson suggested that resulting from a recent meeting held at the University with international students, there was an indication that a significant number of students had access to motor vehicles during their stay. As Rifle Range Road was basically a University road, any overflow from the proposed units would impact on on-street parking along Rifle Range Road and pose a problem for the University to address in any case.
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20. **Proposed Development for SCU Units off Rifle Range Road** (Cont'd)
Concerns were raised regarding the inadequacy of the intersection of Cynthia Wilson Drive and Rifle Range Road to cater for any further development and it was noted that an overall traffic study was underway which would include the 'top end' access off Kellas Street right through to Cynthia Wilson Drive. Council Plan No. R2089 was tabled at the meeting showing a channelised intersection, including a protected right-turn bay for the intersection of Cynthia Wilson Drive and Rifle Range Road. It was suggested that the study should include upgrading of the intersection of Cynthia Wilson Drive and Rifle Range Road and, in any case, the upgrade should occur prior to the commencement of Stage 2 of the proposed unit development.
Concerns were also raised regarding the proposed driveway off Cynthia Wilson Drive. However, Mr Damien Chappelle had advised that its use was only intended as a disabled access to one unit and would have a bollard in the centre of the driveway to restrict regular use.
- TAC100/01** **RECOMMENDED** that it be noted that carparking for Stage 1 was considered inadequate.
- TAC101/01** **FURTHER RECOMMENDED** that the University be required to upgrade the intersection of Cynthia Wilson Drive and Rifle Range Road prior to the commencement of Stage 2 of the unit development in accordance with Council Plan No. R2089. (P8542,D010367)

21. **Urban Contact Forum – July 16, 2001**
An Urban Contact Forum had been held between residents and Councillors and a number of issues had been raised. These were dealt with individually and were as follows:-

- a) **Speeding Vehicles on Oliver Avenue, Goonellabah**
It was noted that Oliver Avenue was of significant importance within Council's road hierarchy and, as such, it was felt that a 60 kph zone needed to be retained. It was noted that Council was in receipt of a new trailer-mounted visual message board which was intended to be used on roads where there was a speeding problem, perceived or otherwise, as an educational tool. The electronic sign advised motorists of the existing speed limit on a particular road and the speed at which they were travelling.
Oliver Avenue would be given priority when the trailer was operational. (R6493)
- b) **U-Turn Movements at Ballina Road/Rous Road Roundabout**
Concern had been raised regarding the difficulty being experienced by some motorists when travelling west from Ballina and wishing to negotiate a U-turn at the above roundabout and gain access to Deegan Drive.
Whilst it was acknowledged that additional care was needed to be taken when negotiating the roundabout, unfortunately there was little that could be done to make the above manoeuvre safer. (R6408,R6610)
- c) **Speed Hump on McDermott Avenue**
It was noted that a traffic management plan for McDermott Avenue had been developed a number of years ago and forwarded to the Department of Housing for consideration of funding the proposal. Unfortunately, funding had not been forthcoming. As the area in question was predominately developed by the Department, Council at the time considered that authority responsible for any proposed works. (R6483)

d) **Request for Pedestrian Crossing on Rous Road - Shearman Drive Area**

It was pointed out that a new pedestrian refuge had recently been installed on Rous Road near Reserve Street and an additional refuge existed on Rous Road just north of the shopping centre. With significant traffic movements at the intersection of Rous Road and Pleasant Street, it was felt that it was safer for pedestrians to use either of the above facilities rather than attempt to cross Rous Road near Pleasant Street. (R6610)

TAC102/01 RECOMMENDED that the above issues be noted.

22. Change of Meeting Date for Next Meeting

Mr Baldwin advised that a RTA Representative would be unable to attend the next meeting scheduled for August 15, 2001, and requested an alternative date be considered. The following Wednesday, August 22, 2001, was suitable to members.

TAC103/01 RECOMMENDED that the next meeting of the Traffic Advisory Committee be held on August 22, 2001. (S352)

This concluded the business and the meeting terminated at 12.40 pm.

CHAIRPERSON

**TRAFFIC & LAW
ENFORCEMENT CO-ORDINATOR**

DOCUMENTS FOR SIGNING AND SEALING

The following documents have been prepared in accordance with previous resolutions of the Council and/or the provisions of the Local Government Act, 1993 and other relevant statutes.

It is now proposed that the Council authorise the signing and sealing of these documents.

Recommendation:

The following documents be executed under the Common Seal of Council:-

Kerbside Dining Licence Agreement – Cappuccino’s Coffee Lounge (Perdicaris Endres Partnership) and Council

The licence agreement has been set up to enable Lismore food servicing facilities to utilise outdoor kerbside areas for dining spaces under Policy No. 5.2.24. Each individual user is required to enter into a separate licence agreement with Council.

(P6908)

Kerbside Dining Licence Agreement – Caddies Coffee Company Pty Ltd

The licence agreement has been set up to enable Lismore food servicing facilities to utilise outdoor kerbside areas for dining spaces under Policy No. 5.2.24. Each individual user is required to enter into a separate licence agreement with Council.

(P20311)

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE CITY OF LISMORE HELD IN THE COUNCIL CHAMBER, GOONELLABAH ON TUESDAY, JULY 10, 2001 AT 6.07PM.

- Present:** His Worship the Mayor, Councillor Gates; Councillors Baxter, Chant, Crowther, Irwin, King, Roberts, Suffolk and Tomlinson, together with the Acting General Manager (Craig Kelly); Group Managers- Corporate & Community Services, City Works, Planning & Development; Manager-Client Services, Contracts Officer, Manager-Environmental Health, Waste & Education Officer, Strategic Planner, Contracts Engineer and Manager-Finance & Administration.
- 124/01 **Apologies/ Leave of Absence:** Apologies for non-attendance on behalf of Councillors Gallen and Swientek were received and accepted and leave of absence granted.
Leave of absence was granted to Councillor Chant for the period July 21-29, 2001.
(Councillors King/Crowther)
Leave of absence was granted to Councillor Hampton by Council on May 1, 2001.
- 125/01 **Minutes:** The Minutes of the Ordinary Meeting held on June 12, 2001, were confirmed.
(Councillors Crowther/Chant)
The Minutes of the Special Meeting held on June 26, 2001, were confirmed, subject to it being noted that under resolution 123/01-2001/2002 Rates and Charges D(ii) the wording '*thirteen dollars and twenty-five cents*' be changed to '*nineteen dollars and forty-five cents*'.
(Councillors Irwin/Baxter)

PUBLIC ACCESS SESSION:

Prior to the commencement of the meeting, a Public Access Session was held at which Council was addressed by the following:-

Mrs Merle Fullerton re Report – 6 Currie Street, North Lismore

(See Minute No. 129-130/01)

Mrs Fullerton spoke about the fact that they had maintained and improved the property for over twenty years and requested Council give fair and truthful consideration to the issue of the licence.

(P2752)

Mr J Sinnett re Report – 6 Currie Street, North Lismore

(See Minute No. 129-130/01)

Mr Sinnett advised that he believed the Fullertons were not complying with requirements of the existing agreement and Council had the opportunity to rectify the situation 3 years ago. He preferred Council adopt Option 4 of the report with Council maintaining control of the land.

(P2752)

CONDOLENCE:

Family of the Late Alderman Bob Pilling

The Mayor drew attention to the recent passing of Bob Pilling Senior. He made mention of Bob's service to the community as an Alderman with Lismore City Council (from 1958-1961) and many other organizations. He gave his time voluntarily to improve the Lismore community, particularly his work with the Ballina/Lismore Surf Life Saving Club.

- 126/01 The Mayor moved that Council's expressions of sympathy be conveyed to the family of the late Bob Pilling Snr. and the motion was carried with members standing and observing the customary moment's silence.
(S75)

RESCISSION MOTION

Recycling Service Review

(Copy attached)

Formal notice was given by Councillors Gates, Suffolk and King that the motion dealing with Recycling Service Review resolved at Council meeting on June 12, 2001 be rescinded. (Min. 99/01)

At the request of the movers the rescission motion was WITHDRAWN.

(01-8841: S763)

NOTICE OF MOTION:

Community Consultation Survey - Recycling

(Copy attached)

- 127/01 Formal notice having been given by Councillor Gates it was **RESOLVED** that the Community Consultation Survey for recycling options be overseen by 3 Councillors and the following information be given to the people to be surveyed:

- 1 The Wyrallah Road option B also detail a facility to collect other rubbish for a fee.
- 2 Details of environmental gains or losses relative to country locations only.
- 3 Each option be costed as indicated and translated to the increase in environmental levy.
- 4 Details of where the commingled will be sorted and its final destination.
- 5 Any other relevant information.
- 6 Any contract with Solo Waste be for 3 years only.
- 7 Council negotiate a clause in the contract with Solo Waste to give it the option to withdraw should the price for recyclables drop considerably.
- 8 The final survey form be approved by Council.

(Councillors Gates/Baxter)

Voting Against: Councillors Irwin, Roberts and Tomlinson.

- 128/01 **FURTHER RESOLVED** that the three Councillors be Councillors Gates, Baxter and Crowther.

(Councillors Chant/Suffolk)

Voting Against: Councillors Irwin, Roberts and Tomlinson.

(01-8954: S763)

REPORTS:

6 Currie Street, North Lismore

(Copy attached)

A MOTION WAS MOVED that the report be received and no licence/lease be issued to any parties in respect of Lots 2 and 3, Section 5, DP 975080, Currie Street, North Lismore.

(Councillors Irwin/Tomlinson)

On submission to the meeting the MOTION was DEFEATED.

Voting Against: Councillors Roberts, King, Chant, Baxter, Suffolk, Gates and Crowther.

A FORESHADOWED MOTION WAS MOVED that the report be received and Council offer a licence for tenure of Lots 2 and 3, Section 5 in DP975080, being land at Currie Street, North Lismore to Mr and Mrs Fullerton. The licence is to incorporate specific conditions relating to land use practices, a defined period for review of those practices and the ramifications of breaching licence conditions.

(Councillors Crowther/Baxter)

AN AMENDMENT WAS MOVED that the report be received and Council offer a licence for tenure of Lots 2 and 3, Section 5 in DP975080, being land at Currie Street, North Lismore to Mr and Mrs Fullerton. The licence is to incorporate specific conditions relating to land use practices, a defined period for review of those practices and the ramifications of breaching licence conditions. The intent of the draft licence as distributed to Councillors be maintained.

(Councillors King/Gates)

On submission to the meeting the AMENDMENT was APPROVED and became the MOTION.

Voting Against: Councillors Chant, Baxter, Suffolk and Crowther.

On submission to the meeting the MOTION was DEFEATED.

Voting Against: Councillors Irwin, Chant, Baxter, Suffolk and Crowther.

PROCEDURAL MOTION:

129/01 **RESOLVED** that the motion be recommitted

(Councillors Irwin)

Voting Against: Councillors Chant, Baxter, Suffolk and Crowther.

130/01 **RESOLVED** that the report be received and Council offer a licence for tenure of Lots 2 and 3, Section 5 in DP975080, being land at Currie Street, North Lismore to Mr and Mrs Fullerton. The licence is to incorporate specific conditions relating to land use practices, a defined period for review of those practices and the ramifications of breaching licence conditions. The intent of the draft licence as distributed to Councillors be maintained.

(Councillors King/Gates)

Voting Against: Councillor Irwin.

(P2725)

Lismore Gasworks Remediation Programme

(Copy attached)

131/01 **RESOLVED** that the report be received and that variations in the Lismore Gasworks remediation programme be funded from additional loan funds totalling \$315,000.

(Councillors Irwin/Gates)

Voting Against: Councillors Baxter, Suffolk and Crowther.

(P5672)

Memorial Baths Redevelopment

- (Copy attached)
- 132/01 **RESOLVED** that the report be received and Council -
- 1 Agree to conduct a workshop and finalise the issues relating to:
 - the current condition of the Memorial Baths;
 - community expectations;
 - the minimum facilities/components to be provided in the initial development;
 - the additional facilities/components, which may be provided at a later stage;
 - staging of the works;
 - site constraints;
 - land purchase; and
 - budget.
 - 2 Invite interested groups/users, including but not limited to the consultant, the pool manager, swimming club, water polo association, schools, RSL and RSL Sub-branch to provide relevant input regarding communities/users requirements.
 - 3 Southern Cross University be invited to the workshop to update their proposal for an indoor facility.
- (Councillors Roberts/Baxter) (P6768)

Tenders for the Construction of Various Buildings at Crozier Oval

- (Copy attached)
- 133/01 **RESOLVED** that the report be received and –
- 1 The contract for the construction of various buildings at Crozier Oval be awarded to Bennett Industries for the amount of \$343,860 inclusive of GST
 - 2 The Mayor and General Manager be authorised to execute the Contract on Council's behalf and attach the Common Seal of the Council.
- (Councillors Chant/Suffolk)
- Voting Against:** Councillors Irwin and Tomlinson.
(T21020)

Lismore Rural Housing Strategy/LEP Amendment No. 8

- (Copy attached)
- 134/01 **RESOLVED** that the report be received and Council –
- 1 Agree to amend the Lismore Rural Housing Strategy to restrict the locational criteria for detached dual occupancy as requested by DUAP.
 - 2 Resolve, pursuant to section 54 of the EP&A Act, to prepare a draft amendment to the Lismore Local Environmental Plan 2000 that will implement the Lismore Rural Housing Strategy by enabling rural residential subdivision, detached rural dual occupancy and rural landsharing communities to occur in the areas identified in the preferred areas for such uses nominated in the strategy.
 - 3 Inform the Director-General of Urban Affairs and Planning of its decision to prepare the draft plan.
 - 4 Proceed with the necessary consultations as required under s62 of the EP&A Act.
 - 5 Use its delegations under s65 and s69 of the EP&A Act if the Director-General's agreement to the Rural Housing Strategy is received prior to the completion of the s62 consultations.
- (Councillors King/Baxter) (S668)

Review of Section 94 Contributions Plan

- (Copy attached)
- 135/01 **RESOLVED** that the report be received and Council place the draft amendments to its Section 94 Contributions Plan on public exhibition for a period of twenty-eight (28) days.
- (Councillors Irwin/Chant) (S517)

Review of LEP 2000 – Amendment No. 6

(Copy attached)

- 136/01 **RESOLVED** that the report be received and Council adopt draft *Local Environmental Plan No. 6* with such recommended changes as outlined in this report and forward the Amendment to the Minister for Urban Affairs and Planning with a request that the plan be made.
(Councillors Roberts/King) (S761)

Lismore Sewerage Inflow/Infiltration Study

(Copy attached)

- 137/01 **RESOLVED** that the report be received and –
1 The information provided above be noted.
2 As a trial, the worst catchment identified in the AWT report for South Lismore be inspected by CCTV survey and smoke testing.
(Councillors Crowther/Irwin) (S290)

114 & 144 Caniaba Street, South Lismore

(Copy attached)

- 138/01 **RESOLVED** that the report be received and –
1 That the General Manager be authorised to conclude negotiations and proceed with the purchase of 7ha of Lot 4 in DP 602872 on the corner of Caniaba Street and Snow Street, South Lismore for a purchase price of \$30,000.00 with funding and contractual arrangements to be generally as set out in the report.
2 That the General Manager be authorised to execute and apply the Common Seal of the Council to the Contract of Sale, Memorandum of Transfer, Plan of Survey, Section 88(b) instrument and or any other legal instrument necessary to effect the transfer of the property and the creation of the easement for flood levee purposes.
(Councillors Baxter/Crowther) (P3661)

Bristol Circuit, Goonellabah

(Copy attached)

- 139/01 **RESOLVED** that the report be received and Council -
1 Sell lots 16, 20, 22, 23, 24, 25 & 26 in DP 855155 at Bristol Circuit, Goonellabah.
2 Execute the contract of sale and transfer in relation to the sale of Lot 20 in DP 855155 under common seal.
(Councillors Crowther/Chant) (P25531)

COMMITTEE RECOMMENDATIONS:

Traffic Advisory Committee 20/6/01

(Copy attached)

- 140/01 **RESOLVED** that the minutes be received and the recommendations contained therein be adopted, excluding Item 2 (TAC62-63/01).
(Councillors Irwin/Chant)

Item 2 (TAC62-63/01) – Rous Water

- 141/01 **RESOLVED** that –
1 An estimate be provided to Rous Water for Council to make and erect suitable warning signs as outlined above.
2 The matter of upgrading the intersection in accordance with the above be referred to Rous Water for its attention.

- 3 Rous Water be requested to place a gate on the road to prevent general public access and to manage usage.
(Councillors Crowther/Irwin) (01-8376: R8661,R841)
(S352)

This concluded the business and the meeting terminated at 8.10 pm.

CONFIRMED this 14TH day of AUGUST, 2001 at which meeting the signature herein was subscribed.

MAYOR

MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE CITY OF LISMORE HELD IN THE COUNCIL CHAMBER, GOONELLABAH ON TUESDAY, JULY 31, 2001 AT 6.00PM.

Present: His Worship the Mayor, Councillor Gates; Councillors Baxter, Chant, Crowther, Gallen, Hampton, Irwin, King, Roberts, Suffolk, Swientek and Tomlinson, together with the General Manager; Group Managers- City Works, Planning & Development, Business & Enterprise; Acting Group Manager-Corporate & Community Services (R Santin), Manager-Client Services, Manager-Economic Development & Tourism, Manager-Communications & Public Relations, Recreation Planner and Administrative Services Manager.

Apologies/ NIL
Leave of
Absence:

PUBLIC ACCESS SESSION:

Prior to the commencement of the meeting, a Public Access Session was held at which Council was addressed by the following:-

Geoff Walker re Report –Proposal for Acquisition of Property Nos. 505,25365

(See Minute No. 143/01)

Mr Walker sought Council's support to acquire a portion of Lot 12, DP 858912 adjoining Tucki Creek to allow the extension of the Birdwing Butterfly Walk to Holland Street. He spoke of the value of the Walk in general and the benefits of extending it to Holland Street.

(S790)

Stan Heywood re Report – Memorial Baths Redevelopment

(See Minute No. 144/01)

Mr Heywood addressed a number of issues surrounding the pool including delays, cost, Council debt levels, competing projects and alternative facility providers.

(P6768)

Gai Longmuir re Mayoral Minute – Temporary Relocation of Neighbourhood Centre

(See Minute No. 146/01)

Ms Longmuir gave a brief history of attempts to find alternative accommodation as part of the proposed development. She described the Commonwealth Bank as unsuitable and the Library in Carrington Street as very suitable to their needs. She expressed a preference for one move only.

(S725)

MAYORAL MINUTE:

Temporary Relocation of Neighbourhood Centre

142/01

RESOLVED that this matter be considered in Committee-of-the-Whole. (Councillors Crowther/Hampton) (P725)

REPORTS:

Proposal for Acquisition of Property Nos. 505, 25365

(Copy attached)

A MOTION WAS MOVED that the report be received and the Masterstroke facility not be purchased as a substitute for the development of a leisure facility on the Goonellabah Town Centre site.

(Councillors Swientek/Hampton)

AN AMENDMENT WAS MOVED that the report be received and –

- 1 The Masterstroke facility not be purchased as a substitute for the development of a leisure facility on the Goonellabah Town Centre site.
- 2 Council seek to purchase the land adjoining Tucki Creek from the end of the existing Birdwing Butterfly track to Holland Street, to be dedicated back to the community.

(Councillors Irwin/Tomlinson)

On submission to the meeting the AMENDMENT was DEFEATED.

Voting Against: Councillors Swientek, Chant, Baxter, Hampton, Suffolk, Gates and Crowther.

143/01 **RESOLVED** that the report be received and the Masterstroke facility not be purchased as a substitute for the development of a leisure facility on the Goonellabah Town Centre site.

(Councillors Swientek/Hampton)

Voting Against: Councillors Chant, Suffolk and Crowther.

(P505,P25365)

Memorial Baths Redevelopment

(Copy attached)

144/01 **RESOLVED** that the report be received and -

- 1 That the outcomes and agreements reached at the Council workshop held on July 25, 2001 and outlined in this report form the basis of the tender documents for the Memorial Baths redevelopment design works, as follows:-

a) Facilities to be provided:

- i) The minimum inclusions are to be considered as part of the initial development with options for pool shade or enclosures to be considered, excluding a new entrance to the complex but allowing for a side entrance for times when the memorial is being used for remembrance ceremonies.
- ii) The additional / other inclusions are to be incorporated into a master plan for the site for provision at a later stage.

b) It will be stated in the tender documents that the total project budget is \$4 million.

c) The project is to be delivered via a 'cost managed' approach in which the design works are to be completed in phases (separable portions).

- 2 That the minimum works are not to be undertaken in stages.

(Councillors Suffolk/Chant) (P6768)

Voting Against: Councillors Irwin, Roberts, Tomlinson, Gallen and Swientek.

CONFIDENTIAL MATTERS - COMMITTEE OF THE WHOLE:

145/01 **RESOLVED** that Council now exclude the press and public and meet in Committee of the Whole to consider the following matters:-

**Mayoral Minute – Temporary Relocation of Neighbourhood Centre
Report - Lismore Square Property Negotiations and Former Commonwealth Bank
Building (180 Molesworth Street)**

Grounds for Closure – S10D(2): Section 10A(2)(d)
(Councillors Baxter/Hampton)

RESUMPTION OF OPEN COUNCIL:

When the Council had resumed its former sitting, the General Manager reported that Council, meeting in Committee of the Whole, had resolved to exclude the press and public during its consideration of the beforementioned matters to preserve the confidentiality of commercial information of a confidential nature

AND IT NOW RECOMMENDED

**Mayoral Minute – Temporary Relocation of Neighbourhood Centre
Report - Lismore Square Property Negotiations and Former Commonwealth Bank
Building (180 Molesworth Street)**

- 1 Council not acquire the former Commonwealth Bank building at 180 Molesworth Street (Lot 1 of DP 121070) and that the General Manager write to the marketing agents advising of this decision.
- 2 The General Manager continue negotiations with the developer of Lismore Square and when the negotiations are finalised, report back to Council with a proposed arrangement encompassing all of the Council property matters that are associated with this development.
- 3 All communication and negotiations with the developer of Lismore Square, the Lismore Neighbourhood Centre and other parties involved in this matter, be undertaken exclusively by the General Manager (or his delegate) in consultation with the Councillor Negotiating Committee.
- 4 Council form a group to liaise with the General Manager and oversee the progress of negotiations.
- 5 Council not enter into any legally binding agreement with the developer or other parties until Council resolves to do so and also subsequently executes and exchanges the appropriate contractual documents.
- 6 That Mr McConaghy be encouraged to expedite negotiations over Council property acquisitions.

FURTHER, that the Negotiating Committee comprise Councillors Crowther, Gates and Hampton.

146/01 **RESOLVED** that the General Manager's report of Council meeting in Committee of the Whole be received and adopted.
(Councillors Roberts/King)
Voting Against: Councillor Swientek.
(S725, P6834)

This concluded the business and the meeting terminated at 8.15 pm.

CONFIRMED this 14TH day of AUGUST, 2001 at which meeting the signature herein was subscribed.

MAYOR _____

