

# COUNCIL Business Paper



**LISMORE**  
*City Council*

**AUGUST 8, 2000**



## **NOTICE OF COUNCIL MEETING**

An ORDINARY MEETING of LISMORE CITY COUNCIL will be held at the COUNCIL CHAMBERS, Oliver Avenue, GOONELLABAH on TUESDAY, AUGUST 8, 2000, at 6.00pm and members of Council are requested to attend.

(Ken Gainger)  
GENERAL MANAGER

August 1, 2000

# **COUNCIL BUSINESS AGENDA**

**August 8, 2000**

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**NOTICE OF RESCISSION MOTION**

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

*The decision to relocate the Economic Development Unit to the Administration Building in Goonellabah be rescinded.*

**171/00 Resolved that the report be received and –**

- 1 The Manager-Economic Development Unit be located in the Council's Administration Building for a trial period of 12 months.**
- 2 The Manager- Economic Development Unit become a member of the Development Assessment Panel and trial a "one stop shop" development system.**
- 3 Any relocation back to the City Centre after the one year trial period only be considered when amalgamation of Lismore Unlimited, Lismore Economic Development Unit and Lismore Business Enterprise Centre has been achieved.**

**COUNCILLOR** D J Roberts

**COUNCILLOR** D R Tomlinson

**COUNCILLOR** J F Crowther

**DATE** July 18, 2000

(00-11000: S644)

## LISMORE CITY COUNCIL - Meeting held August 8, 2000

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|                                  |   |
|----------------------------------|---|
| <b>Subject/File No:</b>          | OLD LISMORE HIGH SCHOOL SITE<br>AL:LC:P25791, P26243  |
| <b>Prepared By:</b>              | Manager Client Services – Andrew Lovett<br>Manager Community Services – Anne Meagher                          |
| <b>Reason:</b>                   | To update Council on the State Governments Response to Councils proposal for the Old Lismore High School Site |
| <b>Objective:</b>                | To gain Councils endorsement for a revised proposal to the Department of Education and Training               |
| <b>Management Plan Activity:</b> | Art Gallery, Library and Property   |

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### **Background:**

Council, at its meeting of December 14 last year, received a report produced by a staff project team into the old Lismore High School Site. Council resolved as follows (Minute 398/99):

*That the report be received and -*

- 1 Council proceed to purchase Lot 11 of DP 859167 (Harold Fredericks Carpark) for the amount of \$425,000 from the Minister for Education and Training.*
- 2 Council give public notice that it intends to acquire Lot 11 of DP 859167 as operational land.*
- 3 The General Manager write to the Minister for Education and Training informing him of Council's concerns over the fire safety situation of "A" block on Lot 15 DP 867281 and that the potential acquisition of "A" block be reviewed by Council following receipt of a report from the NSW Fire Brigade pursuant to the fire safety aspects of the building.*
- 4 The General Manager write to the Premier of NSW and Minister for the Arts, the Hon Bob Carr, reminding him of his pre-election commitment, and providing him with a summary of the opportunities and constraints of the proposed Arts/Cultural project and requesting appropriate State Government financial assistance to -  
a) bring all buildings into compliance with Building Regulations and render them suitable for use;  
b) to provide at least \$200,000 in recurrent operational funding to support community programs.*

The purchase of the Harold Fredericks Car Park was completed successfully prior to June 30, 2000. Letters were dispatched to the Ministers for Education and Training and to the Premier as outlined in Items 3 and 4 above. Local Members of Parliament acted on our behalf to lobby in this matter.

Since that time Council has received acknowledgement of receipt of the letters and there has been a range of informal communications with various officers of the Premiers Department and the Department of Education and Training (DET). We have not received a conclusive formal response.

### **State Government Position**

The State Government's position appears to be:

1. The Premier remains very supportive of the project however,
2. The State Government will not be providing the funding requested to bring the buildings up to standard (estimated at \$2.5 million),
3. The State Government would expect the site to be self-funding and not require any recurrent operational funding from State Revenues,
4. That the project be re-constituted on a staged basis,
5. Sympathetic commercial enterprises should be encouraged on the site to improve the ongoing operational funding situation,

## LISMORE CITY COUNCIL - Meeting held August 8, 2000

### Old Lismore High School Site

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6. Council should apply for funding through the various State programmes that may be able to assist in the project, and
7. The Department of Education have commissioned the NSW Department of Public Works to report on the fire safety situation for the whole site. It is understood that the report has been generated in draft form but I have not yet been able to obtain a copy.

This feedback has been gained through various conversations with the Premier's Regional Co-ordinator and his Arts Advisor and officers of the Properties Directorate of the DET. Cr Tomlinson has also confirmed this information after meeting the Premier at a recent event at Wagga Wagga.

### Government Policy

The Carr Labor Government published as part of its pre-election manifesto, a policy of "Encouraging the Arts in Local Communities". This policy states:

*"Labor will, in our second term: ... subject to further negotiations assist Lismore City Council to develop a new cultural precinct for its City Centre."*

### Old Lismore High School Site Incorporated (OLHSS Inc)

A group of interested people have continued to meet with the aim of progressing the development of the Cultural Centre. There have been several meetings which are leading towards a formation of an incorporated association, OLHSS Inc. It is understood that the association name has been reserved. The group of interested people include representatives from Southern Cross University, Lismore Neighbourhood Centre, Lismore Unlimited, NORPA and Council.

### Southern Cross University

Meetings have been held with the new Vice Chancellor of SCU Professor John Rickard. The Vice Chancellor has expressed in principle support for the University being involved in the site. The School of Contemporary Arts are working on practical ways in which this can be achieved.

### Lismore Neighbourhood Centre

Councillors are aware that the Lismore Neighbourhood Centre is to be relocated in the event of the Lismore Square development proceeding with the expansion of the shopping centre. The people at the Neighbourhood Centre are keen for an early resolution to finding a new site. Councillors are aware that C Block at the Old Lismore High School Site would have more than enough room to house the Neighbourhood Centre.

### NORPA

NORPA have advised that due to large time commitments to their various activities such as the City Hall, Star Court Theatre and Brisbane Bi-Annual Arts Festival, they have to step back in their role at the Old Lismore High School Site. Ms Liz Terracini has indicated a strong interest in the site being developed and acknowledges the benefits that will come to the CBD. NORPA is continuing to work with the State Government to bring about the concept of a "Cultural Laboratory" to encourage performing artists from the capital cities into the northern rivers area. It is proposed that the basement level of B Block could be used as a rehearsal space in line with the artistic laboratory concept.

### Library

Lismore's Central Library currently occupies an area of around 550 metres squared. The area of B block is in total 1800 squared metres over three floors. On relocation, the Library would probably take the top floor of this building and approximately half of the first floor with an appropriate entrance on the ground floor. This leaves a significant portion of this building available for use by organisations like NORPA and perhaps some office or other commercial leasing.

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## Old Lismore High School Site

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### **Potential for development of the Harold Fredericks Car Park.**

As previously outlined Council is now the owner of the Harold Fredericks Car Park. This site is approximately one hectare in area and is a prime CBD location. It has frontage to Magellan Street and to Dawson Streets and for many developers would present strong commercial development potential. In the future it may be possible for Council to enter into a relationship with a developer whereby part of the site was used for commercial development and as an inkind contribution the developer could for example: construct an Art Gallery/Museum Complex above the level of the car park. Importantly, the carpark capacity of the site must be maintained.

### **Lismore Economic Development Advisory Panel**

Councillors would note that it is a major objective of LEDAP to progress this site.

### **Problems with A Block**

Councillors may recall from the previous investigations into the site that there were a number of specific problems that relate to the A Block Building located on Lot 15 of DP 867281. This is the building located on the corner of Keen and Magellan Streets and that is occupied by the Conservatorium of Music. These problems include:

1. Foundation and cracking problems;
2. Fire safety concerns, and
3. Financial concerns about the long-term peppercorn lease arrangement (21+10 years remaining).

Unless there is a guaranteed financial arrangement with the State Government (which has been rejected), we are not able to recommend that Council take ownership of this allotment.

### **Potential of B and C Blocks**

The remainder of the old school site is comprised of Lot 14 of DP 867281. This allotment contains Blocks B and C as well as the Young and Powerful School, the old Manual Arts Building (high set weatherboard building) and the old Cadet Hut.

This allotment provides significant potential for Council. The two main buildings have been inspected by Council's Building Services Section (Mr Warwick Sherring) and appear to be structurally sound. B Block it has been used as a library building before and could be adapted for this purpose to replace Council's CBD facility. C Block could be used for a replacement site for the Lismore Neighbourhood Centre to allow for the removal of the current building when the expansion of Lismore Square takes place.

It should be noted that there is significantly more room available in these buildings than required by the two organisations. Therefore it would be possible to let space for other purposes. The lower floor of C Block could be used for short-term lettable rooms for conferences, teaching spaces etc.

Independent appraisals place both lots 14 and 15 at nil commercial value.

### **Proposed Guiding Principles for Council's Future Involvement in the Site**

Given the State Governments position, Council should be mindful of the following Guiding Principles for the site:

1. No increase in Council's debt position,
  2. Attempts should be made to maximise the level of self-funding of the site,
  3. Entrepreneurial talent be used to generate sympathetic income at the site eg stalls, markets, footpath style dining, internet sales, sub letting of space,
  4. Community activity of a wide range of types should be encouraged, and
  5. Involvement of local service clubs and community organisations – i.e. the community must put up for this project to go forward.
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# LISMORE CITY COUNCIL - Meeting held August 8, 2000

## Old Lismore High School Site

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### The Way Forward

It is recommended below, that Council make formal approach to the Minister for Education and Training requesting that Lot 14 (B & C Blocks) be transferred to Council whilst Lot 15 (A Block) would remain with the Department.

If the Minister approves, then Council's future approach should be as follows:

1. The buildings remain boarded up whilst Council pulls together funding;
2. Continue to put an amount into reserves for the replacement of the Library (currently \$100,000 per annum);
3. Place the current Library Building on the market for sale under long term settlement (12 to 18 months) – this would allow B Block to be renovated during the period between contract and settlement and also provide significant funds toward the new site;
4. Alternately, look towards commercial leasing of the current library building;
5. Apply through the various State Library and other State and Federal Government funding programs;
6. Co-opt support from local service clubs and community organisations in terms of fundraising for the new facility;
7. Negotiate with the developer of Lismore Square for the relocation of the Lismore Neighbourhood Centre to the Site;
8. Negotiate with NORPA for the location of the "Creative Laboratory" at the site; and
9. Negotiate with the Southern Cross University towards the establishment of a presence at the site.

### Developing a Business Plan

Following discussions with representatives of Government, Industry and Business, it has become clear that in order to progress the concept further a detailed Business Plan for the Northern Rivers Cultural/Arts Precinct is required.

Essentially, the Business Plan will involve the following processes:

1. **Economic Feasibility** – a key focus of the Business Plan is to determine the strategic economic feasibility of the proposal. This will involve an analysis of the commercial potential of the site and the identification of capital raising mechanisms to allow the proposal to proceed and the viability of the site in the long-term. Physical considerations will be considered once the economic feasibility determines that the project should commence.
2. **Scope and Accommodation Needs** – to determine the physical scope of the amenity, existing and potential, consolidating existing reports by the Department of Public Works and Lismore City Council. The scope statement will also define all user requirements and specific needs such as fire control and flood risk management.
3. **Consultation regarding Future Uses** – to address this issue a number of focus groups/interviews with key stakeholder groups including art/cultural groups, the business community and educational institutions to generate ideas for the site.
4. **Management Appraisal** – will develop and appraise management options for the site.

Funding is available from the Commonwealth Department of Employment, Workplace Relations and Small Business under their Regional Assistance Programme (RAP) and the Department of State and Regional Development under their Developing Regional Resources Programme to finance the cost of developing the Business Plan. An application has already been forwarded to the Commonwealth Government and preparation on the submission to the State Government is well advanced. Both Commonwealth and State Government funding sources have indicated a strong level of support for the submissions in their draft stage. However, both Commonwealth and State Government sources have stated that Council's opportunities for attracting funding to complete the Business Plan will be greatly enhanced if a contribution from Local Government is forthcoming.

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## Old Lismore High School Site

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Contributions of \$22,000 each will be sought from the Commonwealth and State Governments whilst a contribution of \$10,000 is sought from Lismore City Council.

The development of a Business Plan is considered an essential step in progressing the proposal further, particularly with regard to analysing the commercial potential of the site and in identifying crucial capital raising mechanisms to ensure long-term viability of the site.

### Finances

Capital estimates for the renovation of the site were provided in the previous report to Council. The costs that relate to Lot 14 are outlined below:

|                    |   |
|--------------------|---|
| B Block            | \$ 958,000  |
| C Block            | \$ 360,000  |
| Grounds            | \$ 100,000  |
| Manual Arts        | \$ 130,000  |
| Drama Studio       | \$ 30,000   |
| Car Park Additions | \$ 124,000  |
| Building Removals  | \$ 20,000   |
| Relocation Costs   | \$ 35,000   |
| Contingency at 14% | \$ 246,000 * adjusted for the removal of A Block renovation costs |
| <b>Total</b>       | <b>\$2,000,000</b>  |

Operational Expenses are expected to be in the order of \$150,000 to \$200,000 per annum.

### Manager - Finance & Administration Comments

This proposal, if accepted by the State Government, provides an ideal opportunity for Council to develop a cultural precinct, if so desired, where development is controlled by Council.

It is agreed that the cost of redevelopment and operation is considerable, and not within Council's immediate capacity to fund. However, the suggestion that redevelopment not proceed until funding is basically assured offers the protection required to overcome this situation. This in effect will buy us the time required to minimise the financial impact on Council's resources. On this basis, the proposal is supported.

The only concern is that by Council taking ownership of the site, public expectation of immediate development may be created and this may not be satisfied for some time.

In relation to the conditional funding to prepare a Business Plan, if we want the cultural precinct concept to work, this must be supported. This will assist in receiving grants and attracting entrepreneurial funds to this site.

No specific funding is available for this contribution and it is suggested that it come from the operating surplus.

### Public Consultations

Various meetings of the OLHSS Inc.

### Other Group Comments

N/a.

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## **Old Lismore High School Site**

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### **Conclusion**

This revised approach to the acquisition of the site provides a reasonable step forward for Council towards the development of the Cultural Precinct. It meets the State Government's requirements and also protects Council's financial position.

### **Recommendation GM22**

That:

1. Council make formal approach by writing to the Minister for Education and Training, requesting that Lot 14 of DP867281 be transferred to Council at nominal value as operational land whilst Lot 15 of DP 867281 remains in the Minister's ownership.
2. Council request a copy of the fire safety report for the site from the Minister for Education and Training.
3. Council contribute \$10,000 towards the cost of developing a Business Plan on the condition that funding is forthcoming from Commonwealth and State Government sources for this purpose.

|                                  |  |
|----------------------------------|--|
| <b>Subject/File No:</b>          | MEMORIAL BATHS REDEVELOPMENT – LAND MATTERS AND PROJECT DELIVERY METHOD<br>(AL:LC:P2693)   |
| <b>Prepared By:</b>              | Manager Client Services – Andrew Lovett  |
| <b>Reason:</b>                   | Council authorisation for proposed land acquisitions as required by the Local Government Act. Council endorsement of the Proposed Project Delivery Method. |
| <b>Objective:</b>                | Authorisation to proceed with land matters and initiate preliminary design and tendering processes.  |
| <b>Management Plan Activity:</b> | Swimming Pools   |

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### **Background:**

Council, at its meeting of May 16, resolved to continue negotiations with the Lismore RSL Club for the acquisition of the bowling green land. At a workshop held on June 13, Council considered various issues associated with the Memorial Baths Project including the project delivery method.

### **Land Matters**

Pursuant to Council's resolution, negotiations have proceeded with the General Manager and Board of Lismore RSL Club Limited (RSL). A draft Deed of Agreement has been drawn up which covers all of the RSL land matters that are associated with the development. The main features of the Deed of Agreement are listed below.

The RSL will:

1. Transfer to Council part of the overall RSL allotment (Lot 1 of DP749278) measuring an area of approximately 710 square metres as per Diagram A. This is part of the bowling green land and will become part of the pool enclosure.
2. Transfer to Council the RSL carpark on the eastern side of Victoria Street (Lots 2 & 3 of DP781912)
3. Release the RSL's objection to the closure of Market Street.
4. Agree to reciprocal rights of way and reciprocal easements for the parking over the proposed carpark on the remainder of the bowling club land in favour of the Lismore City Bowling Club, Lismore Croquet Club and the public. Refer to Diagram B.
5. Agree as owners of the various allotments to the lodgement of any necessary development applications for the project.
6. Acknowledge that Council cannot fetter its obligations as the development approval authority.

Council will:

1. Develop a paved car park and landscape area over the balance of the bowling green land. Refer to draft plan CP2021 attached.
  2. Develop a paved carpark in Lots 2 and 3 of DP 781912, as a staged, future development.
  3. Relocate the recycling drop-off centre currently located in Victoria Street adjacent to the RSL.
  4. Make available to the RSL the former Lismore Airport Terminal building insitu, for the purposes of developing a club house for the lawn bowls area at the RSL Sports Club on Oliver Avenue, Goonellabah. All relocation, consent, utility, site clean up and other costs to be borne by the RSL.
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5. Replace any water, sewerage, power and telephone services to the RSL, which are affected by the development. (These have been costed into Project Estimates)
6. Pay to the RSL the amount of \$180,000. 10% to be held in trust by the RSL's Solicitors on entering into this agreement and the balance is paid on conclusion of all matters required for settlement.

**General Provisions**

1. The actioning of the Deed is subject to the project going ahead and if the situation eventuates where the RSL calls a general meeting of members, then it resolves to proceed with the sale on the terms outlined in the Deed and Council subsequently resolves not to proceed then Council agrees to pay the compensation to the RSL, for itemised expenses involved in the calling of the meeting, up to a limit of \$5,000.
2. Each party will pay their own legal and other professional costs.
3. All amounts in the Deed are GST exclusive.

On Council endorsement of the Deed, the RSL will call a general meeting of its members, as required under the RSL's Articles of Association, for the approval of this arrangement.

It is understood that Council expended approximately \$100,000 in developing the old terminal building. The appropriate valuation for the old airport terminal, as a second hand building to be relocated, is a range of \$6,000 to \$15,000. This is based on experience with the relocation of flood prone houses and other commercial buildings both here in Lismore and elsewhere. In all cases where a building is to be relocated, the value achieved is significantly less than what would be considered a reasonable replacement cost. This happens because the purchaser bears additional costs for the relocation and commissioning of the building on the new site.

It is expected that there would be an internal consideration for the old airport terminal building of a value of \$15,000 by way of journal entry from the Memorial Baths Project to the Airport Accounts upon relocation of the building by the RSL.

Council has received advice from an independent, registered valuer that the arrangement defined in the Deed of Agreement represents fair and reasonable value. In a sense, both parties obtain better than market value because there is "special value" to the other party associated with the various assets.

After the completion of the drafting of this report, the RSL approached the author with a proposal for modifying the design of the carpark to be constructed over the bowling green land. The RSL understand that any increases in cost associated with the new proposal would be borne by the RSL and that the number of new carparks available to be credited to the Memorial Baths Project would need to remain at 32.

**Project Delivery Method**

The proposed method of delivery of the project is outlined below. It is a variant of the methodology that is now frequently used by the Department of Public Works and Services, which they call Design, Develop and Construct. For this project we have "coined" the term:

**Engineering Design and Construction**

The project has been broken up into a series of stages, each stage concluding with a milestone.

For stages 1 to 5, Council will be the lead agency and co-ordinate a range of consultants to produce a detailed specification, gain development consent and carry out the selective tendering process. Stages 6 to 12 involve the detailed engineering design and construction of the project. The successful tenderer will be the lead agency at this second phase whilst being monitored under Council's normal project management processes.

To gain additional control over the time and cost aspects of the project, a series of "Milestones" have been defined - a milestone for each of the 12 stages. The contract will be drafted to provide incentive for the contractor to meet time and cost targets for each of the progressive milestones.

Councillors may find it helpful to refer to the accompanying Gantt Chart, whilst reading the commentary below. Note that the duration is listed in working days. That is, there is 20 working days per calendar month.

**Stage 1: Key Initial Decisions**

This stage would conclude early in September 2000 with both Council and the RSL resolving to proceed as per this report. A further workshop has been scheduled to review issues of attendance estimates, cost estimates and pool configuration. The RSL is expected to hold its special general meeting either late in August or early in September to gain approval to proceed with the land matters.

The workshop is scheduled for 15th August, 2000. The information package for the workshop will be provided to Councillor's prior to this meeting.

**Stage 2: Specification and Top Level Design.**

A number of consultants will be appointed to assist and advise during the documenting of the detailed specification and architectural layouts, levels and building design. The consultants required would include Geo-technical, Architect, Pool Design Specialist, Surveyor, Legal, Planner, Heritage and Quantity Surveyor.

These consultants would be pulled together with appropriate Council staff into a Design Team. The Design Team will be led by the Manager - Client Services and progress the early stages of the project through Milestones 2 to 5. The Design Team will liaise with the Councillors Committee through the Recreation Planner and Manager – Client Services.

The outcome of Stage 2 will be a fully developed specification, which covers all of the major issues of the site and at a level which is able to be selectively tendered and comprises all of the drawings and studies required for the submission of the development application.

This stage is expected to be completed by the 2<sup>nd</sup> November 2000. It concludes with *Milestone 2: Specification Complete*.

**Stage 3: Land Matters**

The land matters include all of those issues defined in the draft Deed of Agreement and the closure of Market Street. Apart from initial agreement by the parties, this particular stage is not on the critical path for the project. It is expected that this stage will be completed by 12<sup>th</sup> February 2001.

### **Stage 4: Tendering**

The proposed method of tendering involves a two-stage process of firstly calling for Registrations of Interest and then proceeding to selective tender. There are two significant differences between the tendering for this project and the method used for the Airport Terminal. There will be a very highly detailed specification provided to Tenderers and the Council is taking lead agency responsibility through to development consent.

This tendering approach will allow Council to initially test the market with the ROI. A short list of five registrants will be selected for selective tender by the General Manager. This will be on the advice of the staff members of the Design Team. In contrast to the Airport Project, it is not expected that Council will provide either a payment to the tenderers or information as to the project budget. Council will instead be providing a more developed specification.

This stage concludes with *Milestone 3: Tendering Complete* on or about the 1<sup>st</sup> February 2001.

### **Stage 5: Development Approval**

Stage 5 incorporates the various studies that will be required for the Development Application (DA), preparation of the application documents and then assessment of the DA. There will be a range of studies required including Statement of Environmental Affects, Social Impact, Traffic, Sun Protection Measures, Landscape Plan, Flooding effects, Lighting impacts, Heritage and also liaison with Government Departments such as the Department of Urban Affairs and Planning (DUAP) and the Department of Land and Water Conservation (DLWC).

The assessment of the DA will be carried out by an independent, external planner.

This stage is expected to conclude with *Milestone 4: Development Consent* on or about 15<sup>th</sup> January 2001.

### **Stage 6: Engineering Design and Construction Certificate**

This is the first stage for which the successful tenderer will take the lead responsibility. It involves the detailed engineering design including civil, mechanical, electrical and hydraulic engineering and any other detail works required to ensure appropriate construction documentation is available. During this stage the contractor will also be responsible obtaining the Construction Certificate.

This stage is expected to conclude with *Milestone 5: Construction Certification* on or about 26<sup>th</sup> April 2001.

### **Stages 7-12: Construction**

The next major phase of the total project is the construction of the new facility. This has been broken up into a number of sub-stages, which are outlined in the accompanying Gantt Chart. The successful tenderer, as part of the tender process, will furnish their own project plan for this segment of the programme. The sub-stages have been defined to give an indication of the duration and approximate sequence of the construction.

The contract will be structured to ensure that there is incentive for the contractor to meet the Milestone targets, that they provide, in terms of cost and timing.

It is important to note that construction is expected to be complete by Milestone 12 on or about the 1<sup>st</sup> February 2002. This is a longer construction period than a number of Councillors expected however it is very important to be realistic in terms of cost and timing in these early stages of the project. An allowance of 40 working days has been made for rain delay. Clearly, depending on the year, the rain delay could be substantially worse than this.

## **LISMORE CITY COUNCIL - Meeting held August 8, 2000**

### **Memorial Baths Redevelopment – Land Matters & Project Delivery Method**

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This method of delivering the project provides a tailored approach. The essence of the project is the engineering design and construction of the pools. This will be tightly specified through the early stages. The contractor's engineering strength will be leveraged during the detailed design and construction phase.

Council is in the best position to take the lead role during the early stages. Council is also in the best position to prepare a quality DA with the assistance of consultants.

#### **Manager - Finance & Administration Comments**

Land Matters - This would appear to be a reasonably good outcome from Council's perspective as it resolves all known issues associated with an expansion of the site to accommodate the adopted option.

In respect of the settlement amount of \$180,000, it is within the range identified in the original report to Council of between \$150,000-\$200,000.

Project Delivery Method - The adoption of the proposed 12 stage approach to project delivery appears logical and is supported. It provides control over key areas such as design and tendering which will ensure that our requirements and expertise are realised in the project.

General - Depending on the items on the Workshop Agenda for August 15, 2000, it is proposed to provide details as to the impact of this facility on Council financial position for information purposes.

#### **Public Consultations**

N/a.

#### **Other Group Comments**

##### **Acting Group Manager – Planning & Development –Matt Kelly**

The Draft Deed Of Agreement nominates for the relocation of the "recycling drop-off centre currently located in Victoria Street adjacent to the RSL." As Council is aware a review is currently underway to determine future options for solid marketable recycling services provided to the Lismore community.

##### **Group Manager Business & Enterprise – Craig Kelly**

As part of the airport redevelopment project the old terminal was to be converted into a freight terminal. It is important to have this in the development of the airport as Lismore is a key freight hub for the region and the current arrangements are outside CASA' s expectation of best practice.

The old terminal cost in the order of \$100,000 to put in place 10 years ago. The Airport Advisory Panel should have the opportunity to advise Council on appropriate plans for the building. A special meeting of the Airport Advisory Panel was proposed but was not convened before this report was drafted. Another special meeting will be proposed prior to consideration of this report by Council and any resolutions distributed to Councillors by facsimile.

##### **Recreation Planner Comments – Alex Wilford**

The Draft Deed of Agreement relating to the Land Matters is considered fair and reasonable for both parties. The terms of the agreement provide a much needed opportunity to increase car parking in the vicinity and improve the aesthetic value of the area. The RSL Club and users of the redeveloped Memorial Baths and other public facilities in the area will benefit from these improvements.

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## **LISMORE CITY COUNCIL - Meeting held August 8, 2000**

### **Memorial Baths Redevelopment – Land Matters & Project Delivery Method**

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While the proposed project delivery method is quite unique, it is most appropriate for this project. It allows Council to maintain strict control of the vital specification and top level design stage with input from experts in all key areas. Strict cost control during this stage may result in substantial capital and operational cost savings.

It is important to include an experienced pool manager in the Design Team to ensure that the facility will work efficiently and effectively from an operational point of view.

The proposed selective tendering approach, with initial ROI and short listing will allow Council to test the market before selecting the best five registrants to tender. This will allow ample scope to achieve a competitive bid while eliminating the need for all interested parties to expend substantial funds to prepare tenders.

The inclusion of milestones and incentives during the construction phase will help to ensure the project remains on track without unnecessary delays.

The proposed workshop will provide an opportunity to review and discuss attendance and cost estimates and determine the configuration of the leisure/program/toddlers pools and all financial implications.

### **Conclusion**

The report outlines innovative approaches to both the land matters and project delivery. The approaches have been designed to obtain the best value for Council and provide appropriate risk mitigation.

### **Recommendation GM23**

That:

1. Council authorise the General Manager, in consultation with the Mayor, to finalise and execute the Deed of Agreement along with any consequent Contracts for Sale, Memoranda of Transfer, Section 88B Instruments and Plans of Subdivision under the common seal of Council, in line with the terms of the Deed of Agreement as it affects Lot 538 of DP 755718, Lot 1 of DP 118543, Lot 1 of DP 749278, Lots 2 and 3 of DP 781912 and Lots A and B of DP 152858 and the section of Market Street that is to be closed.
2. Subject to agreement with the RSL on the land matters, Council authorise the General Manager to call for Registrations of Interest for the Engineering Design and Construction of the Memorial Baths Redevelopment Project, short list five registrants, proceed to selective tender for the project upon the completion of the detailed specification, and report recommendations for tender selection to the Council.
3. At the scheduled workshop, Council further review the proposed configuration of the Leisure/Program/Toddlers Pool and the attendance and cost estimates.
4. The old Airport Terminal be included as part of the consideration for the RSL land matters and that a journal entry be made to transfer \$15,000 from the Memorial Baths Project to the Airport upon removal of the old Airport Terminal building by the RSL.

## LISMORE CITY COUNCIL - Meeting held August 8, 2000

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**Subject/File No:** MISCELLANEOUS SECTION 356 COMMUNITY DONATIONS (S164)  
**Prepared By:** Tricia Shantz – Community Development & Project Officer  
**Reason:** Miscellaneous Section 356 – Policy Guidelines  
**Objective:** To inform Council of the Section 356 Funding for 2000/01  
**Management Plan Activity:** 1.5

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### **Background:**

Council has allocated \$29,500 in its 2000/01 budget for Miscellaneous Section 356 Community Donations. In accordance with Council policy, applications were sought from community groups and a total of thirty-nine (39) applications plus one late request for funding valuing \$72,104 were received.

When the report was finalised eleven of the twelve Councillors had voted. The following projects received the most votes from Councillors:

|  |                 |
|--|-----------------|
| 1. Lismore Musical Festival Society                    | \$2,200         |
| 2. Richmond River Historical Society                   | \$2,194         |
| 3. Rotary Club of Summerland Sunrise                   | \$2,200         |
| 4. Lismore Pre-school                                  | \$800           |
| 5. Catholic Schools Parent Forum –Drugs Education Area | \$2,200         |
| 6. Lismore Meals on Wheels Service                     | \$1,000         |
| 7. Lismore Senior Citizen’s Social Club                | \$2,200         |
| 8. Rural Fire Service Training Unit                    | \$2,200         |
| 9. Lismore Rural Fire Service Catering Unit            | \$2,200         |
| 10. Nimbin Youth Club                                  | \$2,200         |
| 11. 1 <sup>st</sup> Goonellabah Scout Group            | \$2,200         |
| 12. 1 <sup>st</sup> Lismore Scout Group                | \$2,200         |
| 13. St. Joseph’s Aged Care Facility                    | \$2,200         |
| 14. Wyrallah Road School                               | \$600           |
| <b>SUB-TOTAL</b>                                       | <b>\$26,594</b> |

The next two projects received five (5) votes each. There is an amount of \$2,906 left to be allocated.

- a) The Channon Public School P&C **\$2,100**  
The Channon district celebrated its hundredth anniversary in April this year. As a lasting commemoration of this event, the P&C would like to erect a permanent sign in the village of The Channon, depicting some of the significant, historical sites.
- b) Power Kidz **\$2,200**  
The group transports each week, free of charge, 60-80 children (approximately 90% are Aboriginal) from Shearman Drive and McDermott Avenue to South Lismore where they attend a Christian program which is aimed to help them to make right choices in their lives as they begin to face issues such as drugs, alcohol, crime, violence, etc. The major expense is bus transport. The group also provides treats, food and prizes each week. The workers are voluntary and funding comes mainly from the COC Church.

There are a couple of options available to Councillors. These are:

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# LISMORE CITY COUNCIL - Meeting held August 8, 2000

## Miscellaneous S356 Community Donations

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1. Divide the remaining funds evenly between the two projects. This would allow \$1,453 per project and expend all funds.
2. 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.

### Manager - Finance & Administration Comments

N/A

### Other Group Comments

N/A

### Recommendation (COR31)

1. That the 2000/2001 miscellaneous Section 356 donations be provided to the following fourteen (14) projects:-

|  |         |       |
|--|---------|-------|
| 1. Lismore Musical Festival Society                    | \$2,200 |       |
| 2. Richmond River Historical Society                   | \$2,194 |       |
| 3. Rotary Club of Summerland Sunrise                   | \$2,200 |       |
| 4. Lismore Pre-school                                  |         | \$800 |
| 5. Catholic Schools Parent Forum –Drugs Education Area | \$2,200 |       |
| 6. Lismore Meals on Wheels Service                     | \$1,000 |       |
| 7. Lismore Senior Citizen’s Social Club                | \$2,200 |       |
| 8. Rural Fire Service Training Unit                    | \$2,200 |       |
| 9. Lismore Rural Fire Service Catering Unit            | \$2,200 |       |
| 10. Nimbin Youth Club                                  | \$2,200 |       |
| 11. 1 <sup>st</sup> Goonellabah Scout Group            | \$2,200 |       |
| 12. 1 <sup>st</sup> Lismore Scout Group                | \$2,200 |       |
| 13. St. Joseph’s Aged Care Facility                    | \$2,200 |       |
| 14. Wyrallah Road School                               | \$600   |       |

2. That the following two (2) projects be allocated \$1,453:

- a) The Channon Public School P&C
- b) Power Kidz

## LISMORE CITY COUNCIL - Meeting held August 8, 2000

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**Subject/File No:** YOUTH COUNCIL PLAN OF MANAGEMENT (S605)

**Prepared By:** Colleen Dowd, Youth Development Officer

**Reason:** Advise Council of the proposed measures to improve the operation of the Lismore Multicultural Youth.

**Objective:** To obtain Council endorsement of the Plan of Management of the Lismore Multicultural Youth Council and nomination of a Councillor as Youth Advocate.

**Management Plan Activity:** Strategic Plan Link: 5,8

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### **Background:**

#### **History:**

In 1995, Council endorsed the establishment of a youth council. This was in response to the Youth Summit, which was chaired by the then Mayor John Crowther, and the Youth Forum held that year where it was identified that young people felt the need for a mechanism which would provide a link between young people, Local Government and the wider community.

In the years since the establishment of the first youth council there have been a number of youth councils. Each youth council on average has lasted approximately a year before new recruitment is required, as young people's lives undergo constant changes and pressures such as study and employment or unemployment, and relocation. This is typical of youth councils around the state and Australia. The youth council was established as an informal committee, outside Council's formal four-year term committee structure.

In July 1999, Council employed a Youth Development Officer. One of the key operational responsibilities of the position is to support and resource the youth council. Another youth council was established in September 1999. The numbers waned after youth week and the Youth Development Officer is currently in the process of new recruitment.

Youth councils have been involved in the planning of the youth week events over a number of years. This year's youth week event was the very successful MEGAMAAD youth festival presented in partnership with Streets Ahead and attended by 1000 young people. Youth councils have commented on the installation of security cameras in the CBD and have been consulted on the planning of Kadina Park. Representatives spoke at the public meetings in 1997 and 1999 held to discuss the proposed Children (Protection and Parental Responsibility) Act. A current youth council member is also a member of the state advisory committee to the Kids Help Line. Youth Council members have also represented Lismore at state conferences on youth affairs.

The youth council is also identified in the Lismore City Council Community and Social Plan, August 1999, as a strategy to produce an outcome of young people being included in Council's strategic planning processes.

The youth council introduces young people to the processes of community organisation and the basic principles of democratic process. Today's young people are the future leaders of Lismore and the youth council is an initiative that is aimed at "young people helping young people".

The youth council has the potential to foster a better understanding between young people and Council. Lismore has a predominately young population. Children and young people aged under 25 make up 40% of the population. The single largest age group in Lismore are the 15-19 year olds (9%), this is considerably higher than North Coast and NSW averages.

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## Youth Council

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The youth council provides Council and Council staff with a reference group in which to consult on all issues affecting young people.

### **Rationale for formalising the youth council's operation:**

The youth council was established with an informal structure and has existed outside Council's formal four-year committee structure. This report recommends the endorsement of a plan of management. The benefits of establishing a plan of management for the youth council could include:

- Formalising a system of representation
- Increasing contact with Councillors and improving the information flow between Councillors and the youth council
- Improving the profile of the youth council amongst council staff and the community
- Providing clear guidelines for the ongoing recruitment of members of the youth council and the manner in which the council will operate, in a format ~~manner~~ that fits in with the demands on the lives of young people.

The plan of management has been designed to incorporate some of the informal aspects of the youth council in order to make it "young people friendly".

The NSW LGSA highlighted the use of the Councillor Youth Advocates model<sup>1</sup>. It requires involvement by a Councillor without membership of the youth council. This addresses the need for independence while at the same time providing an avenue for communication between Council and youth council. Hastings Council Youth Development Officer reports that Hastings Council has successfully used this model.

### **Implications of the Plan of Management:**

- 1 The youth council will be known as the Lismore Multicultural Youth Council. This reflects a decision taken by the members of the youth council to ensure that it represents the diversity of cultures and interests of young people in Lismore.
- 2 The youth council will have up to 18 members. This is larger than the standard Council committee size of 10. This number is important for two reasons, to allow for representation of all schools (there are nine high schools in the LGA) as well as a range of community representation, and to ensure an adequate pool of young people.
- 3 The youth council will "turn over" every year in July/August. The timing of this has been designed so that young people at school can finish their commitments with the youth council before important exam times. New members can get involved and stay involved through the Christmas holidays and into the lead up to Youth Week (early April).
- 4 The youth council will have a nominated Youth Advocate amongst the elected members of Council. The Councillor will not be a member of the youth council, but will be the primary avenue of communication between youth council and the elected Council. The Youth Advocate will be invited regularly to youth council meetings (no more than 5 per year) to exchange information with members. The Youth Advocate can also request to attend meetings. It is envisaged that the Youth Advocate could also become involved with projects and activities initiated by youth council.

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<sup>1</sup>Local Government and Shires Associations of NSW Rural Youth Affairs Project Final Report, "Participation, Public Space and Crime Prevention", November 1998.

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# LISMORE CITY COUNCIL - Meeting held August 8, 2000

## Youth Council

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- 5 Due to the nature of the youth council it is considered appropriate to waive the need for members to complete pecuniary interest forms, however, there is reference in the plan of management to the requirement of declaration of conflict of interest.

### **Meeting dates:**

The meetings for the next 4 months will be held at 4.30 pm on the following dates:

Tuesday, August 22, 2000, at the PCYC

Tuesday, September 26, 2000, at Council Chambers, Lismore Room.

Tuesday, October 24, 2000, to be advised.

Tuesday November 28, 2000, to be advised.

The Youth Advocate will initially be invited to the September meeting.

To foster greater understanding of Council and its functions it is proposed that the youth council attend the Council dinner and meeting of October 10, 2000.

### **Manager - Finance & Administration Comments**

No financial implications.

### **Public Consultations**

The plan of management has been developed in consultation with members of the youth council over the previous year.

### **Other Group Comments**

Not requested.

### **Conclusion**

The Lismore Multicultural Youth Council Plan of Management has been developed in response to issues identified

### **Recommendation (COR30)**

- 1 Council adopt the Lismore City Council – Lismore Multicultural Youth Council Plan of Management.
- 2 Councillor \_\_\_\_\_ be nominated as Youth Advocate to the Lismore Multicultural Youth Council.

**Subject/File No:** LAWN CEMETERY AND CREMATORIUM BUSINESS PLAN  
(KWW:CD:P8791)

**Prepared By:** Kris Whitney – MANAGER LAWN CEMETERY AND CREMATORIUM

**Reason:** To inform Council of the Goonellabah Lawn Cemetery and Crematorium Business Plan

**Objective:** To seek Council endorsement.

**Management Plan Activity:** 5.1

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**Background:**

The Crematorium and Lawn Cemetery represent the section of the Lismore City Council Business and Enterprise Group which services the local funeral industry and associated clients.

The impetus to develop the Lawn Cemetery and Crematorium Business Plan (herein referred to as the *Plan*) stems from the need to consolidate the current market position of the business whilst making provision for the expansion and upgrading of facilities to meet the continued expectations of the market.

The existence of aggressive competition within the regional funeral industry has reduced the market share enjoyed by Lismore Crematorium. Given this fact, a large portion of the plan revolves around strategies and specific objectives which are intended to minimise any further impact by competition.

The Plan sets out broad strategies and associated objectives and details timelines for the implementation of such. The plan will be subject to regular review by the Group Manager Business and Enterprise.

**Scope of Business Plan**

The scope of business activities which are subject to the plan include:

- **Burial Services** – provision of adequate burial grounds to provide for the dignified interment of the deceased.
- **Cremation Services** – Accommodation of cremation requirements (Chapel or Garden Service, Delivery Only or Direct Collection).
- **Memorial Provision** – Design, Sales, Supply and Establishment of memorials.
- **Administration** – Recording of Cremation and Burial Records, Epitaphs, Memorial positioning, Invoicing, Purchasing, Information provision to genealogists, Correspondence, Statistics and Planning.
- **Facility Maintenance** – Development and continued maintenance of the Grounds, Gardens, Buildings and Plant associated with operations.

The future operation and development of the above business activities are addressed within the broad objectives of the Plan's roll-out-plan, and include:

# LISMORE CITY COUNCIL - Meeting held August 8, 2000

## Report – Lawn Cemetery and Crematorium Business Plan

- Marketing Objectives;
- Memorial Development Objectives;
- Competitive Risk Reduction Objectives;
- Production Objectives;
- Human Resource Objectives;
- Financial Objectives.

Specific actions to enable the successful implementation of the various objectives and the required time lines are demonstrated in the below tables taken directly from the roll-out-plan.

| <b>MARKETING OBJECTIVES</b>  |   |  |
|--|---|--|
| <b>OBJECTIVE</b>   | <b>ACTION</b>   | <b>WHEN</b><br>(Date to be completed)  |
| <i>Increase Memorial Sales</i>   | <ul style="list-style-type: none"> <li>• Upgrade graphical sales aids and display examples at crematorium office</li> <li>• Facilitate sales training for relevant staff of crematorium</li> <li>• Direct mail-out after every funeral to highlight memorial options</li> </ul> | <ul style="list-style-type: none"> <li>• July 2000</li> <li>• Sep 2000</li> <li>• Ongoing</li> </ul>                     |
| <i>Elevate public awareness of Lawn Cemetery</i>                       | <ul style="list-style-type: none"> <li>• Develop a promotion budget</li> <li>• Regular Print-Media advertising of memorial options</li> <li>• Opportunistic advertising</li> </ul>  | <ul style="list-style-type: none"> <li>• July 2000</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>                      |
| <i>Elevate Public Awareness of Crematorium</i>                         | <ul style="list-style-type: none"> <li>• Develop a promotion budget</li> <li>• Hold an Open-Day every two years (2000 and 2002)</li> <li>• Regular Print-Media advertising of memorial options</li> </ul>   | <ul style="list-style-type: none"> <li>• July 2000</li> <li>• Oct 2000</li> <li>• Oct 2002</li> <li>• Ongoing</li> </ul> |
| <i>Newsletter Production</i>   | <ul style="list-style-type: none"> <li>• Publish and distribute twice-yearly newsletter</li> </ul>  | <ul style="list-style-type: none"> <li>• Sep 2000</li> <li>• Mar 2001</li> <li>• Sep 2001</li> <li>• Mar 2002</li> </ul> |
| <i>Undertake annual Funeral Director Needs and Satisfaction Survey</i> | <ul style="list-style-type: none"> <li>• Determine survey format</li> <li>• Distribute Survey questionnaire</li> <li>• Conduct analysis and report to GMBE</li> </ul>   | <ul style="list-style-type: none"> <li>• Oct 2000</li> <li>• Nov 2000</li> <li>• Feb 2001</li> </ul>                     |

# LISMORE CITY COUNCIL - Meeting held August 8, 2000

## Report – Lawn Cemetery and Crematorium Business Plan

|                         |  |  |
|-------------------------|--|--|
| <i>Develop Web Site</i> | <ul style="list-style-type: none"> <li>• Develop Budget for web site maintenance</li> <li>• Transfer all records from CIVIL to web database</li> <li>• Update web site every three months</li> <li>• Redesign web site for greater emphasis on memorial promotion</li> </ul> | <ul style="list-style-type: none"> <li>• July 2000</li> <li>• Dec 2000</li> <li>• Ongoing</li> <li>• Mar 2001</li> </ul> |
|-------------------------|--|--|

| <b>MEMORIAL DEVELOPMENT OBJECTIVES</b>                    |   |   |
|---|---|---|
| <b>OBJECTIVE</b>  | <b>ACTION</b>   | <b>WHEN</b><br>(Date to be completed)   |
| <i>Construct Additional Memorials</i>                     | <ul style="list-style-type: none"> <li>• Construct Double Niche Wall (Column 15)</li> </ul>   | <ul style="list-style-type: none"> <li>• Aug 2000</li> </ul>  |
| <i>Develop Staged Landscape Plan for Memorial Gardens</i> | <ul style="list-style-type: none"> <li>• Determine brief for architect</li> <li>• Call for expressions of interest</li> <li>• Select and engage suitable Landscape Architect</li> <li>• Adopt plan after review by Council</li> </ul>   | <ul style="list-style-type: none"> <li>• Oct 2000</li> <li>• Nov 2000</li> <li>• Dec 2000</li> <li>• Feb 2001</li> </ul>                          |
| <i>Develop Stage 1 of Memorial Gardens</i>                | <ul style="list-style-type: none"> <li>• Prepare Budget for Stage 1 of Construction</li> <li>• Obtain necessary approvals to construct stage 1</li> <li>• Develop Contract for construction of stage 1</li> <li>• Call for tenders to construct stage 1</li> <li>• Engage Landscape Builder to construct Stage 1</li> </ul> | <ul style="list-style-type: none"> <li>• March 2001</li> <li>• July 2001</li> <li>• July 2001</li> <li>• Aug 2001</li> <li>• Sept 2001</li> </ul> |
| <i>Promote Completed Stage 1</i>                          | <ul style="list-style-type: none"> <li>• Develop promotional materials and distribute to Funeral Directors</li> <li>• Run specific print media advertising</li> <li>• Hold public opening of new gardens (councillor involvement)</li> </ul>  | <ul style="list-style-type: none"> <li>• Dec 2001</li> <li>• Jan 2002</li> <li>• Jan 2002</li> </ul>  |
| <i>Investigate Sales "Pre-need"</i>                       | <ul style="list-style-type: none"> <li>• Report to GMBE on feasibility of introducing pre-paid Cremation, Burial and Memorial products</li> <li>• Implement marketing of "pre-need" products</li> </ul>   | <ul style="list-style-type: none"> <li>• Feb 2002</li> <li>• Jun 2002</li> </ul>  |

| <b>COMPETITIVE RISK REDUCTION OBJECTIVES</b>                    |  |  |
|---|--|--|
| <b>OBJECTIVE</b>  | <b>ACTION</b>  | <b>WHEN</b><br>(Date to be completed)  |
| <i>Develop and Review Business Plan</i>                         | <ul style="list-style-type: none"> <li>• Adopt Reviewed Plan</li> <li>• Status Report on Plan activities to GMBE, every 3 months</li> <li>• Review Plan every six months</li> </ul>  | <ul style="list-style-type: none"> <li>• July 2000</li> <li>• Ongoing</li> <li>• Dec 2000</li> <li>• July 2001</li> <li>• Dec 2001</li> <li>• July 2002</li> </ul> |
| <i>Maintain Market Prominence</i>                               | <ul style="list-style-type: none"> <li>• Maintain the amenity of current facilities by adherence to a scheduled maintenance program</li> <li>• Ensure sufficient budget provision to maintain service</li> </ul>               | <ul style="list-style-type: none"> <li>• Ongoing</li> <li>• June 2001</li> <li>• June 2002</li> </ul>  |
| <i>Conduct Annual Competitor and Product Development Review</i> | <ul style="list-style-type: none"> <li>• Compile and Report to GMBE the list of real and emerging competitors to Lismore Crematorium and Lawn Cemetery and suggest strategies to minimise the impact of competition</li> </ul> | <ul style="list-style-type: none"> <li>• Dec 2000</li> <li>• Dec 2001</li> <li>• Dec 2002</li> </ul>   |

| <b>PRODUCTION OBJECTIVES</b>              |  |  |
|---|--|--|
| <b>OBJECTIVE</b>                          | <b>ACTIONS</b>   | <b>WHEN</b><br>(Date to be completed)  |
| <i>Reduce Operational Costs</i>           | <ul style="list-style-type: none"> <li>• Develop strategies to maximise efficient use of plant</li> <li>• Investigate opportunities to reduce fixed staff costs</li> <li>• Reduce irrigation water costs</li> <li>• Regular review and reporting of activities conducted under the Facility Maintenance Plans</li> </ul> | <ul style="list-style-type: none"> <li>• Subject to Plant Review</li> <li>• Awaiting outcome of restructure</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul> |
| <i>Increase Throughput of Crematorium</i> | <ul style="list-style-type: none"> <li>• Operate Casket Collection Service</li> </ul>  | <ul style="list-style-type: none"> <li>• Ongoing</li> </ul>  |
| <i>Increase Cemetery Interment Rate</i>   | <ul style="list-style-type: none"> <li>• Effective marketing of Goonellabah Lawn Cemetery</li> </ul>   | <ul style="list-style-type: none"> <li>• See Marketing</li> </ul>  |

| <b>HUMAN RESOURCE OBJECTIVES</b>          |  |   |
|---|--|---|
| <b>OBJECTIVE</b>                          | <b>ACTIONS</b>   | <b>WHEN</b><br>(Date to be completed)   |
| Deliver In-house Sales/Costing Training   | <ul style="list-style-type: none"> <li>• Conduct training specific to new memorial options as they come on-line</li> <li>• Conduct memorial selling / costing training as prices change</li> </ul> | <ul style="list-style-type: none"> <li>• As need arises</li> <li>• June 2000</li> <li>• June 2001</li> <li>• June 2002</li> </ul> |
| Deliver Industry-Specific Safety Training | <ul style="list-style-type: none"> <li>• Ensure all permanent staff have attended “Gravesafe” course</li> </ul>  | <ul style="list-style-type: none"> <li>• Ongoing</li> </ul>   |
| Increase Sales Skills of Permanent Staff  | <ul style="list-style-type: none"> <li>• Provide sales training to staff responsible for memorial sales</li> </ul>   | <ul style="list-style-type: none"> <li>• June 2001</li> </ul>   |
| Enhance Customer Empathy                  | <ul style="list-style-type: none"> <li>• Provide sensitivity training to <b>all staff</b></li> </ul>   | <ul style="list-style-type: none"> <li>• June 2000</li> </ul>   |

| <b>FINANCIAL OBJECTIVES</b>                 |  |  |
|---|--|--|
| <b>OBJECTIVE</b>                            | <b>ACTION</b>  | <b>WHEN</b><br>(Date to be completed)  |
| <i>Develop Long Term Financial Strategy</i> | <ul style="list-style-type: none"> <li>• Report to GMBE on financial strategy</li> <li>• Report to Council for adoption</li> </ul>   | <ul style="list-style-type: none"> <li>• Dec 2002</li> <li>• Dec 2002</li> </ul>                         |
| <i>Budget Provision</i>                     | <ul style="list-style-type: none"> <li>• Develop Cemetery and Crematorium Operating Budgets</li> <li>• Ensure accuracy of draft budget for review of Council</li> <li>• Conduct staff briefing on annual budget and expected outcomes</li> </ul> | <ul style="list-style-type: none"> <li>• March</li> <li>• May</li> <li>• June</li> </ul>                 |
| <i>Meet all Budgeted Outcomes</i>           | <ul style="list-style-type: none"> <li>• Strict adherence to and monitoring of budget</li> </ul>   | <ul style="list-style-type: none"> <li>• Monthly</li> </ul>  |
| <i>Develop Pricing Policy</i>               | <ul style="list-style-type: none"> <li>• Investigate factors relating to pricing and price movements</li> <li>• Investigate Industry product analogues and relative pricing</li> </ul>   | <ul style="list-style-type: none"> <li>• March 2001</li> <li>• April 2001</li> <li>• May 2001</li> </ul> |
| <i>Develop Pricing Policy</i>               | <ul style="list-style-type: none"> <li>• Determine price point for each LCC product</li> </ul>   | <ul style="list-style-type: none"> <li>• June 2001</li> </ul>  |

# LISMORE CITY COUNCIL - Meeting held August 8, 2000

## Report – Lawn Cemetery and Crematorium Business Plan

|                             |   |  |
|-----------------------------|---|--|
| <i>(Continued)</i>          | <ul style="list-style-type: none"><li>• Prepare policy for review by MGM</li><li>• Adopt Policy</li></ul>   | <ul style="list-style-type: none"><li>• July 2001</li></ul>                |
| <i>Set Fees and Charges</i> | <ul style="list-style-type: none"><li>• Develop Pricing Policy</li><li>• Based on Pricing Policy – Distribute Fees and Charges Listing to all clients by start of each financial year</li></ul> | <ul style="list-style-type: none"><li>• July 2001</li><li>• July</li></ul> |

### **Manager - Finance and Administration Comments**

Not Required.

### **Conclusion**

The Plan provides direction for the staff and management of the Lawn Cemetery and Crematorium to manage, promote and develop the business to best service the regional funeral industry and associated clients, whilst taking appropriate steps to ensure the long term viability of the current facility and planning for the replacement to the Goonellabah Cemetery.

### **Recommendation (ENT29)**

That Council adopt the Lawn Cemetery and Crematorium Business Plan for 2000-2002.

## LISMORE CITY COUNCIL - Meeting held August 8, 2000

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**Subject/File No:** JUNE 2000 QUARTERLY BUDGET REVIEW  
(GB:S726)

**Prepared By:** Principal Accountant – Gary Boyd

**Reason:** Clause 9, Local Government (Financial Management) Regulations 1993

**Objective:** To gain Council's approval to amend the 1999/00 budget to reflect actual or anticipated results.

**Management Plan Activity:** N/A

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### **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 1999/00. At this point in time, the completion and audit of the Financial Statements is still six 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, which affect the working fund position have been reported. A more informative report will be provided as part of the Financial Statements. Management will also consider a report on the operating result to assess improvements in reporting and operations.

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 1999/00 Management Plan provided for a working fund surplus of \$50,000. The September review increased the surplus by \$31,400, the December review reported a loss of \$59,400 and the March review showed an increase in the surplus of \$12,600 making a total surplus of \$34,600. This review details an increase in the surplus of \$98,200 to \$132,800. In other words, for 1999/00, operations are budgeted to run at a surplus of \$132,800.

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

### **General Managers Office**

Savings of \$26,000 have been achieved in staffing costs. These have been used to offset the over expenditure incurred in the Client Services Unit due to staff in this section not being able to allocate all of their time to internal projects. This was due to the nature of the work they have been requested to perform during certain times of the year. The net effect of these two items does not affect the working funds balance.

### **Building Control**

Revenues earned from permits and inspection fees have exceeded budget in the Building section by \$64,000. This increases the working funds balance.

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# LISMORE CITY COUNCIL - Meeting held August 8, 2000

## June 2000 Quarterly Budget Review

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### Parks and Recreation

Unfortunately the Parks and Recreation section has not been able to contain costs within budget this year. The indicative result reported here shows an overrun of \$42,000. The Manager Parks and Recreation has been working diligently throughout the year to try to maintain budget expectations but due to a number of factors has been unsuccessful in doing so. Reasons attributed to the over-expenditure, listed by the Manager Parks and Recreation include the extensive support provided to the Baseball Tournament held last October, landscaping works to the Magellan/Molesworth Street round-a-bout and an increase in vandalism to the public toilets situated in the urban area and Nimbin. The effect of the Parks and Recreation budget result is a reduction in the working funds balance of \$42,000.

### Planning Services

Additional income from DA fees of \$15,000 and salary savings of \$15,000 has resulted in the Planning Services section contributing \$30,000 to the working funds surplus.

### Information Services

Similarly in the Information Services section, there have been salary savings of \$38,000 due to staff not being employed for the full year and a further \$10,000 saved in operating costs which has increased the working funds balance by \$48,000.

### Water and Sewerage Funds

For Sewerage Fund, the major variances include:-

- a) Additional income for established strength, \$20,000.
- b) Additional interest revenue of \$80,000 relating to Section 64 levies and reserves.
- c) Savings in management and operating expenses of \$145,000.
- d) Capital works not completed in 1999/00 totalling \$2,460,000. Of this figure, \$2,200,000 relates to subsidised sewerage schemes in conjunction with the Department of Land and Water Conservation (DLWC). At the 30<sup>th</sup> June the DLWC has only brought to account approximately \$300,000 of the planned amount of \$2,503,000 for 1999/00. Council's funding for this project is from Section 64 levies and as such will be transferred to external reserves for this purpose.
- e) Transfer to/from reserve movements, including internal and external reserves, will result in the level of reserves increasing by \$2,705,000. This amount will be diminished when capital works are completed.

For Water Fund, the major variances include:-

- a) Due to the wet weather experienced this financial year, water consumption revenues are \$210,000 less than budgeted.
- b) Savings in management and operating expenses of \$130,000.
- c) Capital Works not completed totalled \$645,000. In most cases, contracts have been let for these works and will be completed in 2000/01.
- d) Transfer to/from reserve movements, including internal and external reserves, will result in the level of reserves increasing by \$565,000. This amount will be diminished when capital works are completed.

Both Funds are balanced from a working funds perspective and maintain a sufficient level of working capital.

### **Manager - Finance & Administration Comments**

Included in the body of the report.

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**Other Group Comments**

Included in the body of the report where relevant.

**Conclusion**

**Change in Net Assets**

The 1999/00 Management Plan showed a deficit in the "Net Change in Assets" of \$4,707,000. Based on the quarterly reviews for 1999/00 this amount is reduced by \$810,000 to \$3,897,000.

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's cash or liquidity position.

**Recommendation (COR33)**

1. Council adopt the June 2000 Budget Review Statement for General, Water and Sewerage Funds.
2. This information be submitted to Council's auditor.
3. Budget Managers be congratulated on exceeding budget expectations.

**Subject/File No:** MANAGEMENT PLAN REVIEW - QUARTER ENDED JUNE 2000  
(S4)

**Prepared By:** Corporate Development Officer

**Reason:** Requirement of Act

**Objective:** Information and annotation of Councillors

**Management Plan Activity:** 1.5

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**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 2000.

**Recommendation (GM25)**

That the report be received and content noted and further staff be congratulated on their performance during the period ended June 2000.

# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

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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   | Progress this quarter  |
|---|---|--|
| To meet performance plan targets developed by the Council for the General Manager | <ul style="list-style-type: none"><li>• Prepare, review and monitor performance agreements for Group Managers and staff within the General Manager's Office</li></ul> | <ul style="list-style-type: none"><li>• Regular monthly meetings were conducted with Group Managers that which each provides an overview on the activities and performance for their Group.</li></ul>  |
| To ensure compliance with Council's Strategic Plan / Management Plan objectives   | <ul style="list-style-type: none"><li>• Monitor performance against the plans and report outcomes to Council</li></ul>  | <ul style="list-style-type: none"><li>• All four (4) Quarterly Reports were presented in accordance with LGA</li></ul>   |
| International Relations   | <ul style="list-style-type: none"><li>• Sister City/International Friendship</li><li>• Student/staff exchanges</li></ul>  | <ul style="list-style-type: none"><li>• Council agreed to establish links with Lismore Ireland and Eau Claire, United States</li><li>• Our participation in the student exchange programme this year was cancelled. Unfortunately we were unable to secure return tickets that coincided with the visit schedule.</li><li>• Preparations were undertaken and are now complete in readiness for the visit by Japanese students.</li></ul> |

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  | Progress this quarter  |
|---|--|--|
| Promotion/marketing of Council's Business Units | <ul style="list-style-type: none"><li>• Develop, in consultation with the Business Development Manager, branding and promotion of Council's Business Units in accordance with agreed priorities.</li></ul> | <ul style="list-style-type: none"><li>• Developed and launched new branding logo for Lismore Water. Airport logo lunch is scheduled for the opening of the new terminal.</li></ul> |
| Media relations training                        | <ul style="list-style-type: none"><li>• Prepare and conduct Media training sessions for the Mayor/General Manager/Councillors / staff in accordance with an agreed timetable.</li></ul>                    | <ul style="list-style-type: none"><li>• Further Media Training session for Councillors and staff conducted.</li></ul>  |

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# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

### Communications & Marketing (Ctd.)

|   |  |   |
|---|--|---|
| Community reporting                         | <ul style="list-style-type: none"> <li>• Prepare and distribute six (6) editions of 'Community Link'</li> </ul>  | <ul style="list-style-type: none"> <li>• Editions of 'Community Link' prepared and distributed to the community, with positive feedback.</li> <li>• All media releases issued were either published or put to air.</li> </ul> |
| Promote of internal communication           | <ul style="list-style-type: none"> <li>• Prepare media releases and monitor media reports</li> <li>• Develop and produce a regular staff newsletter</li> </ul> | <ul style="list-style-type: none"> <li>• Staff newsletters were prepared and distributed</li> </ul>   |
| Promotion of major Council sponsored events | <ul style="list-style-type: none"> <li>• Co-ordinate Council's participation Local Government Week</li> <li>• Masters Games and Olympic Torch Relay</li> </ul> | <ul style="list-style-type: none"> <li>• Preparations for Local Government Week activities completed.</li> <li>• Assisting with organisation of Council's involvement with Olympic Torch Relay</li> </ul>                     |

### Programme Name: **General Manager's Office / Client Services**

|                                       |  |   |
|---------------------------------------|--|---|
| Develop competitive service provision | <ul style="list-style-type: none"> <li>• Integrate Community Properties into Section</li> <li>• Progressively review Council services in accordance with agreed milestones, benchmark against competition principles and industry best practice, and prioritise for market testing.</li> </ul> | <ul style="list-style-type: none"> <li>• Completed successfully</li> <li>• Ongoing practice. Contract Manual has been progressively up-dated and refined to incorporate latest principles and practices. Tender specifications were also refined to incorporate latest Australian Standards.</li> </ul> |
|---------------------------------------|--|---|

### Programme Name: **Administrative Services** Strategic Plan Link: 1.4, 1.5 Programme Owner: **Graeme Wilson** Group: **Corporate & Community Services**

Purpose: To provide organisational service by managing resources, records, printing requirements and legal services for the Council

| Goals/Objectives to be achieved                           | Actions planned  | Quarterly Targets   |
|---|--|---|
| Provide a high quality printing service to Council staff  | <ul style="list-style-type: none"> <li>• Train staff in appropriate skills</li> <li>• Review latest trends in printing technology</li> </ul> | <ul style="list-style-type: none"> <li>• Relevant courses attended</li> <li>• New replacement digital photocopier obtained</li> </ul> |
| Provide an effective and efficient central records system | <ul style="list-style-type: none"> <li>• Introduction of electronic recording for archiving material</li> </ul>                              | <ul style="list-style-type: none"> <li>• Being implemented as funds permit</li> </ul>   |



# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

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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   | Progress this quarter  |
|---|---|--|
| Manage the effective and efficient utilisation of financial resources | <ul style="list-style-type: none"><li>• Levy rates and charges as required by legislation</li><li>• Complete statutory reports within legislative guidelines</li><li>• Review Council's purchasing activities</li></ul> | <ul style="list-style-type: none"><li>• Fourth instalment and last supplementary levy issued in accordance with requirements.</li><li>• March Quarterly Budget Review completed and reported to Council May 16, 2000</li><li>• Pursuing supply discounts where appropriate</li></ul> |
| Improve the quality and range of financial information available      | <ul style="list-style-type: none"><li>• Review and enhance pricing structures</li><li>• Review and enhance management reports</li></ul>   | <ul style="list-style-type: none"><li>• Policy reviewed with minor amendments.</li><li>• Quarry, Crematorium &amp; Parks and Recreation completed.</li></ul>   |

Programme Name: **Community Services** Strategic Plan Link: 5, 8 Programme Owner: **Anne Meagher** 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   | Progress this quarter   |
|---|---|---|
| Ensure services are accessible and culturally appropriate to the diverse needs of the community | <ul style="list-style-type: none"><li>• Update &amp; compilation of demographic data as part of the Community Profile</li></ul> | <ul style="list-style-type: none"><li>• Demographic data has been updated. Recent statistics from various sources have been added to our information base</li><li>• Information is distributed upon request, eg. NORCO Social Impact Assessment document</li><li>• Attended Regional Multicultural Interagency, training and co-ordinated training for LCC staff with the Migrant Resource Centre</li><li>• Co-ordinated training for LCC staff with ACON</li></ul> |

# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

### Community Services (Ctd.)

Assist, co-ordinate, resource and support a range of community based services

- Undertake community service advocacy role
- Staff facilitated protocols working party as part of the Domestic Violence Liaison Committee
- Participation on the State Reference group on affordable housing in rural/remote communities
- Planning for regional conference, Creating Communities of Opportunity
- Co-ordinate the Lismore General Interagency
- Participation in the Regional Interagency
- Seeking funding for an Indigenous mural at the Lismore Airport Terminal
- 4 letters of support for community groups applying for funding
- Co-ordinated Section 356 funding applications
- Assisted in anti-homophobia campaign targeted
- Internal project team established and regular meetings held.
- Concept design and cost estimates revised.
- Site constraints identified and investigated in liaison with relevant external agencies such as DLWC and Fisheries.

Development of the Goonellabah Indoor Recreation Centre

- Investigate feasibility of project

Programme Name: **Art Gallery**

Strategic Plan Link: 8 Programme Owner: **Irena Hatfield** Group: **Corporate and Community Services**

Purpose: Organise regular exhibitions of art and craft from the permanent collection, local artists and travelling exhibitions

| Goals/Objectives to be achieved                  | Actions Planned   | Progress this quarter  |
|--|---|--|
| Administer the operation of a Public Art Gallery | <ul style="list-style-type: none"> <li>• Prepare budgets</li> </ul>   | <ul style="list-style-type: none"> <li>• 1999 activities have been within budget. Budget for 2000/01 was prepared and approved. Capital projects include painting the building in heritage colours</li> </ul>  |
| Finalise 1999/2000 Exhibition Program            | <ul style="list-style-type: none"> <li>• Co-ordinate and assist with exhibition arrangements/logistics</li> </ul> | <ul style="list-style-type: none"> <li>• Exhibition attendance for 1999/2000 numbered 17,200</li> <li>• 31 exhibitions were organised and displayed with complementary educational programmes and events. "My Culture" an exhibition of aboriginal art toured 8 aboriginal communities with an attendance of approx 1200</li> <li>• LRAG continued touring 'Crosscurrents' a multicultural cultural exchange between Vietnam and the North Coast of NSW to 6 venues.</li> <li>• LRAG began touring Chen Chuan, woodblock prints from China in</li> </ul> |

June 2000.

# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

### Art Gallery (Ctd.)

Develop and improve programmes to generate interest and participation by community and schools

- Monitor, evaluate and improved events
- Plan, outreach for schools

- Artist talks and guest speakers numbered 28 with an audience of 1,150. 9 other events and performances were attended by 510 and 8 demonstrations and workshops were attended by 266
- 69 groups fro schools and university and TAFE attended
- An outreach programme for primary schools has been researched and documented and will be implemented when staffing hours return to normal
- Copyright has been granted for approximately 80% of the Gallery's Permanent Collection
- A directory of the Gallery's Permanent Collection has been installed on the Internet with information about the artwork and artists and an image of the artwork.

To collect and preserve visual arts and culture

- Distribute Copyright Licenses and update records

Programme Name: **Strategic Planning**      Strategic Plan Link: 4      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

| Goals/Objectives to be achieved  | Actions planned   | Progress this quarter   |
|--|---|---|
| Maintain planning controls in accordance with State Government directives and Council policies |   |   |
| Prepare strategies, studies, DCP's and LEP's   | <ul style="list-style-type: none"> <li>• Rural Settlement Strategy</li> <li>• Acid Sulphate Soils LEP and DCP</li> <li>• LEP for exempt and complying development</li> </ul>  | <ul style="list-style-type: none"> <li>• Submissions analysed, report prepared</li> <li>• Awaiting map correction from DLWC</li> <li>• Gazetted April 2000</li> </ul>   |
| Implement studies and strategies   | <ul style="list-style-type: none"> <li>• Finalise Heritage LEP</li> <li>• Prepare heritage / urban design DCP</li> <li>• Maintain local heritage fund</li> <li>• Prepare Koala Management Plan</li> </ul>   | <ul style="list-style-type: none"> <li>• Needs resubmission to Heritage Office</li> <li>• Urban Design DCP draft prepared</li> <li>• Maintained</li> <li>• Postponed to end 2000</li> </ul>   |
| Review strategies and planning controls  | <ul style="list-style-type: none"> <li>• Update and implement Urban Development Strategy</li> <li>• Review DCP's 17, 22, 31, 32, 33</li> <li>• DCP 28 (Council Resolution 57/99)</li> <li>• Review floodplain planning controls</li> <li>• Update LEP (General amendments)</li> </ul> | <ul style="list-style-type: none"> <li>• Following completion of Rural Housing</li> <li>• Awaiting finalisation of KMP</li> <li>• Subdivision downturn, review not practical</li> <li>• Must await Floodplain Mg't Plan</li> <li>• For commencement after ASS &amp; Heritage LEPs completed.</li> </ul> |

# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

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  | Progress this quarter   |
|---|--|---|
| Provide environmental health management through the development and implementation of strategies and programmes | <ul style="list-style-type: none"><li>Continue with implementation of phosphorous reduction campaign</li><li>Development of a Sewage Management Strategy</li><li>Development of a Stormwater Management Plan</li></ul> | <ul style="list-style-type: none"><li>Education mural approved for new shopping centre entrance</li><li>Completed</li><li>On exhibition</li></ul> |
| Implement environmental health statutes, policies and guidelines  | <ul style="list-style-type: none"><li>Monitor compliance standards</li><li>Implement On-site Sewerage Regulations</li></ul>  | <ul style="list-style-type: none"><li>Ongoing with focus on food premises</li><li>Action commenced and co-ordinator position filled.</li></ul>    |

Programme Name: **Waste 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   |
|--|--|---|
| Develop and implement waste strategies, policies, systems and services                     | <ul style="list-style-type: none"><li>Public event recycling</li><li>Review / implement integrated waste management strategy</li></ul> | <ul style="list-style-type: none"><li>Ongoing implementation</li><li>Review commenced</li></ul>                     |
| Develop, implement, evaluate and co-ordinate Council's dynamic waste minimisation strategy | <ul style="list-style-type: none"><li>Develop and implement waste education and information service</li></ul>                          | <ul style="list-style-type: none"><li>2000 / 2001 Packages issued to urban residents (Integrated Service)</li></ul> |

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   | Progress this quarter   |
|--|---|---|
| Provide and maintain recreational facilities | <ul style="list-style-type: none"><li>Upgrade pipelines and backwash facilities for "Lake" Pool</li><li>Finalise rehabilitation funding arrangements for lake</li><li>Let contract for maintenance of 'Lake Pool'</li></ul> | <ul style="list-style-type: none"><li>Completed</li><li>Subject to Council resolution</li><li>Completed</li></ul> |

# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

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### Parks and Recreation (Ctd.)

Maintain Streetscape

- Provide appropriate maintenance for trees - pruning, planting, removal
- Maintain City entrances and street gardens built by Council
- Ongoing
- New schedules in place

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

### Progress this quarter

Maintain urban roads to standard where the full design life is obtained

- Define maintenance activities
- Determine activity specifications
- Determine yearly output for each activity
- Set agreed service levels

- Activity definition complete
- Draft Specification available
- Yearly output and service levels better understood
- Set of proposed service levels to be presented to Fix the Roads Committee early next financial year.

Bitumen Reseal 10% of Urban Network each year

- Develop a systematic reseal programme which allows each road to be resealed every 10 years
- Reconstruction of 1.2 - 1.6 km of road per year
- Report on options to allow for an increase in the length of road reconstruction

- Reseal program reduced to enable additional rehabilitation works to be undertaken
- 2.8 km road reconstructed
- Mayoral Minute Sept 28 – Fix the Roads Working Party, Update and proposed 1999/200 urban and rural construction programme.

Maintain concrete, bitumen and grassed footpaths

- Undertake scheduled repairs to concrete and bitumen footpaths
- Undertake scheduled slashing of grass footpaths

- Footpath repairs complete in accordance with programme
- Grass cutting complete as per programme

# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

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  | Progress this quarter   |
|---|--|---|
| Maintain rural roads to a standard where the full design life is obtained | <ul style="list-style-type: none"> <li>Define maintenance activities</li> <li>Determine activity specifications</li> <li>Determine yearly output for each activity</li> <li>Set agreed service levels</li> </ul> | <ul style="list-style-type: none"> <li>Activity definition complete</li> <li>Draft Specification available</li> <li>Yearly output and service levels better understood</li> <li>Set of proposed service levels to be presented to Fix the Roads Committee early next financial year.</li> </ul> |
| Bitumen Reseal 10% of Urban Network each year                             | <ul style="list-style-type: none"> <li>Develop a systematic reseal programme which allows each road to be resealed every 10 years</li> </ul>   | <ul style="list-style-type: none"> <li>Reseal program reduced to enable additional rehabilitation works to be undertaken</li> </ul>   |
| Reconstruct Road Network as per works schedule                            | <ul style="list-style-type: none"> <li>Reconstruction of 4.8 - 5.2 km of road per year</li> <li>Report on options to allow for an increase in the length of road reconstruction</li> </ul>                       | <ul style="list-style-type: none"> <li>24.6 km road rehabilitated</li> <li>Mayoral Minute Sept 28 – Fix the Roads Working Party, Update and proposed 1999/200 urban and rural construction programme</li> </ul>   |
| Maintain rural gravel roads in accordance with Policy 1.8.17              | <ul style="list-style-type: none"> <li>Undertake grading in accordance with schedule</li> <li>Review and update Policy 1.8.17</li> </ul>   | <ul style="list-style-type: none"> <li>New grading schedule in place</li> <li>Gravel resheeting program in place</li> </ul>   |

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  | Progress this quarter   |
|----------------------------------|--|---|
| Maintain State roads and bridges | <ul style="list-style-type: none"> <li>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</li> <li>Reconstruct sections in accordance with RTA program</li> </ul> | <ul style="list-style-type: none"> <li>Road maintained in accordance with RTA requirements</li> </ul> |
| Maintain Regional roads          | <ul style="list-style-type: none"> <li>Maintain Regional roads and bridges covering approx 100 kms total length (MR142 - Nimbin Road, MR148 - Coraki Road, MR306 – Dunoan Road, MR544 - Kyogle Road, MR555 - Rous Road) to standard specified and allocated funding levels</li> </ul>        | <ul style="list-style-type: none"> <li>Road maintained in accordance with RTA requirements</li> </ul> |

# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

- Reconstruct road sections in accordance with RTA program
- Repair program completed on schedule

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   | Progress this quarter  |
|---------------------------------|---|--|
| Maintain bridges                | <ul style="list-style-type: none"> <li>• Develop inspection schedule</li> <li>• Implement inspection schedule</li> </ul>                            | <ul style="list-style-type: none"> <li>• McKinnon, Numulgi, Fernside, Seccombe, Knights, Warby Bridges</li> <li>• Sheehan Br, Sheehan Rd, 50% reconstructed</li> </ul> |
| Bridge Construction             | <ul style="list-style-type: none"> <li>• Develop plans and construction specifications</li> </ul>   | <ul style="list-style-type: none"> <li>• Davis Br, Davis Rd Jiggi construction 50% complete</li> <li>• McKinnon Br, Boatharbour Rd, Plans 100% complete</li> </ul>     |
| Causeway                        | <ul style="list-style-type: none"> <li>• Update priority schedule for causeway raising to culvert</li> <li>• Implement Causeway Register</li> </ul> | <ul style="list-style-type: none"> <li>• Schedule updated</li> <li>• Register compiled.</li> </ul>   |

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   | Progress this quarter   |
|--|---|---|
| Increase profile and management services | <ul style="list-style-type: none"> <li>• Undertake OH&amp;S review</li> <li>• Provide memorial sales and service</li> </ul> | <ul style="list-style-type: none"> <li>• MSDS update in progress</li> <li>• Cremator Risk Assessment with consultant</li> <li>• Casket Trolley budgeted for purchase in September Qtr</li> <li>• Site specific SWP addendums to be completed</li> <li>• Completed to customer satisfaction</li> </ul> |

Programme Name: **Economic Development**      Strategic Plan Link: 2.2, 2.3      Programme Owner: **Peter O'Connor**      Group: **Business and Enterprise**

Purpose: To source investment and employment opportunities for Lismore

| Goals/Objectives to be achieved                | Actions planned  | Progress this quarter   |
|--|--|---|
| Source investment and employment opportunities | <ul style="list-style-type: none"> <li>• Identify investment and/or employment opportunities</li> <li>• Prepare new and revise existing strategies in response to commercial/employment</li> </ul> | <ul style="list-style-type: none"> <li>• Followed up on 15 serious enquiries for investment</li> <li>• Gained \$200,000 in SRA funding for riverbank</li> <li>• Finalised printing of 2000/2001 Strategic Plan</li> <li>• Co-hosted DSARD state investors tour</li> </ul> |

opportunities

# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

### Economic Development (Ctd.)

Develop Council's business opportunities

- Identify internal commercial opportunities
- Develop opportunities in conjunction with programme managers and the Economic Development Advisory Board members
- Discussions with Botanic Gdns Committee to fast track development with funding grant.
- Assisted with office space for Permodrive
- Work to assist grant for old high school site
- Discussion with a commercial worm farm operator to take Council's biosolids

Develop supporting databases/information containing an economic profile of Lismore

- Maintain accuracy of database through contact with key data sources
- Data based reviewed fully and updated

Programme Name: **Quarry Operations**      Strategic Plan Link: 2.3, 3.1      Programme Owner: **Craig Kelly/Geoff Pisani  
Garry Hemsworth**      Group: **Business and Enterprise  
City Works**

Purpose: To provide cost effective quarry operations to Council and the construction industry

| Goals/Objectives to be achieved              | Actions planned  | Progress this quarter   |
|--|--|---|
| Business Plan                                | <ul style="list-style-type: none"> <li>• Review and update to reflect changes in strategies and operations</li> <li>• Maintain awareness of technological advances in quarry industry</li> </ul> | <ul style="list-style-type: none"> <li>• Review quarry business plan performance</li> <li>• Commence Marketing Plan</li> </ul>      |
| Operate Blakebrook quarry and rural quarries | <ul style="list-style-type: none"> <li>• Maintain all plant</li> <li>• Ensure efficient and adequate production of product</li> </ul>  | <ul style="list-style-type: none"> <li>• Finalise outstanding staff positions</li> <li>• Complete dust extraction system</li> </ul> |

Programme Name: **Aerodrome Operations**      Strategic Plan Link: 2.2, 3.1      Programme Owner: **Craig Kelly**      Group: **Business & Enterprise**

Purpose: To operate Lismore Aerodrome efficiently and effectively

| Goals/Objectives to be achieved | Actions planned  | Progress this quarter   |
|---------------------------------|--|---|
| Operate Lismore Aerodrome       | <ul style="list-style-type: none"> <li>• Maintain pavements, structures and surrounds</li> <li>• Ensure obligations of licence are met</li> </ul>  | <ul style="list-style-type: none"> <li>• Complete upgrade of Airport Drive</li> <li>• Construct new access road to eastern hangars</li> </ul>                                   |
| Business and Operational Plan   | <ul style="list-style-type: none"> <li>• Review and update Plan to reflect changes</li> <li>• Maintain awareness of aviation technologies, policies and practices relevant to Lismore</li> </ul> | <ul style="list-style-type: none"> <li>• Complete Expressions of Interest process for Airport Management, Café and other services</li> <li>• Update Aerodrome Manual</li> </ul> |

# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

### Aerodrome Operations (Ctd.)

Construct new passenger terminal building

- Complete building design
- Submit relevant development and design applications
- Report to Council on tenders for adoption
- Commence construction
- Fill area of expansion
- Building construction continuing within contract timeframes
- Report to Council on budget position

Extend hangar area in accordance with Development Consent

- Awaiting resources to undertake marketing.

Programme Name: **Tourism**      Strategic Plan Link: 2.1      Programme Owner: **Andrea Roberts**      Group: **Business and Enterprise**

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  | Progress this quarter   |
|--|--|---|
| Manage the customer service operation of the Lismore Visitor and Heritage Centre       | <ul style="list-style-type: none"> <li>• Improve eco interpretation displays</li> <li>• Maintain information on industry trends and issues</li> <li>• Open the Centre everyday except Christmas Day</li> </ul> | <ul style="list-style-type: none"> <li>• Displays were monitored &amp; maintained and discussed 2000/2001 improvements budgets with NPWS</li> <li>• Statistics on regional tourism, tourist centre visitation and origin of visitors were compiled and made accessible to industry and Council staff</li> <li>• Centre open 364 days</li> </ul>   |
| Promote the Lismore region in key tourism markets                                      | <ul style="list-style-type: none"> <li>• Maximise promotional opportunities created by regional state and other initiatives</li> <li>• Produce information and motivational material</li> </ul>                | <ul style="list-style-type: none"> <li>• Involvement in regional PR campaign and travel shows</li> <li>• Distribution of publications continued in this quarter</li> </ul>  |
| Develop tourism product and infrastructure   | <ul style="list-style-type: none"> <li>• Assist new and existing tourism operators</li> <li>• Involvement in broader Lismore City economic development and civic design issues.</li> </ul>                     | <ul style="list-style-type: none"> <li>• Provided newsletters and updated stats for industry enquiries</li> <li>• Involvement in Wilsons River Strategy</li> </ul>  |
| Promote the economic, socio-cultural and environmental benefits of sustainable tourism | <ul style="list-style-type: none"> <li>• Local PR through media</li> <li>• Involvement in peak economic and industry boards</li> <li>•</li> </ul>  | <ul style="list-style-type: none"> <li>• 4 Journalist Familiarisation Tours; editorial for 12 publications; media releases for NRRTO newsletter and regional media; and coordinate regular radio segment on 2NCR-FM.</li> <li>• Involvement with national, state, regional and local organisations on issues relating to training, industry accreditation, product development and marketing</li> </ul> |

# LISMORE CITY COUNCIL – Meeting held August 8, 2000

## Management Plan Review - Quarter Ended June 2000

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   | Progress this quarter  |
|---|---|--|
| Provide improved levels of service delivery through: <ul style="list-style-type: none"><li>• Outsourcing</li><li>• Benchmarking, and</li><li>• Introduction of National Competition Policy guidelines</li></ul>               | <ul style="list-style-type: none"><li>• Outsource selected works</li><li>• Ensure compliance with NCP guidelines</li><li>• Manage water upgrade contract</li></ul>                                  | <ul style="list-style-type: none"><li>• The following water mains replacement jobs were let out: Conway, Orion, Ross and Terania Sts.</li><li>• Ross St pump station was commissioned.</li></ul> |
| Provide improved levels of customer service through a focus on: <ul style="list-style-type: none"><li>• Implement new level of customer service</li><li>• Accurate headworks assessment</li><li>• Demand management</li></ul> | <ul style="list-style-type: none"><li>• Operate performance monitoring system</li><li>• Participate in Rous Regional Demand Management strategy</li></ul>   | <ul style="list-style-type: none"><li>• S64 Plans were put on public display</li></ul>   |
| Provide improved asset management by: <ul style="list-style-type: none"><li>• Introducing programmed maintenance of Council's water assets</li><li>• Developing an asset renewal and augmentation strategy</li></ul>          | <ul style="list-style-type: none"><li>• Set up best practice maintenance systems</li><li>• Develop asset renewal and augmentation plan</li><li>• Ensure financial plan reflects liability</li></ul> | <ul style="list-style-type: none"><li>• Commenced Nimbin Water Supply community consultation.</li></ul>  |

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  |
|---|--|--|
| Provide improved levels of service delivery through: <ul style="list-style-type: none"><li>• Outsourcing</li><li>• Benchmarking, and</li><li>• Introduction of National Competition Policy guidelines</li><li>• Complete stage 2 of sewerage augmentation upgrade</li></ul> | <ul style="list-style-type: none"><li>• Outsource selected works</li><li>• Implement outcomes at sewerage treatment works</li><li>• Ensure compliance with NCP guidelines</li><li>• Manage sewerage upgrade contract</li></ul> | <ul style="list-style-type: none"><li>• The following sewer relining jobs were let out: Ballina, Dawson, Spring and Terania Sts+-.</li></ul> |

**Sewerage Services (Ctd.)**

Provide improved levels of customer service through a focus on:

- Operate performance monitoring system
- Investigate sewerage schemes for new and existing villages - Clunes
- Implement scheme for Caniaba and tea tree farm
- S64 plans were put on public display
- The Clunes Wastewater Committee met thrice and is progressing well.
- Implement new levels of service
- Accurate headworks assessment and contributions
- Participation in the development of new village scheme strategies
- Development of effluent reuse strategy

## LISMORE CITY COUNCIL - Meeting held August 8, 2000

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**Subject/File No:** 2000 LOCAL GOVERNMENT CONFERENCE  
(GW/LM: 00-10994: S569)

**Prepared By:** Administrative Services Manager – Graeme Wilson

**Reason:** Request from the Association

**Objective:** To determine if Council wishes to submit motion/s.

**Management Plan Activity:** -

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### **Background:**

The Local Government Association has now forwarded to Council a copy of the 2000 Annual Conference information booklet. This booklet, along with the Association's Policy Statements, is enclosed with the business paper.

Council has been advised that the deadline for submission of motions is Friday, August 25, 2000. As this is the last scheduled Council meeting prior to this date, it will be necessary for Council to determine at this meeting any motions it wishes to submit.

Councillors are reminded that only motions which seek to change existing Association policy or introduce new policies will be debated at the Conference. In this regard Councillors are urged to refer to the enclosed policy document prior to submitting any motions.

It would also be of assistance to fellow Councillors if any proposed motions could be circulated prior to the meeting to allow informed consideration of their impact.

### **Manager - Finance & Administration Comments**

Not required.

### **Public Consultations**

None undertaken.

### **Other Group Comments**

Not requested.

### **Recommendation (COR32)**

That Council determine motions to the 2000 Annual Local Government Association Conference.

**Subject/File No:** DEDICATION OF LAND FOR ROAD WIDENING OF BANGALOW ROAD BEXHILL WITH COMPENSATION TO NG & AC MCANELLY (AL:RF:P10923)

**Prepared By:** MANAGER CLIENT SERVICES - Andrew Lovett

**Reason:** Council resolution required under Local Government Act. Under Section 377, Council cannot delegate the acquisition, sale or exchange of land.

**Objective:** To seek Council Resolution to Dedicate the Land as Roadway and to pay Compensation to NG & AC McAnelly

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**Management Plan Activity:**

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**Background:**

During the rehabilitation of the Bangalow Road on the western approach to Bexhill a small area of private land was unavoidably encroached onto, this land is owned by NG & AC McAnelly.

This section of Bangalow Road Bexhill adjacent to McAnelly's property was first surveyed in March 1993 and the intention was for the road works to overlay the existing formation only (6.5m – 9.0m). However the pavement subsequently failed over the years before work commenced and in 1998 the RTA identified the section of road for rehabilitation (which included overlaying, stabilising and widening the pavement to 11m). This widening resulted in the unavoidable encroachment of McAnelly's property necessitating the acquisition of a small portion of McAnelly's land for road purposes.

Council has had the land surveyed and a final survey plan for the road resumption has been prepared. Valuations have been sought and received and a compensation amount of \$2,000 has been agreed to, with Council also paying reasonable legal and professional costs.

Section 377 of the Local Government Act 1993 proscribes those powers that Council may delegate. Under this section Council may not delegate "the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment)". As there is a consideration in this case, all be it relatively small one of \$2,000, then to comply with the Act, Council must make the decision to acquire the land as dedicated road by way of resolution.

**Manager - Finance & Administration Comments**

The cost of compensation, reasonable legal and professional costs will be pursued from the RTA as these have been incurred on a 'State' road.

**Public Consultations**

Not Applicable.

**Other Group Comments**

**Manager – Roads and Infrastructure:**

The above dedication is required because relocation of the widened road clear of private property would have been a very costly exercise.

**Conclusion**

The dedication of these lots as roadway and the payment of the compensation to NG & AC McAnelly will resolve this matter. The dedication of the land resolves a situation where a public road was located on private land.

**Recommendation GM24**

That:

1. Lots 22 and 23 located along the western side of Bangalow Road Bexhill be dedicated as roadway.
2. Compensation be paid to NG & AC McAnelly for the agreed sum of \$2,000 and that all reasonable legal and professional costs be borne by Council.

**Subject/File No:**        **REPLACEMENT OF COUNCIL PLANT – V.170 –  
MERCEDES BENZ / RICHARDS GARBAGE COLLECTION TRUCK  
(CS:VLC:T2000-23)**

**Prepared By:**            Workshop & Fleet Manager, C Starr

**Reason:**                 To inform Council of the replacement purchase of major plant items.

**Objective:**              To seek Council's approval for the purchase of one 6x4 truck-mounted,  
Garbage Compactor.

**Management Plan Activity:**        1.12 - Plant Operations

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**Background:**

In 1999 Lismore City Council commenced a green waste collection service which increased the number of bins collected per week from about 13,000 to approximately 19,000 bins per week.

In order to meet this increased collection service, Council retained one of the older Mercedes Benz 222 trucks which was previously earmarked for sale. This truck is now well past its 'use by' date and needs replacement in the short term.

**Current Situation**

Tenders closed on July 13, 2000 for the supply of one (1) new 'Truck-Mounted Garbage Compactor' and the sale of -

- V170, 1992 6x4 Mercedes Benz 2222/48 fitted with a Richards 23m<sup>3</sup> Compactor Body.

Lismore City Council operates four (4) household garbage and organics waste collection trucks, as listed below, with V.170, V.171 and V.191 operating on single shifts and V.172; being the newest truck, operates on two shifts:

- a) V.170 - 1992 Mercedes Benz 2222/48 with a Richards 23m<sup>3</sup> compactor body.
- b) V.171 - 1998 Freightliner FL80 with a MacDonald Johnston 22m<sup>3</sup> compactor body.
- c) V.172 - 1999 Freightliner FL80 with a MacDonald Johnston 22m<sup>3</sup> compactor body.
- d) V.191 - 1996 Freightliner FL80 with a MacDonald Johnston 22m<sup>3</sup> compactor body.

The truck being replaced has supplied good service, especially given the fact that it is doing a second term with Lismore City Council, whereas the compactor body, and especially the bin lifter, has given fair service only during the second term with a higher than acceptable level of downtime at the Workshop.

The existing truck is fitted with a 23m<sup>3</sup> compactor body which is suitable for normal household waste collection only (*because of the 'comb' type lifter*), but with the new 'Organic Waste Collection' which commenced in July 1999, a higher capability lifter similar to the MacDonald Johnston model is required; hence the necessity for the change-over of this vehicle now.

It is important to note that this particular truck was purchased second-hand in July 1999 to cover the additional workload encountered by the 'Organic material' collection.

# LISMORE CITY COUNCIL - Meeting held August 8, 2000

## Replacement Of Council Plant – V.170 – Garbage Collection Truck

A schedule of the tenders received is listed below –

| SUPPLIER   | Make, Model & Details of Truck & Compactor body                              | Cost to Council before Trade-in                | Trade-in Offer for V172 | Cost using No-Trade-In Offer                   | Best Change-Over Cost & Delivery                              |
|--|--|--|-------------------------|--|---|
| Southside Agencies P/L<br>Lismore NSW                                    | Freightliner FL80 waste<br>Fitted with a "MacDonald Johnston" compactor body | \$258,470.30<br><br>(Includes \$23,497.30 GST) | \$33,000.00             | \$258,470.30                                   | \$225,470.30 using the trade-in offer.<br>8-10 weeks delivery |
| Southside Agencies P/L<br>Lismore NSW                                    | Freightliner FL80 waste<br>Fitted with a "Superior Pak" compactor body       | \$249,516.30<br><br>(Includes \$22,683.30 GST) | \$33,000.00             | \$249,516.30                                   | \$216,516.30 using the trade-in offer.<br>8-10 weeks delivery |
| Volvo Truck & Bus - Brisbane<br>Richlands QLD                            | Volvo FL6/250<br>Fitted with a "MacDonald Johnston" compactor body           | \$267,349.00<br><br>(Includes \$24,305.00 GST) | \$36,000                | \$267,349.00                                   | \$231,349.00 using the trade-in offer.<br>3 months delivery   |
| <b>**Alternative Tender**</b><br>MacDonald Johnston Eng.<br>Brisbane QLD | Tender to supply the "MacDonald Johnston" compactor body only                |  |                         | \$120,857.00<br><br>(Includes \$10,987.00 GST) | Not Applicable  |
| <b>Private Offer to purchase V170</b>                                    | <i>Nil</i>   |  |                         |  |   |

\*\* Alternative Tender of MacDonald Johnston Engineering, Brisbane, QLD is for the compactor body only, should Council decide to not accept any of the truck tenders/offers made.\*\*

### Tender Analysis

An evaluation panel of Messrs Col Starr (Workshop & Fleet Manager), Kieran Wade (Waste Services Manager), Garry Stevens (Waste Collection Supervisor) and Chris Allison (Contracts Officer) assessed the tenders as per the criteria set out in the tender documents.

| Evaluation Criteria   | Price 40% | Capability 30% | Functionality/Conformity 30% | Evaluation % Total |
|---|-----------|----------------|------------------------------|--------------------|
| Southside Agencies P/L<br>Freightliner FL80 Waste<br>with MacDonald Johnston 22m <sup>3</sup><br>compactor body | 40.0%     | 27.6%          | 30.0%                        | 97.6%              |
| Southside Agencies P/L<br>Freightliner FL80 Waste<br>with Superior Pak 23m <sup>3</sup> compactor<br>body       | 40.0%     | 22.0%          | 20.0%                        | 82.0%              |
| Volvo Truck & Bus Bris.<br>Volvo FL6/250<br>with MacDonald Johnston 22m <sup>3</sup>                            | 38.6%     | 21.6%          | 22.5%                        | 82.7%              |

**LISMORE CITY COUNCIL - Meeting held August 8, 2000**

**Replacement Of Council Plant – V.170 – Garbage Collection Truck**

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|                |  |  |  |  |
|----------------|--|--|--|--|
| compactor body |  |  |  |  |
|----------------|--|--|--|--|

**Key Points to Consider**

- Purchase best possible combination truck and compactor to carry out the job as required.
- Proven back-up support from supplier and manufacturer of both units.
- Operator comfort with 'Ergonomic Design' and operating considerations (OH&S).
- Ability to keep truck / compactor working with minimal maintenance and repair time.
- Compatibility with the rest of the waste collection fleet.

**Principal Accountant's Comments**

Usually purchases of plant are funded from the Plant Fund's yearly operating surplus or reserves. These funds are generated via the hire income charged over the life of the plant and are calculated to cover all running expenses and the provision for the change-over price of a new piece of machinery. In this particular circumstance, the fleet is effectively being increased in size and cost by the purchase of this garbage collection truck.

As the Plant Fund is based on being a plant replacement fund and not geared towards generating surplus funds for additional pieces of equipment, it is suggested that the purchase of this new item be funded from a source other than the Plant Fund's operating surplus or reserves.

The obvious source of funds is the Wyrallah Road Waste Disposal Reserve as the income related to the collection of this waste is received by the waste disposal facility. The Manager – Waste Services has requested this new machine as a result of Council implementing an organics waste collection service. From the Plant Fund's situation, it is fair that the user of the machinery provides the initial capital for the additional equipment.

**Public Consultations** N/A

**Other Group Comments**

**Manager - Waste Services:**

I concur with the Fleet Manager's recommendations to purchase another Freightliner Model FL80 robotic-arm garbage truck with a MacDonald compaction body with 22m<sup>3</sup> capacity. Currently, Council has three (3) Freightliner trucks in its daily operation which have proven to be cost-effective and reliable for the job carried out.

**Recommendation** (WOR24)

That Council purchase one (1) only Freightliner fitted with the MacDonald Johnston compactor body as tendered (T2000-23) by Southside Agencies Pty Limited, Lismore, for the cost of \$258,470.30 (includes \$23,497.30 GST), and accept its trade-in offer of \$33,000.00 (includes GST of \$3,000), for the existing truck / compactor (V.170).

Change-over cost to Council totals \$225,470.30.

*Note:* Council will be able to claim the Input Tax Credit for the net GST amount (\$20,497.30) which will realise an effective change-over cost of \$204,973.00.

## LISMORE CITY COUNCIL - Meeting held August 8, 2000

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**Subject/File No:** AMENDMENT OF COUNCILLORS EXPENSES & FACILITIES POLICY  
(GW/LM: S44)

**Prepared By:** Administrative Services Manager – Graeme Wilson

**Reason:** Changing technology.

**Objective:** To ensure Councillors are provided with facilities and reimbursed expenses in relation to discharging the functions of civic office.

**Management Plan Activity:** -

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### **Background:**

A major review of the Councillors Expenses and Facilities Policy was conducted in April 1999. It is not proposed to review this policy in its entirety, but to respond only to changes to the telephone component.

Councillors will be aware that Telstra and its competitors have multiple unit charges as opposed to the previous standard unit charge of 25 cents, e.g. local calls within an exchange area are 15 cents per unit. This makes the policy's allowance of 2,000 units virtually impossible to calculate. It is proposed that this be converted to a dollar figure, being 2,000 x 25 cents, i.e. \$500.00. It should be noted that Councillors will be reimbursed for more calls given the reduced unit charges.

Telstra and its competitors have and are no doubt planning to introduce new products which Councillors will utilise whilst discharging the functions of civic office, two examples being "Easycall" and "Messagebank". It is reasonable that Councillors be reimbursed a percentage of expenses incurred. It is not appropriate that it all be reimbursed as there will be some private benefits accrue.

It is suggested that an amount of 50% of such additional facilities be reimbursed. This is in line with phone rental reimbursement. Along similar lines, customers have the option of purchasing or renting telephone handsets. It is proposed that 50% of such expenses be reimbursed.

It should be noted that the "*expenses to be reimbursed*" have been updated in accordance with the latest figures from the Australian Taxation Office. These are shown in the enclosed attachment.

Whilst only a minor amendment to the policy, this change will be required to be placed on public exhibition for 28 days, followed by a report to Council on any public submissions. The revised policy to be placed on exhibition is enclosed with the business paper.

### **Manager - Finance & Administration Comments**

I concur with the proposal as the existing policy is restrictive in its application, given the technological advances in telecommunication. With greater options, it is likely that there will be an increase in costs of approximately \$1,000-\$1,200. This will be managed from within the existing Councillor's Facilities allocation.

### **Public Consultations**

The amended policy will be placed on public exhibition.

### **Other Group Comments**

Not requested.

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**Recommendation (COR28)**

- 1 That Clause C.2(e) of Council's Expenses & Facilities Policy be amended to read: *"Council will reimburse the cost of telephone/fax and mobile phone calls on Council business to a maximum of \$500 per annum plus 50% of fixed phone rental, handset charges and additional telephone facilities."*
- 2 That the amended Policy be placed on public exhibition.

# LISMORE CITY COUNCIL - Meeting held August 8, 2000

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**Subject/File No:** RURAL FIRE SERVICE BRIGADE OFFICERS – 2000/01

**Prepared By:** Fire Control Officer

**Reason:** To inform Council.

**Objective:** Council to ratify the appointments as the Local Authority under Section 16(a)-(b) of the Rural Fires Act, 1997.

**Management Plan Activity:** Fire Protection

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## **Background:**

The Lismore Rural Fire District consists of 19 Brigades with an active membership of approximately 400 volunteers. Annual General Meetings are conducted between May/June of each year. All positions are declared vacant and any persons who have reached the training level required to hold these important positions are eligible for nomination. Incumbent Officers are eligible for re-election.

The Field Officer positions are the senior Officers who lead the Brigade in operational duties and comprise the Captain, Senior Deputy and Deputy Captains. Suitably qualified members are nominated by the Brigades to hold Group Officer positions. These members are of invaluable assistance to the Fire Control Officer and form part of the Brigade Executive Management Committee and Occupational Health & Safety Committee.

All appointments are subject to approval by the Fire Control Officer.

Permit Officers are elected to issue permits under Section 89 of the Rural Fires Act, 1997 for the Brigade area in which they serve.

Two staff members of the Richmond River Cane Growers Association are also nominated to issue permits to farmers in the sugar cane growing area of Lismore City Council. Their assistance is invaluable in the issue and monitoring of these permits.

I have pleasure in submitting to Council for its approval, the names and positions of persons elected to these positions. Brief statistics are as follows –

| <b>POSITION TITLE</b>                  | <b>No. POSITIONS</b> |
|--|----------------------|
| Group Captains / Deputy Group Captains | 8                    |
| Captains                               | 18                   |
| Senior Deputy Captains                 | 18                   |
| Deputy Captains                        | 46                   |
| Permit Officers                        | 56                   |
| Resignation/Retirement of Captains     | 1                    |

### **NEW CAPTAINS**

|                |          |
|----------------|----------|
| Debbie Boorman | Caniaba  |
| Ned Hampson    | Wyrallah |

### **RICHMOND RIVER CANE GROWERS ASSOCIATION PERMIT OFFICERS**

|                |
|----------------|
| Andrew Tickle  |
| Leone Williams |

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# LISMORE CITY COUNCIL - Meeting held August 8, 2000

## Rural Fire Service Brigade Officers – 2000/01

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**Manager - Finance & Administration Comments** Not required

**Public Consultations** Not required

**Other Group Comments** N/A

**Recommendation** (WOR23)

That the names and positions of all persons elected at the Annual General Meetings of Brigades within the Lismore Rural Fire District, together with two nominated Permit Officers from the Richmond River Cane Growers Association, be ratified by Council for 2000/01.

# LISMORE CITY COUNCIL - Meeting held August 8, 2000

## MINUTES OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD JULY 19, 2000

AT 10.00 AM.

(WMacD:VLC:S352)

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**Present:** Mr Bill Moorhouse (*Chairperson*), Councillors Ken Gallen, John Chant and Mervyn King, Messrs Thomas George, MP, Mike Baldwin (*Roads and Traffic Authority*), Chris Mallam (*Lismore Unlimited*), Const Brett Paulson (*Lismore Police*), together with Mrs Wendy Johnson (*Road Safety Officer*) and Mr Bill MacDonald (*Traffic and Law Enforcement Co-Ordinator*).

**Apologies:** Nil

### **Minutes of Traffic Advisory Committee Meeting – June 21, 2000**

Members were advised that the Minutes of the meeting held on June 21, 2000 were adopted by Council at its meeting of July 18, 2000.

**Disclosure of Interest:** Nil

### **Correspondence:**

1. **Our Lady Help of Christians School P & F Association;** expressing concern for the lack of safety barriers at each bus bay of the new bus interchange facility. Members noted that the interchange had been in operation since March 2000 and was working as expected. Its use had been monitored regularly and a number of teachers were present around the interchange on a daily basis. A white line had been painted on the footpath 600mm back from the face of the kerb to define where the children must stand. Kirklands Coaches distributed approximately 5,000 brochures to students using the interchange when operations first commenced, outlining what was expected of students. Council's Road Safety Officer was also currently developing a further brochure that highlighted the pick up/drop off points for students in the vicinity of the interchange and offered information for both parents and students on road safety. Barriers at each individual Bus Stop were not considered necessary. However, the interchange would continue to be monitored.

TAC83/00 **RECOMMENDED** that the writer be advised accordingly. (00-9708:S673)

2. **Goonellabah Public School;** seeking the provision of a 'No Parking' area adjacent to the newly constructed pedestrian entrance to the School on the western side of Jubilee Avenue, Goonellabah. The Committee had no objection to the pick up/drop off area as proposed by the School and suggested that the most appropriate signage for the area would be "No Parking 8.30am to 9.15am and 3.00pm to 3.45pm School Days".

TAC84/00 **RECOMMENDED** that the above signage be erected should the School be successful in gaining funds to construct the area in question. (00-10245:S352,R6468)

3. **Southern Cross University;** seeking clarification of the legality of imposing a 20 kph speed limit on roads within the campus.

It was the Committee's view that the internal road system of the University was contained within private land and, as such, the University could impose any speed limit it wished. It was suggested that this would be best achieved by traffic devices rather than relying on signs alone. It was also suggested that some type of entrance treatment on Rifle Range Road, similar to that on Military Road, might assist visitors to the University in identifying where the public road ended and the University land commenced.

TAC85/00 **RECOMMENDED** that the University be advised in accordance with the above.

(00-10375:S352)

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4. **NSW Roads & Traffic Authority;** forwarding Technical Direction No. 2000/6 with respect to "*Shared Zones*" and suggesting Council increase the number of shared zones in its area to enhance pedestrian environment and to increase road users' understanding of these facilities.  
The Committee noted that an additional sign had now been included as part of signposting for a '*Shared Zone*'. The new sign was "**Give Way To Pedestrians**" and would assist in clarifying who had right-of-way. It was suggested that a media release might be appropriate to assist motorists in understanding the changes.
- TAC86/00 **RECOMMENDED** that the Road Safety Officer arrange a suitable media release. (00-10509:S363)
5. **A Norton-Baker;** seeking the provision of designated parking spaces for motorcycles in the Lismore Central Business District.  
It was noted that there were several specific '*Motorcycles Only*' parking areas in Council's off-street carpark. However, it was agreed that there may be areas on-street too small for a car and, therefore, may be able to be signposted for motorcycle parking.
- TAC87/00 **RECOMMENDED** that such areas be identified and signposted accordingly. (00-10620:S353)
6. **NSW Roads & Traffic Authority;** forwarding a copy of a letter from the Richmond River High School P&C Association in which it questioned the adequacy of the existing bus facilities at the School, particularly during the afternoon "bus peak" period.  
Mr MacDonald advised that representatives of the bus companies had already met with the School and identified areas in which bus operations at the School might be improved. In addition, some minor signposting adjustments had been highlighted that included a general upgrading of parking signs.
- TAC88/00 **RECOMMENDED** that the signposting adjustments at Lake Street be carried out as required. (00-9020:S352)
7. **Mrs M Childs;** drawing attention to the dangerous position of the access to her parents' property at No. 705 Blue Knob Road and seeking the installation of a traffic mirror at this location.  
Members were advised that sight distance to oncoming traffic along Blue Knob Road was not reliable when exiting the driveway and this could be enhanced by the erection of a convex safety mirror opposite the driveway. However, any such facility would be at the property owners' expense. The minimum size of the mirror should be 600mmø
- TAC89/00 **RECOMMENDED** that the writer be advised that Council has no objection to the erection of the safety mirror in accordance with the above. (00-9839:R2001)
8. **M Chandler;** expressing concern for the location of the access to his property on Blue Knob Road which is situated on a sweeping bend and seeking the installation of a traffic mirror.  
The Committee was advised that the sight distance from the driveway currently being used was extremely poor. However, there was a driveway further along the property frontage that might be upgraded and would offer far better access conditions. It was suggested that it may be more cost-effective to upgrade the alternate driveway than to install a safety mirror and this was the preferred option.
- TAC90/00 **RECOMMENDED** that Council advise the writer that its preference would be for the former driveway to be upgraded.
-

TAC91/00      **FURTHER RECOMMENDED** that if this was not possible, Council approve the erection of a convex safety mirror at the property owner's expense; the minimum size of which should be 600mmø (00-10330:R2001)

9.              **Darrel Chapman Fun Run**; outlining the proposed route for the Year 2000 event on September 3.  
The Committee noted that the Fun Run had been held for a number of years on the same route without incident.

TAC92/00      **RECOMMENDED** that permission be granted for the Fun Run to be held as outlined. (00-10870:S336)

**General Business**

10.             **Traffic Accident Data – 1999**

Mrs Johnson highlighted the areas within the statistics significant to the Lismore area in that they were higher than the State average. These included young drivers and speed.

It was noted that the Road Safety Strategic Plan identified specific programmes where the above areas were being targeted and the action proposed.

TAC93/00      **RECOMMENDED** that the information be noted. (S352)

11.             **Collection/Drop-Off Points Around Bus Interchange Facility**

It had been proposed that the existing 'No Stopping' zone on both sides of Dawson Street, between the Underpass and Leicester Street, be reverted to 'No Parking' zones to allow the collection/set down of students.

The above areas had been identified as additional areas where parents could drop off or collect children away from the interchange and would be included in a brochure that was currently being developed by the Road Safety Officer.

TAC94/00      **RECOMMENDED** that the signage be changed as outlined above. (R6017,S673)

12.             **Proposed Development - Freemason's Hotel, Sibley/Cullen Streets, Nimbin**

The Committee had been asked to consider the parking set-back requirement from the driveway entrance.

Members were advised that the suggested parking set-back of 6.0m on the bottom side of the driveway and 4.0m on the top side would be appropriate.

TAC95/00      **RECOMMENDED** that the above distances be included in any Consent conditions. (D000209)

13.             **Parking at Bottom End of High Street - Opposite New Aged Units**

Councillor Gallen raised his concerns regarding the traffic problems being created by vehicles parking along the northern side of High Street opposite the new aged units situated at the lower section of High Street. Due to the lack of on-site visitor parking, motorists were being forced to park on-street in an area that has poor sight distance and limited road width. As a result, it was suggested that parking restrictions be applied along the northern side of High Street.

TAC96/00      **RECOMMENDED** that 'No Stopping' signs be erected along the northern side of High Street, from the guardrail just above Hindmarsh Street to beyond the crest further uphill. (R7117)

14. **Intersection of Dawson and Leycester Streets, Lismore**  
The issue of the temporary nature of the closure of the western leg of Leycester Street was raised for discussion and consideration of whether or not this closure should be made permanent. It was noted that the need for a roundabout at the intersection had been identified in the early planning stages of the bus interchange. Many of the bus operators using the interchange were also using the western end of Leycester Street either to or from Schools or the CBD. It was suggested that it would be better to leave the western leg open should a roundabout be constructed.
- TAC97/00** **RECOMMENDED** that this issue be referred to Council's Design Services Section for preparation of a plan and estimate and this be referred to the Roads & Traffic Authority for approval and grant funding. (R6042)
15. **Nimbin Parking and Law and Order**  
Mr Thomas George raised his concern for the above issues; adding that they were concerns regularly raised with him by Nimbin residents. It was pointed out that the enforcement of on-street parking in Nimbin was a Police responsibility and that authority had recently given an undertaking to carry out regular patrols. Mr George suggested that he would further discuss the issues with Mr Moorhouse at a later date.
- TAC98/00** **RECOMMENDED** that the above be noted. (S353,S717)
16. **Kadina Overpass**  
Mr Thomas George advised that he had received confirmation from the Roads & Traffic Authority that funding was available for the overpass in the near future.
- TAC99/00** **RECOMMENDED** that the above be noted. (R6408,S342)
17. **Coleman's Bridge**  
Mr Thomas George advised that he had been contacted by the business community raising concerns regarding the Roads & Traffic Authority's proposal to close Coleman's Bridge for six (6) months to carry out maintenance works. This would have a significant financial impact on many business houses. It was the Committee's view that the bridge should remain open until the new low level bridge was constructed north of the current bridge.
- TAC100/00** **RECOMMENDED** that these concerns be relayed to the Roads & Traffic Authority, together with a request that the construction of the proposed low level bridge commence at the earliest opportunity. (R7329,R314)
18. **Drag Strip for 'Cogs'**  
Concerns were raised regarding the unsafe way in which some young drivers 'tested' their cars on public roads. It was suggested that if a safe location was provided for this purpose it may reduce the problems currently being experienced. It was acknowledged that there would be public liability issues to be clarified before any such venue could be provided.  
The Chairperson suggested that the southern end of Caniaba Street, between Three Chain Road and the railway line, may be a possible location. Mrs Johnson agreed to investigate if other Councils sanctioned such activities and any associated problems, and report back to the Committee.
- TAC101/00** **RECOMMENDED** that the above be noted. (S352,R6906)
-

19. **Larger 'P' Signs for Rowing Club and Kirklands Riviera Carparks**  
Mr Mallam requested consideration be given to erecting larger 'P' signs at the intersection of Molesworth and Magellan Streets now that the roundabout had been completed. This could coincide with the introduction of paid parking in the Rowing Club Carpark and the need for additional signage when paid parking was installed.
- TAC102/00** **RECOMMENDED** that larger 'P' signs be included in any sign upgrade.  
(R7322,R7319)

This concluded the business and the meeting terminated at 11.45 am.

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**CHAIRPERSON**

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**TRAFFIC & LAW  
ENFORCEMENT CO-ORDINATOR**

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE CITY OF LISMORE  
HELD IN THE COUNCIL CHAMBER, GOONELLABAH ON TUESDAY, JULY 18, 2000 AT  
6.03PM.

**Present:** His Worship the Mayor, Councillor Gates; Councillors Baxter, Chant, Crowther, Gallen, Hampton, King, Roberts, Suffolk, Swientek and Tomlinson, together with the General Manager; Group Managers- Corporate & Community Services, City Works, Business & Enterprise, Acting Group Manager-Planning & Development; Manager-Business & Development, Manager-Economic Development Unit, Events Co-ordinator and Administrative Services Manager.

168/00 **Apologies/**  
**Leave of**  
**Absence:** An apology for non-attendance on behalf of Councillor Irwin was received and accepted and leave of absence granted.  
Leave of absence was granted to the Mayor, Councillor Gates, for the period July 19 to August 3, 2000.  
(Councillors Baxter/Hampton)

169/00 **Minutes:** The Minutes of the Ordinary Meeting held on June 27, 2000 were confirmed.  
(Councillors Hampton/Chant)

**PUBLIC ACCESS SESSION:**

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

**Barry Robinson (President, Lismore Unlimited) re Report – Proposed Relocation of Economic Development Unit**

(See Minute No. 171/00)

Mr Robinson supported the retention of the Economic Development Unit within the CBD. He ascribed benefits to the business community of the location within the CBD, valuing particularly the independence of such advice.

(S644)

**Darryl Winkler (President, Dunoon Soccer Club) re Report – Hire Charges – Dunoon District Soccer Club**

(See Minute No. 172/00)

Mr Winkler questioned the costing contained within the report and claimed that the fees proposed would ruin the Soccer Club.

(P12629,S755)

**SUSPENSION OF STANDING ORDERS:**

170/00 **RESOLVED** that standing orders be suspended and Council now deal with the undermentioned matters:-  
(Councillors Roberts/Chant)

- **Report - Proposed Relocation of Economic Development Unit (EDU)**
- **Report - Hire Charges - Dunoon District Soccer Club**

**Report - Proposed Relocation of Economic Development Unit (EDU)**

(Copy attached)

A MOTION WAS MOVED that the report be received and –

1 That the Economic Development Unit retain its location in the CBD.

- 2 This location be reviewed 12 months after implementation of a “one stop shop” approach.
- 3 That the General Manager review current processes for dealing with investor/developer enquiries with a view to implementing a “one-stop-shop” approach and report the outcome to Council.

(Councillors Roberts/King)

On submission to the meeting the MOTION was DEFEATED.

**Voting Against:** Councillors Swientek, Gallen, Chant, Baxter, Hampton and Suffolk.

171/00 **RESOLVED** that the report be received and –

- 1 The Manager-Economic Development Unit be located in the Council’s Administration Building for a trial period of 12 months.
- 2 The Manager- Economic Development Unit become a member of the Development Assessment Panel and trial a “one stop shop” development system.
- 3 Any relocation back to the City Centre after the one year trial period only be considered when amalgamation of Lismore Unlimited, Lismore Economic Development Unit and Lismore Business Enterprise Centre has been achieved.

(Councillors Swientek/Chant)

**Voting Against:** Councillors Roberts, King, Tomlinson, Gates and Crowther.

(S644)

**Hire Charges – Dunoon District Soccer Club**

(Copy attached)

172/00 **RESOLVED** that the report be received and noted and –

- 1 The Dunoon District Soccer Club be charged for one senior field only this year and this be reviewed when the 2001/2002 Budget is being prepared.
- 2 Council enter into negotiations with the Dunoon Sport & Recreation Club, local sporting organizations and any other interested parties with a view to them maintaining and/or leasing Balzer Park in the long term.

(Councillors Tomlinson/Roberts)

**Voting Against:** Councillors Baxter and Hampton.

(P12629,S755)

**RESUMPTION OF STANDING ORDERS:**

173/00 **RESOLVED** that standing orders be resumed.

(Councillors Roberts/King)

**REPORTS:**

**Lismore Saleyards Pig and Calf Pen Enclosure**

(Copy attached)

174/00 **RESOLVED** that the report be received and -

- 1 The Pen be recorded in line with Council Minute 31/00 (part 2).
- 2 Council demolish the western end of the northern bay of the Pen and also the awning that is attached to the southern end of the Pen (overhangs the saleyards).
- 3 The improvised boundary fence and “no entry” signage be maintained.
- 4 Council pursue the closure of that segment of Alexandra Parade on which the Pen intrudes and then through boundary adjustment incorporate this portion into the Pen allotment.

5 Council call registrations of interest for sale, leasing or demolition of the Pen under its current zoning.

(Councillors King/Hampton)

**Voting Against:** Councillors Roberts and Tomlinson

(P5986)

**Draft Plan of Management – Hepburn Park**

(Copy attached)

175/00 **RESOLVED** that the report be received and –

1 Council give in-principle endorsement of the Draft Plan of Management for Hepburn Park.

2 The Draft Plan be placed on exhibition and public submissions be invited until September 4, 2000.

(Councillors Gallen/Swientek) (S375)

**Lismore Regional Airport Terminal**

(Copy attached)

176/00 **RESOLVED** that the report be received and –

1 Council approve the reallocation of \$40,000 of interest income accrued on Airport loan funds to the Airport Terminal Project.

2 Council approve the transfer from the Airport Reserve of \$40,000 to act as a contingency for the remainder of the project.

(Councillors Crowther/Hampton)

**Voting Against:** Councillors Swientek and Gallen.

(P9733)

**Proposed Relocation of Economic Development Unit (EDU)**

(See Minute No. 171/00)

**Hire Charges – Dunoon District Soccer Club**

(See Minute No. 172/00)

**NorthPower Plan of Management for Vegetation Control**

(Copy attached)

177/00 **RESOLVED** that the report be received and noted and –

1 That the Manager - Parks and Recreation pursue NorthPower for written confirmation of its commitment to current responsibilities and clarification of the effect on Lismore City Council in the future.

2 That discussions between NorthPower and the Local Government & Shires Associations concerning NorthPower's Vegetation Management Plan be monitored and any significant developments be reported to Council's Management Group.

3 That should the Local Government Sector decide to object to future developments and lobby relevant Government Ministers, Lismore City Council support this course of action.

4 Council write to NorthPower and the Minister for Local Government with respect to the proposal by NorthPower, objecting in the strongest terms that Council have any more responsibility than already incurred in the maintenance of trees and shrubs under power lines.

(Councillors Baxter/King) (00-8737: S235,S95)

**Lismore Tourism Business Plan**

(Copy attached)

178/00 **RESOLVED** that the report be received and Council adopt the Lismore Tourism Business Plan 2000-2001.

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(Councillors King/Baxter) (S362)

**Broadwater Bridge – Toll**

(Copy attached)

179/00 **RESOLVED** that the report be received and noted.  
(Councillors Gallen/Chant) (S374,S134)

**Model Privacy Management Plan – Privacy & Personal Information Protection Act 1998**

(Copy attached)

A MOTION WAS MOVED that the report be received and –

- 1 Council adopt the Model Privacy Management Plan in accordance with section 33 of the Privacy and Personal Information Protection Act 1998.
- 2 Council hold a workshop on the Plan.

(Councillors Roberts/Gallen)

On submission to the meeting the MOTION was DEFEATED.

**Voting Against:** Councillors Roberts, King, Chant, Baxter, Swientek, Gallen and Crowther.

180/00 **RESOLVED** that the report be received and –  
1 Council conduct a workshop on the Plan.  
2 Council write to the relevant authorities expressing its concern regarding the introduction of the legislation, the last minute nature of the Model Plan, the process of its preparation and request an explanation.  
(Councillors Gallen/Crowther) (00-10028,00-10337: S38)

**CBD Upgrade Draft Survey**

(Copy attached)

181/00 **RESOLVED** that this matter be deferred for consideration at a future meeting.  
(Councillors Crowther/Suffolk) (S273)

**2000/2001 Rates and Charges**

(Copy attached)

182/00 **RESOLVED** that the report be received and Council adopt the following draft motions which will **levy the Special Rate for the Flood Levee:**

**(A) SUBJECT: GENERAL FUND RATES**

Whereas Council has advertised its Draft Management Plan for 2000/2001, in accordance with Section 405 of the Local Government Act, 1993, and has considered submissions to its Draft Management Plan in accordance with Section 406 of the Local Government Act, 1993:

- (i) It is hereby resolved that a **Business Rate** to be known as the “**Business Inner CBD**” Rate, of **three point four zero nine seven (3.4097) cents in the dollar** per assessment, on the Land Value as at Base Date July 1, 1998 subject to a minimum amount of **three hundred and seventy four dollars twenty cents (\$374.20)** per assessment, be now made for the rating year July 1, 2000 to June 30, 2001, on all rateable land within the centre of activity known as the ‘Inner CBD’ within the area shown in Schedule ‘C’ and which meets the definition of Business as defined in Section 518 of the Local Government Act, 1993.
  - (ii) It is hereby resolved that a **Business Rate** to be known as the “**Business Urban**” Rate, of **two point three six five seven (2.3657) cents in the dollar** per assessment, on the Land Value as at Base Date July 1, 1998 subject to a minimum amount of **three hundred and seventy four dollars twenty cents (\$374.20)** per assessment, be now made for the rating year July 1, 2000 to June 30, 2001, on all rateable land within the centre of activity outside the Inner
-

- CBD but within the urban area of Lismore as shown in Schedule 'D', which meets the definition of Business as defined in Section 518 of the Local Government Act, 1993.
- (iii) It is hereby resolved that a **Business Rate** to be known as the "**Business Other**" Rate, of **two point zero six six seven (2.0667) cents in the dollar** per assessment, on the Land Value as at Base Date July 1, 1998 subject to a minimum amount of **three hundred and seventy four dollars and twenty cents (\$374.20)** per assessment, be now made for the rating year July 1, 2000 to June 30, 2001, on all rateable land in the City of Lismore but not within the areas defined in Schedules 'C' and 'D' attached which meets the definition of Business as defined in Section 518 of the Local Government Act, 1993.
  - (iv) It is hereby resolved that a **Farmland Rate**, to be known as the "**Farmland Rate**" of **point eight zero eight eight (.8088) a cent in the dollar**, on the Land Value as at Base Date July 1, 1998, subject to a minimum amount of **three hundred and seventy four dollars twenty cents (\$374.20)** per assessment, be now made for the rating year July 1, 2000 to June 30, 2001, on all rateable land in the City of Lismore area, which meets the definition of Farmland as defined in Section 515 of the Local Government Act, 1993.
  - (v) It is hereby resolved that a **Residential Rate** to be known as the "**Residential Rate**" of **one point five seven zero two (1.5702) cents in the dollar**, on the Land Value as at Base Date July 1, 1998, subject to a minimum amount of **three hundred and seventy four dollars twenty cents (\$374.20)** per assessment, be now made for the rating year July 1, 2000 to June 30, 2001, on all rateable land within the centres of population defined in Schedule 'A' attached and meeting the definition of residential land, as set out in Section 516 of the Local Government Act, 1993.
  - (vi) It is hereby resolved that a Residential Rate sub-category to be known as "**Residential Billen**" of **one point five seven zero two (1.5702) cents in the dollar**, on the Land Value as at Base Date July 1, 1998 subject to a minimum amount of **two hundred and sixty three dollars thirty cents (\$263.30)** per assessment, be now made for the rating year July 1, 2000 to June 30, 2001 on all rateable land within the centre of population defined in Schedule 'B' attached and meeting the definition of residential land, as set out in Section 516 of the Local Government Act, 1993.
  - (vii) It is hereby resolved that a Residential Rate sub-category to be known as the "**Residential Rural**" rate of **one point one nine three four (1.1934) cents in the dollar**, on the Land Value as at Base Date July 1, 1998 subject to a minimum amount of **three hundred and seventy four dollars twenty cents (\$374.20)** per assessment be now made for the rating year July 1, 2000 to June 30, 2001 on all land which meets the definition of Residential as defined in Section 516 of the Local Government Act, 1993, except for the land described in Schedules 'A' and 'B' attached to this report.
  - (viii) It is hereby resolved that a Special Rate to be known as the "**Flood Levee**" rate of **point one zero zero seven (.1007) of a cent in the Dollar**, per assessment, on the Land Value as at Base Date July 1, 1998 subject to a minimum amount of **two dollars** be now made for the rating year July 1, 2000 to June 30, 2001 on all land within the area defined in Schedule 'I' attached to this report which in Council's opinion will receive a special benefit from the construction of the Flood Levee from a one in ten year flood event

**(B) SUBJECT: SEWERAGE CHARGES**

Council adopted a user pays charging system for sewerage and trade waste discharges at its November 28, 1995 meeting, Resolution 518/95. The adoption of the following draft motions will continue this Policy. In addition, Council's adoption of a

charge for the monitoring of grease arrestors and corrugated plate interceptors at its January 27 1998 meeting is provided for within the following resolutions.

**Sewerage and Trade Waste Charges**

Whereas Council has advertised its Draft Management Plan for 2000/2001 in accordance with Section 405 of the Local Government Act, 1993 and has considered submissions to its Draft Management Plan in accordance with Section 406 of the Local Government Act, 1993.

**Lismore Sewerage Scheme**

- (i) It is hereby resolved that in accordance with Sections 501, 503, 539 and 541 of the Local Government Act, 1993, an annual charge be now made for the provision of Sewerage Services to single units of residential occupation, residential, as defined in Section 516 (1) (a) of the Local Government Act, 1993, including residential strata units of **three hundred dollars and eight dollars (\$308.00)**, per assessment. This charge applies to properties connected to the Lismore Sewerage Scheme and is to be known as the “**Lismore Sewer**” charge for the period July 1, 2000 to June 30, 2001.
- (ii) It is hereby resolved that in accordance with Sections 501, 539 and 541 of the Local Government Act, 1993, an annual charge, as per the attached Schedule “E”, where the charge is indicated by the number of units of residential occupancy located on a property, be now made for the provision of Sewerage Services to a parcel of land connected to the Lismore Sewerage Scheme to be known as the “**Lismore Sewer Multiple**” charge for the period July 1, 2000 to June 30, 2001, excluding residential Strata Units.
- (iii) It is hereby resolved that in accordance with Sections 501, 539 and 541 of the Local Government Act, 1993, an annual charge be now made for the availability of sewerage of **one hundred and eighty five dollars (\$185.00)** per assessment for all rateable parcels of land within 75 metres of a Lismore Sewer Main and capable of discharging into that main but not connected thereto to be known as the “**Lismore Sewer Unconnected**” charge for the period July 1, 2000 to June 30, 2001.

**Lismore Trade Waste Charges**

- (iv) It is hereby resolved that in accordance with Sections 501, 503, 539 and 541 of the Local Government Act, 1993, for all other properties, not being residential land as defined in Section 516 (1) (a) of the Local Government Act, 1993, an annual charge be now made for the provision of trade waste services for properties connected to the Lismore Sewer Scheme, as per the attached Schedule “F”, where the charge is indicated by the number of equivalent tenants allocated to an assessment in accordance with the methodology set out in Council’s Sewer Usage Charging Strategy to be known as the “**Lismore Non-Residential Sewer**” charge, except for properties declared by Lismore City Council to be Established Strength Users, for the period July 1, 2000 to June 30, 2001.
- (v) It is hereby resolved that, in accordance with Sections 502 and 539 of the Local Government Act, 1993, a charge be now made, for properties declared by Lismore City Council to be Established Strength Users in accordance with Lismore City Council’s Trade Waste Policy, Section 3.2, to be calculated in accordance with Lismore City Council’s Sewerage Usage Charging Strategy, Section 2.5, as follows:
  - A charge of **seventy four cents (74 cents)** per kilolitre of discharge; plus
  - A charge of **one dollar and twelve cents (\$1.12)** per kilogram of Biochemical Oxygen Demand; plus
  - A charge of **seventy one cents (71 cents)** per kilogram of Suspended Solids; plus
  - A charge of **one dollar and ninety six cents (\$1.96)** per kilogram of Oils and, or Greaseto be known as the “**Established Strength**” charge for the period July 1, 2000 to

**Nimbin Sewerage Scheme**

- (vi) It is hereby resolved that in accordance with Sections 501, 503, 539 and 541 of the Local Government Act, 1993, an annual charge be now made for the provision of Sewerage Services to single units of residential occupation, residential, as defined in Section 516 (1) (a) of the Local Government Act, 1993, including residential strata units of **four hundred and thirty eight dollars (\$438.00)** per assessment. This charge applies to properties connected to the Nimbin Sewerage Scheme and is to be known as the “**Nimbin Sewerage**” charge for the period July 1, 2000 to June 30, 2001.
- (vii) It is hereby resolved that in accordance with Sections 501, 539 and 541 of the Local Government Act, 1993, an annual charge, as per the attached Schedule “G”, where the charge is indicated by the number of units of residential occupancy located on a property, be now made for the provision of Sewerage Services to a parcel of land connected to the Nimbin Sewerage Scheme to be known as the “**Nimbin Sewerage Multiple**” charge for the period July 1, 2000 to June 30, 2001, excluding Residential Strata Units.
- (viii) It is hereby resolved that in accordance with Sections 501, 539 and 541 of the Local Government Act, 1993, an annual charge be now made for the availability of sewerage of **two hundred and sixty three dollars (\$263.00)** per assessment for all rateable parcels of land within 75 metres of a Nimbin Sewer Main and capable of discharging into that main but not connected thereto to be known as the “**Nimbin Sewerage Unconnected**” charge for the period July 1, 2000 to June 30, 2001.

**Nimbin Trade Waste Charges**

- (ix) It is hereby resolved that in accordance with Sections 501, 539 and 541 of the Local Government Act, 1993, for all other properties, not being residential land as defined in Section 516 (1) (a) of the Local Government Act, 1993, an annual charge be now made for the provision of trade waste services for properties connected to the Nimbin Sewer Scheme, as per the attached Schedule “H”, where the charge is indicated by the number of equivalent tenants allocated to an assessment, in accordance with the methodology set out in Council’s Trade Waste Approvals Policy to be known as the “**Nimbin Non Residential Sewer**” charge for the period July 1, 2000 to June 30, 2001.

**Lismore & Nimbin Sewerage Schemes**

- i) It is hereby resolved in accordance with Section 501 of the Local Government Act, 1993, that an annual charge of **fifty-five dollars (\$55.00)** be now made for the annual inspection of properties connected to either the Lismore or Nimbin Sewer Schemes with grease arrestors or corrugated plate interceptors , to be known as the ‘ **Sewer Inspection**’ charge for the period July 1 2000 to June 30 2001.

**(C) SUBJECT: WATER CHARGES**

Council has adopted a user pays water charging process. To continue this formula the following resolutions should be adopted.

**Water**

Whereas Council has advertised its Draft Management Plan for 2000/2001 in accordance with Section 405 of the Local Government Act, 1993 and has considered submissions to its Draft Management Plan in accordance with Section 406 of the Local Government Act, 1993:

- (i) It is hereby resolved that in accordance with Section 501, 503, 539 and 541 of the Local Government Act, 1993 an annual charge be now made for the provision of water and water service availability, based on the size of the water service connected to a property. For a property which has two or more water connections, the cost of the services will be the total number of services multiplied by the fixed service charged; in cases where different sized services

are connected the sum of the cost of the fixed service charges, except for water connections used solely for fire fighting services, the cost of which shall be **Eighty Five Dollars (\$85)** per fire fighting service; for the year July 1, 2000 to June 30, 2001 to be known as the “**Fixed Service Charge**” is hereby made in respect of:

| Size of Service | Fixed Service Charge |
|-----------------|----------------------|
| 20mm            | \$ 85                |
| 25mm            | \$ 141               |
| 32mm            | \$ 233               |
| 40mm            | \$ 361               |
| 50mm            | \$ 563               |
| 65mm            | \$ 945               |
| 80mm            | \$ 1,437             |
| 100mm           | \$ 2,245             |
| 150mm           | \$ 5,049             |

- (ii) In accordance with Sections 501, 503, 539 and 541 of the Local Government Act, 1993 an annual charge, for the availability of water to property not connected to Council’s Water Supply but capable of connection thereto and within 225 metres of a Lismore City Council water main in accordance with Section 552 (1)(b) of the Local Government Act, 1993, for the year July 1, 2000 to June 30, 2001, to be known as the “**Water Availability**” charge, of **Eighty Five dollars \$85.00** per assessment is hereby made.
- (iii) In accordance with Section 502 and 503 of the Local Government Act, 1993 for water recorded by the water meter on a property a charge of **eighty five cents (85 cents)** per kilolitre for the year July 1, 2000 to June 30, 2001 to be known as the “**Consumption**” charge is hereby made.

**(D) SUBJECT: DOMESTIC AND NON DOMESTIC WASTE MANAGEMENT SERVICES**

Whereas Council has advertised its Draft Management Plan for 2000/2001 in accordance with Section 406 of the Local Government Act, 1993 and has considered submissions to its Draft Management Plan in accordance with Section 406 of the Local Government Act, 1993:

- (i) It is hereby resolved that an annual charge be now made, in accordance with Sections 496 of the Local Government Act, 1993, for all land within the declared domestic waste scavenging areas, both urban and rural, maps of which are available at Council’s Oliver Avenue Office, not utilising the domestic waste management service provided by Council to be known as the “**waste availability**” charge, of **Thirty dollars (\$30.00)** per assessment, except for those properties within the Nimbin Section 94 Plan Area, maps of which are available at Council’s Oliver Avenue Office, which are levied the Nimbin Transfer Station Charge, for the period July 1, 2000 to June 30, 2001.
  - (ii) It is hereby resolved that an annual charge be now made, in accordance with Section 501 of the Local Government Act, 1993, for all land within the Lismore City Council area, to be known as the “**Environment Protection**” charge, of **thirteen dollars and twenty five cents (\$13. 25)** per assessment, except for those properties within the Nimbin Section 94 Plan Area, maps of which are available at Council’s Oliver Avenue Office, which are levied the Nimbin Transfer Station Charge, for the period July 1, 2000 to June 30, 2001.
  - (iii) It is hereby resolved that an annual charge be now made, in accordance with Sections 501 and 541 of the Local Government Act, 1993, for all land located within the Nimbin Section 94 Plan Area, maps of which are available at Council’s Oliver Avenue Office, for the provision of the Nimbin Transfer Station Facility of **thirty seven dollars (\$37.00)** per assessment, for properties with multiple units of resident occupancy a charge of **thirty seven dollars (\$37.00)** per unit of
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- residential occupancy located on each assessment, to be known as the “**Transfer Station**” charge. Properties exempted from this charge within the Nimbin Section 94 Plan Area are those properties paying a Waste Collection Service or Non-Domestic Waste Collection – Rural, Charge for the period July 1, 2000 to June 30, 2001.
- (iv) It is hereby resolved that an annual charge be now made, in accordance with Section 501 of the Local Government Act, 1993, for all properties, located within the Urban area of Lismore, a map of which is available at Council’s Administration offices, whose waste does not meet the definition of domestic waste contained within the Local Government Act 1993 and Council collects an approved 240 litre mobile waste bin from that property, of **one hundred dollars (\$100.00)** per bin collected per annum, to be known as the “**Urban Non-Domestic Waste**” charge for the period July 1, 2000 to June 30, 2001.
- (v) It is hereby resolved that an annual charge be now made, in accordance with Section 501 of the Local Government Act, 1993, for all properties located outside the Urban area of Lismore, except for those properties located within the North Woodburn Waste Collection service area as defined, maps of which are available at Council’s Administration offices, whose waste does not meet the definition of domestic waste contained within the Local Government Act 1993 and Council collects an approved 240 litre mobile waste bin from that property, of **one hundred and one dollars (\$101.00)** per bin collected per annum, to be known as the “**Rural Non-Domestic Waste**” charge for the period July 1,2000 to June 30,2001.
- (vi) It is hereby resolved that an annual charge be now made, in accordance with Section 496 of the Local Government Act 1993, for all land within the declared scavenging area within the Lismore Urban Area, a map of which is available at Council’s office, for the removal, weekly, of a 140 litre approved wastemaster bin. In addition , on a fortnightly basis Council will remove a 240 litre approved wastemaster bin. This charge is to be known as the “**Integrated Waste**” collection service for the period July 1, 2000 to June 30 , 2001 and will be charged at **one hundred and thirteen dollars ( \$113 )** per annum . Additional services will be charged at **one hundred and thirteen dollars (\$113) per annum**. Services commenced during the charging period will be charged for on a proportional basis.
- (vii) It is hereby resolved that an annual charge be now made, in accordance with Section 496 of the Local Government Act, 1993, for the removal of one approved 240 litre wastemaster bin each week, from domestic premises, located outside the urban area of Lismore but within the declared domestic waste scavenging area, a map of which is available at Council’s Oliver Avenue Office, of **one hundred and one dollars (\$101.00)**, to be known as the “**Waste Collection Service**” charge , additional services will be charged at **one hundred and one dollars (\$101.00)**, for the period July 1 2000 to June 30 2001. Services commenced during the charging period will be charged for on a proportional basis.
- (viii) It is hereby resolved that an annual charge be now made, in accordance with Section 501 of the Local Government Act, 1993, for all properties, located within the Urban area of Lismore, a map of which is available at Council’s Administration offices, whose waste does not meet the definition of domestic waste contained within the Local Government Act 1993 and where Council collects an approved 240 litre mobile waste bin on a fortnightly basis and a 140 litre approved wastemaster bin on a weekly basis from that property, of **one hundred dollars (\$100.00)** per bin collected per annum, to be known as the “**Non Domestic integrated waste**” charge for the period July 1, 2000 to June 30, 2001. For services commenced during the year a proportional charge will be made.
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- (ix) It is hereby resolved that an annual charge be now made, in accordance with Section 501 of the Local Government Act, 1993, for all properties located within the North Woodburn Waste Collection service area as defined, a map of which is available at Council's Administration offices, Council has a weekly collection service of an approved 240 litre mobile waste bin from that property, a charge of **one hundred and seventy five dollars (\$175.00)** per annum, to be known as the "**North Woodburn Waste**" charge for the period July 1,2000 to June 30,2001.

**(E) INTEREST CHARGES**

Council is able, under Section 566 of the Local Government Act, to charge interest on outstanding Rates and Charges. The Minister for Local Government has advised , Circular 00/23, that the maximum allowable amount of interest for 2000/2001 is 10 %. This Council has generally adopted the maximum interest Rate as the amount to be charged.

- (i) It is hereby resolved that the 2000/2001 interest Rate on outstanding Rates and Charges will be **10%**.

(Councillors Hampton/King) (S384)

**Investments Held by Council as at 31/5/00**

(Copy attached)

- 183/00 **RESOLVED** that the report be received and noted.  
(Councillors Baxter/Gallen) (S170)

**Investments Held by Council as at 30/6/00**

(Copy attached)

- 184/00 **RESOLVED** that the report be received and noted.  
(Councillors Crowther/Chant) (S170)

**COMMITTEE RECOMMENDATIONS:**

**Traffic Advisory Committee 21/6/00**

(Copy attached)

- 185/00 **RESOLVED** that the report be received and the recommendations contained therein be adopted, excluding Clauses TAC64/00 and TAC67-68/00.  
(Councillors Roberts/Gallen)

• **TAC64/00 – Mr & Mrs B Taylor**

A MOTION WAS MOVED that the Committee review the traffic control measures at the intersection by means of a roundabout and other methods to increase pedestrian safety.

(Councillors Crowther/Roberts)

On submission to the meeting the MOTION was DEFEATED.

**Voting Against:** Councillors King, Tomlinson, Gallen, Chant, Baxter, Hampton, Suffolk and Gates.

- 186/00 **RESOLVED** that before any further action takes place, pedestrian/traffic counts be carried out to determine vehicle/pedestrian movements and these be brought back to the Committee for further consideration.  
(Councillors Gallen/Hampton)

• **TAC 67-68/00 – Ms D Dorgan – Kadina Park Development**

A MOTION WAS MOVED that the planned intersection to the carpark off Kadina Street be reviewed.

(Councillors Swientek/Gallen)

On submission to the meeting the MOTION was DEFEATED.

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

187/00

**RESOLVED** that –

1 Should Council decide the carpark should remain in its currently proposed location, it be noted that the new intersection location, as suggested above, be considered appropriate.

2 Classifiers be installed on Kadina Street to determine vehicle speeds.

(Councillors Roberts/Chant)

(S352)

**DOCUMENTS FOR SIGNING AND SEALING:**

188/00

**RESOLVED** that the following documents be executed under the Common Seal of Council:

**Final Linen Plans – Glasgow Lane/Magellan Street**

Plan of Consolidation of the carparking area on the old Kirklands site, Lismore, Lot 15, DP 864707 (Walker & Newton: 00-10104: D980176)

**Final Linen Plan & S88B Instrument – Ross Street**

Plan of survey for the closure of part of Ross Street, Lot 13 DP241095 and Lot 389 DP 755718 and being the road adjoining a property owned by SCU.

(Walker & Newton: 009707: R7132)

**Licence Agreement – Council & Crown (Minister for Police)**

Agreement to install and maintain the licensee's equipment at the Wyreema Avenue Reservoir site for a term of 10 years from 1/7/99 to 30/6/2009.

(00-10629: P4031)

(Councillors Tomlinson/Crowther)

**MATTER OF URGENCY:**

**DA00/263 – BBC HARDWAREHOUSE**

**S459**

Councillor Chant declared an interest in this matter (landowner) and left the Chamber during discussion and voting thereon.

189/00

**RESOLVED** that this matter be admitted to the Business Paper as a matter of urgency.

(Councillors Hampton/Suffolk)

190/00

**FURTHER RESOLVED** that subject to the concurrence of the Traffic Authority of NSW the General Manager be granted delegated authority to modify consent notice 00/263 to permit left turn egress to State Highway 16, Bruxner Highway.

(Councillors Hampton/King) (D00/263)

**Mayoral Minute:**

**Organic Waste Agreement**

191/00

**RESOLVED** that the Minute be received and Council accept the risk involved with entering into the agreement with Tryton and the General Manager and the Mayor continue to finalise the agreement

(Councillors Crowther/Chant) (P25041)

**RESCISSION MOTION:**

The Group Manager-Corporate & Community Services advised Council that he had been handed a Notice of Rescission Motion signed by Councillors Roberts, Tomlinson and Crowther with respect to the resolution Proposed Relocation of Economic Development Unit (Min. No. 171/00).

The Group Manager-Corporate & Community Services advised Council that this Rescission Motion would be considered at the next ordinary meeting of Council

This concluded the business and the meeting terminated at 8.53 pm.

**CONFIRMED** this 8TH day of AUGUST, 2000 at which meeting the signature herein was subscribed.

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**MAYOR**

