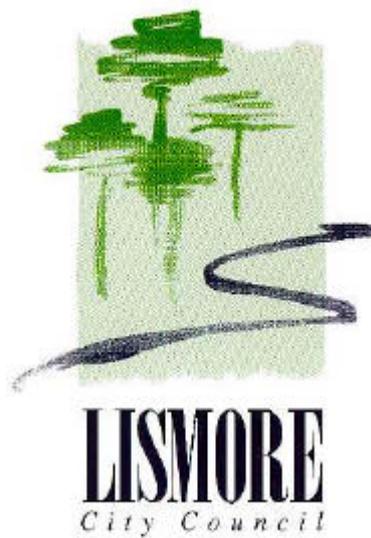


COUNCIL Business Paper



OCTOBER 31, 2000



NOTICE OF COUNCIL MEETING

An ORDINARY MEETING of LISMORE CITY COUNCIL will be held at the SOUTHERN CROSS UNIVERSITY (B BLOCK – School of Education) (see map following) on TUESDAY, OCTOBER 31, 2000, at 6.00pm and members of Council are requested to attend.

Prior to supper and the meeting a presentation will be made at 5.00pm on the Airport Management Contract by Ambidji Frontec Pty Ltd.

(Ken Gainger)
GENERAL MANAGER

October 24, 2000

COUNCIL BUSINESS AGENDA

October 31, 2000

PUBLIC ACCESS SESSION:

PAGE NO.

PUBLIC QUESTION TIME:

OPENING OF MEETING AND PRAYER (MAYOR):

APOLOGIES AND LEAVE OF ABSENCE

CONFIRMATION OF MINUTES – Ordinary Meeting 10/10/00

CONDOLENCES

DISCLOSURE OF INTEREST

MAYORAL MINUTES

NOTICES OF RESCISSION

NOTICES OF MOTION

1

SUSPENSION OF STANDING ORDERS

(Consideration of the Suspension of Standing Orders to debate matters raised during Public Access).

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DOCUMENTS FOR SIGNING AND SEALING

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QUESTIONS WITHOUT NOTICE

CONFIDENTIAL MATTERS - COMMITTEE OF THE WHOLE

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Subject/File No: PROPOSED EASTPOINT SHOPPING VILLAGE –
TRAFFIC ARRANGEMENTS
(HM:MG:S746)

Prepared By: Manager, Planning Services – Helen Manning

Reason: To fulfil Council resolution 33/99 requiring submission of a report on the funding of a proposed roundabout.

Objective: To obtain Council's endorsement of the amending Local Environmental Plan before its submission to the Minister.

Management Plan Activity: Strategic Planning

Background:

At its meeting of February 22, 2000 Council considered a report on the proposed rezoning of land at the corner of Ballina Road and Holland Street, Goonellabah. The purpose of the rezoning is to enable the development of a neighbourhood shopping centre, to be known as 'Eastpoint Shopping Centre'. The proposed rezoning has been exhibited for public comment, and the report considered in February analysed submissions received in response to that exhibition.

On February 22, 2000 Council resolved:

“That the report be received and

- 1. Council defer proceeding with an amending LEP for the Eastpoint Shopping Village at Ballina Road, being Lot 21, DP 835735 until satisfactory arrangements are made for ingress and egress and a roundabout at the intersection of Holland St and the Bruxner Highway is provided for.*
- 2. During this period a further report be submitted to Council detailing how the roundabout could be funded involving Council, the proponent and Roads & Traffic Authority. The Draft Local Environmental Plan then be amended to include a clause detailing funding arrangements for traffic facilities”.*

A copy of the report considered by Council in February is in the Attachments for Councillors' information.

Traffic Arrangements

The development concept associated with the rezoning as considered by Council in February proposed left in and left out access points onto Ballina Road and Holland Street. The RTA had concerns regarding any vehicular or pedestrian access to or from Ballina Road, and this was reflected by a clause in the draft LEP amendment which required the physical prevention of vehicle and pedestrian access from Ballina Road. Access to and from Holland Street resulted in possible traffic conflicts with traffic entering and leaving the media centre car park and poor sight distance to the intersection with Ballina Road, making right hand turns from the centre into Holland Street difficult or impossible.

Construction of a roundabout at the intersection was considered to alleviate these problems, but the issue of apportionment of costs arose. This matter has been the subject of continuing discussions between Council, the RTA and Capminster Property Services (the applicant) in the intervening period.

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Proposed Eastpoint Shopping Village – Traffic Arrangements

The RTA has acknowledged that a roundabout is the most appropriate traffic device for this location, and has confirmed that if such is constructed it would permit left in/left out access from Ballina Rd to the site. Responsibility for funding the construction and maintenance of this roundabout is now to be determined.

Funding

By letter of October 4, 2000 the Acting Group Manager, City Works, has proposed the following to enable construction of the roundabout:

Eastpoint Shopping Village Pty. Ltd (developer)	\$146,000
Lismore City Council	\$146,000
RTA	<u>\$ 58,500</u>
	\$350,500

The RTA is proposed (by Council) to have ongoing maintenance responsibility for the roundabout. The Acting Group Manager's letter states that Council has already allocated \$120,000 in this year's budget for the project and little difficulty is foreseen in allocating an additional \$26,000. The letter requests urgent confirmation that the RTA is in a position to provide the funding this financial year if the development goes ahead as planned.

By letter of October 17, 2000 the RTA has confirmed that its contribution of \$58,500 is available this current financial year.

Capminster Property Services has argued that the funding arrangements should be dealt with at the development application stage, where the developer *'simply accepts a development condition that \$146,000 is required to be paid before the commencement of construction works'*. It has refuted the requirement that Council require a bond to be lodged for the amount prior to the finalisation of the LEP amendment, on the grounds that the developer has no guarantee that approval conditions of a subsequent development application would be acceptable.

Capminster's argument is not accepted, and in fact it provides the very grounds for requiring a bond for the required amount to be lodged **prior** to the LEP amendment being sent to the Minister for agreement. The reasons for requiring lodgement of such a bond are:

1. Conditions to a development consent are appellable, while requirements of Council to finalise an LEP amendment are not. Should Council require the payment for the roundabout as a condition of development consent, then the developer is able to appeal to the Land and Environment Court against the imposition of this condition. The outcome would not be predictable, and it is possible that the Court could strike out such a condition, or reduce the amount, leaving a proportion of the roundabout unfunded with the expectation that Council would be responsible for the shortfall.
2. Should ownership of the property change between the finalisation of the LEP amendment and the preparation of a development application, there is no guarantee that the new owner would be aware of the requirement for contribution towards the roundabout, nor agree to it, potentially resulting in the situation outlined above.

Development Consent 90/429 for the Goonellabah RSL Club requires the Club to contribute to the construction of the roundabout. Its contribution, indexed from the time of consent is \$10,800.

Draft LEP Amendment

The exhibited draft LEP amendment contained a subclause prohibiting vehicular and pedestrian access to the site from Ballina Road. If the above funding arrangements for a roundabout are agreed by Council then this subclause should be deleted from the draft plan before it is sent to the Minister, and an explanation provided to the Minister as to how the previous concerns of the RTA have been overcome. There are then two options for amending the draft LEP:

1. A new subclause could be substituted requiring that Council not consent to the development until allocation of financial responsibility for construction of a roundabout at the intersection of Ballina Road/Holland Street is committed to the satisfaction of Council; or
2. As a bond is to be required from the applicant before finalisation of the LEP and the RTA has agreed in writing to commit funding within the required time frame, no clause outlining funding arrangements is necessary.

It is recommended that the second option is taken as:

- This will result in a simpler LEP with less potential for complications inserted by the Parliamentary Counsel and less potential for Land and Environment Court re-interpretation should an appeal result in relation to a development application.
- If the LEP was to specify funding arrangements as outlined above, the Minister would not make the plan unless RTA concurrence to the LEP was provided in writing, introducing additional complexity and delays while RTA re-confirmed their commitment to the satisfaction of the Minister.
- The clause contained in the first option is superfluous in the legal sense as the LEP should not be made until funding is committed, and so the situation would not arise in which Council could not deal with a DA until funding was available.

However should Council determine that a bond not be required from the developer prior to finalisation of the LEP then amendment of the LEP as outlined in the first option should be required.

A copy of the amended draft plan is attached for Councillors' information, based on the second option outlined above.

Manager - Finance & Administration Comments

From a financial perspective, there are adequate funds available to construct the roundabout given that,

- a) a roundabout in this location is included in the Urban Arterial's Section 94 Plan and therefore our contribution of \$140,600 or any shortfall can be afforded from these funds,
- b) the developer is to contribute \$140,600, and
- c) the RTA is to contribute \$58,500.
- d) the Lismore RSL Club contribution of \$10,800

While it is a 'novel' approach by the RTA to weigh in ongoing maintenance costs as part of our up-front costs, the sum of \$29,000 is not considered unreasonable.

LISMORE CITY COUNCIL - Meeting held October 31, 2000

Proposed Eastpoint Shopping Village – Traffic Arrangements

In reading the report, it is critical that if Council agrees to the amend the LEP, then it be conditioned on a bond being received from the applicant/developer and the RTA confirming that it will meet its share, prior to submission to the Minister. The Lismore RSL's contribution is in accordance with their Development Application (DA 90/429).

This process will result in all parties meeting their obligation and consequently reduce any future risk.

Public Consultations

The draft LEP amendment has been exhibited and submissions reported to Council. The proposed deletion of a subclause from the exhibited plan is not considered to be an alteration of sufficient significance as to require re-exhibition.

Other Group Comments

Acting Group Manager, City Works, advises:

The RTA would prefer a concrete roundabout at an estimated cost of \$450,000 be constructed due to reduced on-going maintenance costs. The City Works Group would prefer to see an asphalt roundabout at a cost of \$350,500 be constructed due to a lower construction cost and much quicker construction time and consequent reduction in delays and inconvenience to motorists travelling through the site.

The RTA have put forward a proposal that the developer and Council pay a once only contribution towards on-going maintenance equivalent to approximately \$29,000 plus the one third share of \$350,500 for the construction costs making a total contribution of \$146,000 each, (less the RSL Club's amount). The RTA will have a lower initial contribution toward the construction cost but the will pick up all maintenance costs in the future.

Conclusion

It is apparent that the proposed development of a neighbourhood shopping centre at Ballina Road/Holland Street would be facilitated by the construction of a roundabout at the intersection. In regard to the funding of this roundabout, and the finalisation of the rezoning application Council is asked to:

1. endorse a requirement that the applicant to lodge a bond with Council for the amount of \$140,600; and
2. agree that the draft LEP amendment (altered as described above) be forwarded to the Minister **only after** the bond has been received.

Recommendation

That Council:

1. Confirm that before the draft LEP amendment is submitted to the Minister, the developer of Eastpoint Shopping Village is to lodge with Council a bank bond in the amount of \$140,600 as its share of the roundabout funding;
 2. Alter the exhibited draft LEP amendment by deleting proposed clause 62A (2)(b) which prohibits vehicular and pedestrian access from Ballina Road to the site.
 3. Following receipt of the bond forward the LEP amendment to the Minister for Urban Affairs and Planning with a request that he make the plan.
-

Subject/File No: SECTION 64 PLAN REVIEW
(S744)

Prepared By: Asset Manager, Lismore Water – Janaka Weeraratne

Reason: To advise Council of the outcome of the public exhibition of the draft plan

Objective: Council adoption of the S64 Plan for Water and Wastewater

Management Plan Activity: Strategic Plan Link 6.4, 6.5 and 2.2

Background:

At its meeting held May 2, 2000, Council resolved as follows:

- 1 *That Council adopt the “Subsidised S64 Contribution Plans” for Water and Wastewater for areas other than Nimbin.*
- 2 *That Council publish the fact that the State Government Contributions have been deducted from the relevant assets.*
- 3 *That Council determine the appropriate level of subsidy for Nimbin Water and Wastewater systems to be 25%.*
- 4 *That the fixed fee charge for Water and Wastewater be increased by the appropriate level of subsidy as determined in point 3 above.*
- 5 *The S64 Contribution Plans for the Water and Wastewater be displayed for public comment for twenty eight (28) days.*
- 6 *On completion of the display period, a further report be brought forward to Council for adoption for the S64 Contribution Plans.*

Public Consultation

The plan (attachment 1) was subsequently exhibited from June 3 to July 7, 2000. The public notice was placed in the Northern Star. Eight submissions were received prior to close of the exhibition date and related to the Nimbin S64 plan and three submissions were received after the close of the exhibition date regarding developer contributions for commercial development.

S64 Charges for Nimbin (Nimbin Plan)

The eight submissions received were from the following organisations/persons:

1. Djanbung Gardens, Permaculture Education Centre, Nimbin;
2. Nimbin Chamber of Commerce;
3. Nimbin Eco-Village;
4. Nimbin Lifestyle real estate
5. Nimbin Neighbourhood & Information Centre Inc.;
6. The North Coast Housing Company Ltd;
7. Nigel Reid (Rivendell Eco-Village Project), Nimbin;
8. M. A. Rothwell, Nimbin.

The points brought up in these submissions have been summarised as given below:

- a) There is no allowance for the proposed timing and construction of the Nimbin Eco-Village;
- b) The draft DLWC guidelines allow an increase in developer charges to be phased over three years;

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- c) The installation and operation of private wastewater management system at significantly lower initial and ongoing costs (*Nimbin Eco-Village Pty. Ltd.*);
- d) If the headworks charges are not reduced, no further growth will occur in Nimbin (this includes the proposed development of the Nimbin Eco-Village and Rivendell Eco-Village);
- e) The purpose of water and wastewater infrastructure that has been constructed if they are not fully utilised (and hence, the infrastructure will have to be subsidised by the Lismore Rate Payers);
- f) No large private development since the introduction of S64 and S94 charges due to the high contribution costs;
- g) There is currently a shortage of affordable accommodation in Nimbin and the higher S64 charges will not help this situation and will have a detrimental effect on the Nimbin individuals and community;
- h) The loss in general rates because of the lack of further development and again leading to Nimbin being subsidised by the rest of the ratepayers in Lismore;
- i) Does not take into consideration the question of affordability as required by the Water Supply and Sewerage Developer Charges in Country NSW, Guidelines for Calculation, 22/3/2000 (hereafter referred to as the *Guidelines*);
- j) The possibility of Council holding meetings in Nimbin with the relevant stakeholders (e.g. Nimbin Eco-Village Group) to discuss the implications of the proposed S64 charges.

Copies of the above submissions are given in attachment 2.

Comments on Issues Raised

- *Point a*

As the Nimbin plan did not take into account the growth of Nimbin due to the proposed Nimbin Eco-Village development, it is proposed that the take-up rate for the Nimbin Village be reduced to 10 years from the proposed 20 years. If this is factored in, the S64 charges for Nimbin will be reduced as given in the table below:

	Cost per ET	Cost per ET (25% subsidy)	Current Charge
Nimbin Water	\$8,950 <i>(\$11,470)</i>	\$6,710 <i>(\$8,600)</i>	\$3,796
Nimbin Wastewater	\$7,420 <i>(\$8,650)</i>	\$5,570 <i>(\$6,490)</i>	\$5,821

(S64 charges exhibited are in italics)

Full details of the breakdown of these costs are given in Attachment 3.

- *Point b*

The Nimbin Water S64 charge has been calculated based on the construction of a \$1.8 Million water treatment plant. The construction of this plant is dependent on the obtaining of State Government Funding and the outcome of the community consultation process that is about to commence. Since the *Guidelines* allow for a phased introduction of higher S64 charges, it is prudent that the Section 64 charges for the Nimbin Water Supply be phased in as follows:

Year	Developer Charge
Current Year (to end of June 2001)	\$3,796
Second Year (to end of June 2002)	\$5,740 (plus CPI as allowed for in the S64 plan)
Third Year (to end of June 2003)	\$6,710 (plus CPI as allowed for in the S64 Plan)

If such an approach is taken, it is necessary that the method of collecting S64 be varied as follows:

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- *The developer charge for Nimbin that will be levied will be determined on the date of payment and not the date of determination of the development application, i.e., all ET's paid before June 30, 2001 will be levied at \$3,796/ET, ET's paid between July 1, 2001 and June 30, 2002 will be levied at \$5,740/ET plus CPI and the third year onwards, \$6,710/ET plus CPI.*

The phasing in of developer charges will give developers a chance to plan for their developments with a degree of certainty and also allow Council staff to adjust the developer charges once the final cost and details of the Nimbin Water Supply Augmentations are confirmed.

Council should also note that the S64 charges for the developments in Caniaba Village (Water and Wastewater), Clunes Village (Wastewater) and North Woodburn Village (Wastewater) could be relatively high and cross-subsidy from Lismore Ratepayers could again be required to make development affordable.

- *Point c*

The Nimbin Eco-Village has raised the possibility of the installation and operation of a private wastewater management system. Lismore Water and the Planning Department will consider on a case-by-case basis if a private wastewater treatment system will be approved for any proposed developments. An installation of a centralised treatment system could involve high initial costs because of the need for an EPA license and the preparation and exhibition of an Environmental Impact Statement. Also, septic tanks might be needed initially, until enough dwellings are constructed to operate a wastewater management system.

- *Points d, e, f, g, h and i*

Council at its meeting on May 2, 2000 recognised the fact that Nimbin's S64 charges were higher than the rest of Lismore and resolved to provide a 25% subsidy to Nimbin. This resulted in increase in water and wastewater rates by \$1 per ratepayer and hence greater affordability of S64 charges for Nimbin.

The cost of on-site water and sewerage systems are also relatively expensive. If a householder in Nimbin wanted to be 'independent' of Council's water and wastewater system, a typical 45,000 litre rainwater tank system will cost approximately \$4,500 to supply an install (and this does not guarantee supply during drought periods) and an on-site waste disposal system will cost approximately \$10,000 and will require a minimum lot size of 2,000 square metres. This may lead to a reduction in lot yield for proposals such as the Nimbin Eco-Village.

Hence, if developers wish to develop stand alone blocks of land, then the cost of installation of a water and wastewater system is in the vicinity of \$14,500 compared to the S64 charges of \$12,280 (\$6,710 + \$5,570). Therefore, it is unlikely that S64 charges are curtailing development in Nimbin.

- *point j*

Council could if it so desires resolve to have a public meeting or meeting with the relevant stakeholders to discuss the issue of S64 charges.

S64 Charges for Commercial Development

The submission received after the close of the exhibition date were from Lismore Unlimited, Mr Barry Robinson and Mr Leslie Alan and requested that Council remove the levying of S64 charges against existing commercial properties that have a change in use.

Copies of the above submissions are given in attachment 2.

Comments on Issues Raised

Water supply and sewerage developer charges are up-front charges levied by water authorities to recover part of the infrastructure costs incurred in servicing new developments or additions/changes to existing developments.

At present, developer contributions for commercial developments (including change of use) are determined by establishing the equivalent tenements (ET's) based on one of the following methods:

- 1 The number of water/sewerage fixture units; or
- 2 Based on the historical water consumption figures of similar developments; and
- 3 If historical figures are not available, then Department of Public Works and Services (DPWS) Guidelines are used;

Where there is a change in usage of the development, an ET credit is given for the existing use or entitlement. However, if the credits are in excess of the proposed ET's, no monies will be refunded. A Section 64 charge will only be levied against a development where the ET valuation is above the current entitlement.

It is recommended that this method be retained.

To clarify Council's policy with respect to the methodology used for levying of all S64 charges, it is proposed that Council adopts the attached Policy (attachment 4). This policy is based on the premise that if a development imposes an additional load on the existing water and wastewater infrastructure, then, the proponent of the development should purchase the required additional capacity in the infrastructure.

If Council resolves not to charge for change in use of commercial properties, this will effect the proposed adoption of the S64 plan and a further report will need to be brought to Council. An examination of the non-residential development applications assessed by Lismore Water for the last two years indicates that about 75% of the applications (22 out of 30) are for extensions or change in use for existing premises.

Other Councils' Policy

Most Councils do charge for change in use of commercial properties. These include Byron and Richmond Valley who use the DPWS guidelines to assess the additional ET's. Ballina Shire Council does not at the moment charge any levies for commercial or industrial developments but this could change if Council adopts the draft "Section 94 Contributions Plans for Ballina Shire – Water Supply and Sewerage".

Manager – Lismore Water Comments

Nimbin S64 plan

The costs of water & sewerage infrastructure (S64 charges) for Nimbin are comparable with the cost of providing stand-alone systems. Subsidising developer charges further in Nimbin may lead to a precedent being set, i.e.: Developers may request similar concessions once other village sewerage schemes are constructed in the future.

However, it is prudent to phase in the water supply developer contribution charges over the next three years given that there is no certainty that the filtration plant will be constructed. It will give Council an opportunity to revise the charges in the event that a cheaper option is adopted.

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S64 charges for change of use

As stated in the report, Lismore Water and most Local Authorities (Byron, Richmond Valley, etc.) do charge developer contributions for commercial developments and for change of use. The exception is Ballina Shire Council, which appears to have a policy of not charging developer contributions for any commercial or industrial development.

It would be prudent for Council to retain the current method of charging contributions for change of use for the following reasons:

1. The current method of charging is fair and equitable and is based on the user-pays principle;
2. It is difficult to estimate the loss in revenue and the level of subsidy required as detailed below:

Some commercial developments such as laundries can impose a heavy load on the water and sewerage infrastructure and it is impossible to determine what sort of industry will be established in the future. If Council resolves not to charge for a change of use, as proposed by Lismore Unlimited, a developer could purchase an existing property with say 1 ET entitlement and develop into a major development (such as Linclean with a ET loading of 113 ET) with no contributions made to Council. These costs will have to be borne by the ratepayers. However, it is difficult to foreshadow this amount and account for in the rates;

3. If commercial developments are subsidised, it would not meet the Department of Land and Water Conservation (DLWC) Guidelines, which are based on the National Competition Policy (NCP) and recommendations made by the Independent Pricing and Regulatory Tribunal (IPART).

IPART, in its 1996 report on “Pricing Principles for Local water Authorities” made various recommendations including “*The need to set cost-reflective developer charges and trade waste charges as far as possible and disclosing any cross-subsidy in Council’s annual report.*”

Non-compliance with DLWC guidelines may result in financial assistance being withheld for major capital works programs.

Manager - Finance & Administration Comments

In relation to the adoption of the Section 64 Charges, the only variation proposed to that advertised relates to Nimbin Water & Wastewater.

The result of a change in the take up rate and the staged introduction over a three year period will result in these charges being reduced and consequently more affordable.

From the Policy perspective, it is supported on the basis that the proponent is to contribute towards the required additional capacity based on the additional load caused by the development.

General Manager’s Comments:

My comments pertain to the proposed continuation of the current practice of charging S64 levies on changes in use of existing commercial properties.

In my view the objections submitted by Lismore Unlimited, Rosada Pty Ltd. L & L Allen and the twelve signatories to the attached petition, have considerable merit and are worthy of further consideration by the Council prior to the adoption of the draft S64 Plan.

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Report – Section 64 Plan Review

Council's clear intention in requesting a review of its S64 Plan was to establish a regime of infrastructure charges that would ensure that Lismore City Council charges would be competitive with those of other councils in the area and would remove disincentives to further development in the Lismore LGA. In my opinion the charging of S64 levies against changes of use of existing commercial properties is inequitable and confusing and acts as a disincentive to further development.

It should be possible to establish a regime whereby S64 levies are charged **once** when a development consent is initially granted for a commercial/industrial development, e.g. a shopping centre. Charges should be levied on a formula basis, taking account of and acknowledging a range of potential uses for the approved development. Whilst it is acknowledged that a change of use involving the establishment of a new business which is a high water consumer may result in a degree of cross-subsidisation by Lismore Water ratepayers, such a practice is already enshrined within the existing and proposed S64 Plan.

Such a charging regime would be fairer and provide much more certainty and predictability. The owners of commercial/industrial developments could market their properties with greater confidence knowing that infrastructure charges have been "sunk" – this would in turn provide a climate of greater investor confidence and remove current disincentives.

At the very least Council should defer consideration of the current draft S64 Plan and direct staff to:

- a) Prepare for consideration a formula-based S64 charging regime for commercial/industrial developments that reflects the intentions outlined in the aforementioned submissions, and;
- b) Report to Council on the implications of the establishment of such a regime.

Such action would demonstrate that Council is serious about removing disincentives to investment in the Lismore LGA and providing a more competitive environment.

Conclusion

The existing Section 64 charges were critically reviewed and have been prepared in accordance with the Department of Land and Water Conservation (DLWC) guidelines and offer a reduction in all areas excluding Nimbin.

The tables below gives the current and revised Section 64 charges:

Water Supply

Zone	Current Developer Charge	Revised Charge
Holland Street	\$2,213	\$1,340
Wyreema Avenue	\$1,898	\$ 560
Ross Street	\$2,088	\$ 760
Central	\$1,873	\$ 720
Tanelawn	\$2,398	\$1,510
Dunoon/Modanville/Channon	\$7,523	\$5,540
Clunes	\$1,265	\$1,130
North Woodburn	\$1,488	\$ 0

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Nimbin:

Year	Revised Charge
Current Year (to end of June 2001)	\$3,796
Second Year (to end of June 2002)	\$5,740 (plus CPI as allowed for in the S64 plan)
Third Year (to end of June 2003)	\$6,710 (plus CPI as allowed for in the S64 Plan)

Wastewater Supply

Zone	Current Developer Charge	Revised Charge
East Lismore	\$4,429	\$1,960
Goonellabah	\$4,175	\$3,690
South Lismore	\$3,277	\$2,040
Nimbin Wastewater	\$5,821	\$5,570

The revised charges are the charges to be adopted.

Council's policy for the S64 Charges including Change in use of Commercial Premises is based on a fair and equitable system that enables users/developers to pay for the infrastructure they use.

Author's Recommendations (ENT34)

1. That Council resolve to adopt the Section 64 Water and Wastewater contribution plans dated October 2000 (attachment 1) to take effect from November 1, 2000 and repeal the Section 64 Contribution Plan 1996.
2. That Council publish the fact that the State Government Contributions have been deducted from the relevant assets
3. That Council phases in the Nimbin Charges over a three year period and resolve to levy S64 charges on the date of payment and not on the date of determination of the Development Application.
4. That Council publish the relevant subsidy for Nimbin.
5. That Council adopt the attached policy (attachment 4) for administration of S64 charges.

Subject/File No: PROVISION FOR AIRPORT MANAGEMENT SERVICES – T20005
Prepared By: CONTRACTS OFFICER, CHRIS ALLISON
Reason: To inform Council of process undertaken in the evaluation of Tenderers
Objective: Council approval of selected Contractors
Management Plan Activity: Client Services / Business & Enterprise

Background:

At the November 23, 1999 meeting of Council, Council resolved to accept a report by the Group Manager Business and Enterprise to undertake a two (2) part process to in order to engage contractors for various services at the new terminal. The report proposed calling for registrations of interest and negotiating directly with the respondents to achieve the most favourable outcome and to form a contract.

Advertisements were placed in the Northern Star, Northern Rivers Echo, the Gold Coast Bulletin and Flight Safety Australia. The advertisements were run over a five (5) week period during February and March with the ROI closing March 28, 2000.

Five submissions were received for the management of the airport, with three of these submissions being non-complying and not considered any further. The remaining two registrants were interviewed and appeared more than capable of undertaking the services required. The two (2) registrants, Robert Wilson, an individual currently employed as the airport manager at the Ayers Rock Airport and Ambidji Frontec Pty Ltd a joint venture between an Australian company, which consults to the aviation industry, and a Canadian corporation which specialises in airport management.

Robert Wilson

The submission from Mr. Wilson proposed a 3 – 5 year term with a remuneration package negotiable to \$85,000, inclusive of a Council registered vehicle. It would appear from the proposal that the submission was intended as an employment contract. As a Council employee, this package would also attract on-costs of 37.5%. Mr Wilson would appear more than capable of undertaking the works, however an employment contract was not the intention of the process. In addition, there was no provision for back up services in the event of sickness or holidays.

Ambidji Frontec Pty Ltd

Ambidji Frontec Pty Ltd was formed as a specialist airport and aviation facility management company in the Asia-Pacific region. The Ambidji Group is an Australian company and has extensive experience in the aviation industry, which includes providing consulting services to all levels of government and to contracting directly with CASA for a number of projects. The Ambidji Group has been involved with the operations of both the Sale and Ayres Rock Airport and were an unsuccessful bidder for the management of Essendon Airport in Melbourne. The Frontec Corporation is a Canadian company, which currently manages several airports in regional areas in Canada. Ambidji Frontec Pty Ltd have demonstrated that it is more than capable of undertaking the management of the Lismore Airport. Council established direct contact with two Regional Councils in Canada and received valuable information regarding the airport management credentials of Frontec. Ambidji Frontec have indicated that a full time staff member, currently involved in airport management, would be employed at the Lismore Airport. Their submission also provides back up staff as required.

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The basis of the financial proposal was that Ambidji Frontec Pty Ltd would take control of the current budget together with additional costs for the employment of staff, administration charges and a management fee. Negotiations between Council and Ambidji Frontec Pty Ltd have now reached a stage where there is agreement with regard to the financial proposal. In addition, negotiations have been undertaken within regard to various contract conditions, which have been agreed to by Ambidji Frontec Pty Ltd, the contract will be a performance based contract for a 5 year term with a five year option, with the following conditions included:

- A full review of the contract after 3 years and should Ambidji Frontec Pty Ltd fail to meet all targets, in particular the proposed accumulative cash position, the contract can be terminated by Council without compensation;
- Operational income over the budgeted income will be split between the contractor and Council;
- Savings in operational expenditure at the end of the financial year, where service levels are maintained are to be split between the contractor and Council; and
- Where the contractor is responsible for generating capital income, Council will pay a bonus, at the rate of 10% of the sale price excluding GST.

Details relating to the agreed financial conditions and contract conditions are provided in Attachment A.

Manager - Finance & Administration Comments

The Ambidji Frontec Pty Ltd proposal has involved a major review of the operating budgets for the Lismore Aerodrome. This includes the recognition of all marketing opportunities and conservative expenditure allocations. In respect of the proposal, the first year contract cost is estimated to be \$148,000 and the overall budget remains approximately 'break even'. The cash flow projection for the first five year period of the contract indicates a net loss of approximately \$15,000. It is proposed to fund this from the aerodrome reserve.

This contract offers incentives for the contractor to perform above the contract requirements. If achieved, this will result in a financial benefit to both the contractor and council. This arrangement is supported.

There is some concern regarding the appointment of a manager given the unknown financial implications associated with Council having to complete the development works as a result of termination of the McMasters contract.

Preliminary estimates prepared by Client Services suggests that an unfunded amount of approximately \$44,000 will result. While this is preliminary and more details will be made available to Council in the near future, I believe the long term viability of the aerodrome rests with the appointment of capable management. Relevant staff are of the opinion that Ambidji Frontec Pty Ltd can provide this outcome.

Group Manager – Business & Enterprise

The principle of the airport being a self-funding activity of Council has underpinned the airport operations for some years. The objective of Council management has been to determine the level of income and allocate expenditure accordingly. Historically to reduce the cost of operating the airport, management of the facility was brought back to a minimum where 10% of an engineering position was allocated for the purpose. This has seen the level of service and standards of the airport as a whole decline to a level that is not in accordance with a regional airport.

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Limited effort, prior to the last two years, was put into the evaluation of the income earning capacity of the airport. To achieve improved financial performance other airlines, potential industries and ancillary activities must have The Lismore Regional Airport marketed to them. This requires time and resources that Council does not currently have. This was recognised in the independent report on airport development and was the catalyst that set Council on this course of action.

The original forecasts for the contract manager prepared in 1998 based on data from 1996-7 provided a sum of \$65,000 for the purpose. The allocation of additional responsibilities such as the collection of revenue, invoicing of services and the novating of all existing leases and contracts on site to the head agreement, has broadened the responsibilities and consequently decreased the amount of resources required from Council. Based upon the outcome of the expressions of interest process this allocation in 2000-01 was not sufficient. Robert Wilson as an employee of Council would have required an allocation of \$85,000 plus 37.5% or \$116,875. While Mr Wilson had unquestioned ability to manage the airport he could not demonstrate, to the same level as Ambidji Frontec Pty Ltd, an ability to generate further revenue streams that are critical for ongoing development.

The Ambidji Frontec proposal originally set a best case and worst-case scenario. A mid line between these two cases, that met the self funding principal, was set as the benchmark for achievement by Ambidji Frontec. This benchmark includes a payment over and above salary and oncosts to Ambidji Frontec for General Overhead of 6% and a Management Fee of 14% of expenditure. These fees total \$52,753 in Year 1 and rise to \$67,342 in Year 5. The salary proposed for the commencement of the arrangement is \$65,000 per annum plus on-costs and establishment costs.

The agreement provides incentives for the sharing of additional income or expenditure savings provided overall financial outcomes were achieved and service levels as stipulated in the contract are met. This outcome provides a mechanism for Council and Ambidji Frontec to share in the upside of the agreement.

Should Ambidji Frontec fail to meet the cumulative financial outcome as disclosed in the agreement within three years Council has the right to terminate the contract without compensation. Any over expenditure of budget line items must be approved by Council, which limits the possibility of adverse budget variations occurring without Council's consent. This arrangement limits Council's downside substantially and apart from normal termination provisions, provides an avenue to exit the agreement should financial expectations not be met.

Including a contribution of \$20,000 plus CPI each year to Lismore City Council Support Service Charges and repayment of principal and interest charges on airport loans the financial projection the agreement allows for a cumulative deficit after 5 years of \$14,503. This deficit is to be funded from existing airport reserves, retaining the self-funding status of the airport. Should the Support Service Charges be fully excluded, the outcome after 5 years would be projected as \$91,680. The correct projected outcome will depend on future budget negotiations.

In summary, in accordance with Council resolution an Registration of Interest process for the management of the airport was undertaken. Of all respondents Ambidji Frontec Pty Ltd have demonstrated the greatest capacity to manage the technical aspects of the airport, develop the revenue earning capacity of the airport and to have the necessary systems and procedures to undertake the routine invoicing and payment of creditors as part of the service provided. This is offered in a performance based contract that if achieved preserves the self-funding principle of the airport.

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Provision For Airport Management Services

Public Consultations

Public consultations were sought throughout the airport strategy development process. The public were invited to register expression of interest as part of the process.

Other Group Comments

Not required.

Conclusion

Although only two conforming registrations of interest were received for the management of the airport, both submissions were of a high standard. Ambidji Frontec offered a complete package for the management of the airport and although the company has not directly managed an airport in Australia, the company is proposing to employ staff with the relevant experience. In addition, the Canadian corporation has extensive experience in airport management in Canada, in particular the management of airports for several Councils in rural areas of Canada.

Recommendation GM28

1. That Council resolve to contract with Ambidji Frontec Pty Ltd for a five year period, with a five year option, for the management of the Lismore Airport.
2. The Mayor and General Manager are authorised to execute the Contract on Council's behalf and attach the Common Seal of the Council.

Attachment A

Financial Arrangements

The basis of the financial proposal negotiated with Council will be based on the following:

Income

Proposed Operating Revenue (excluding Passenger Charges & Share Cropping)	\$ 51,151.00
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Operational Costs

Salaries and On-costs	\$ 95,113.00
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Management Fee

General Overheads @ 6% of total operating budget	\$ 15,826.00
Management Fee @ 14% of total operating budget	\$ 36,927.00

General

1. The Contractor will be responsible for the billing and collection of all revenue excluding RPT charges and Tea Tree farm income.
2. All income derived from commercial activities including property activities and general aviation business, but excluding income from the RPT Operator(s) and lease of land for tea-tree farming, will be retained by the Contractor.
3. The Contractor will be responsible for the total management of operations at the Lismore Airport and will report directly to Council.
4. The Contractor will deal directly with the general public, handle complaints and all matters relating to safety.
5. The Contractor will manage all commercial leases/arrangements with various businesses at the airport, including the issue of invoices, the collection of income and dispute resolution matters.
6. Works may be directly undertaken by the Contractor or sub-contracted to a third party. Where works are sub-contracted to a third party, the Contractor will be responsible for the supervision of the contract, including payment of the sub-contractors.

Airport Operations

1. Operate all activities in accordance with legislation including the Civil Aviation Act 1988 and regulations.
 2. Operate all activities in accordance with CASA Rules & Practices for Aerodromes, including the role of "Reporting Officer" for the airport.
 3. Undertake activities in accordance with Councils' Management Plan and provide ongoing input into the development and revision of the management plan.
 4. Runway and taxiway maintenance, within Council's annual budget allocation;
-

Provision For Airport Management Services

5. Roads and pathways maintenance, within Council's annual budget allocation;
6. Grounds maintenance, within Council's annual budget allocation;
7. Liaison with Council's Airport Advisory Panel; and
8. Supervise activities of fuel companies, including refuelling operations for the RPT Operator and the refuelling bowser located at the General Aviation end of the runway, for use by domestic and light commercial aircraft.

General Aviation

1. The Contractor will develop various marketing strategies to attract new aviation industries to the airport.
2. The Contractor will be responsible for dealing with Avdata and all income from Avdata will be forwarded to the Contractor.

Grounds Maintenance - Non-Airside

1. The Contractor will be responsible to ensure that the lawn/ garden areas and roads/pathways are maintained to a high standard, these works may be undertaken directly by the Contractor or sub-contracted. Where the works are sub-contracted, the successful registrant will be responsible for the contract supervision and payment of the contractor.
2. With regards to the works required the areas to be managed should include but not limited to the following:

Terminal Surrounds

Mowing;
Trimming/Edging;
Garden maintenance;
Maintenance of irrigation systems;
Maintenance of grass area - Road reserve; and
Drains maintenance.

Roads & Pathways

Sweeping of carpark, access roads and gutters;
Sweeping of footpaths;
Maintenance of stormwater drains;
Line marking;
Sign maintenance;
Lighting maintenance;
Public safety issues; and
Road maintenance and pot hole patching.

Terminal Operations

1. The Contractor will be responsible for efficient operation of the terminal, including dealings with the RPT Operator(s) and other users of the terminal who will be conducting businesses.
-

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2. Where works/services are contracted to a third party, the Contractor will be responsible for contract supervision and payment of the contractors.

3. The following services have been identified:

Cleaning Services

Daily cleaning (seven (7) days per week);

Provision of cleaning materials (including bin liners), labour and cleaning equipment;

Supplying and replenishment of toilet paper, paper hand towels and hand cleanser/soap;

Provision of emergency cleaning equipment for use by Airport Staff; and

Provision of supply of sanitary disposal units.

Security Services

Alarm monitoring and alarm response; and

Security patrols.

Building Maintenance

Responsible for undertaking all maintenance at the complex. Council approval is required for any single maintenance in excess of \$500.00.

4. The Contractor will be required to supervise several businesses, which will be conducted at the terminal these activities will include but not limited to, negotiate disputes, issue invoices and collect incomes. Council has identified the following businesses, which will be conducted at the terminal, however additional business opportunities may identified at any time in the future:

Car Hire

Café

Long Term Car Parking

Freight Terminal

1. Business Development

As part of the marketing strategies to be developed to attract new aviation business, the Contractor should include strategies for development of the freight terminal building

2. Freight Terminal Building and Surrounds

The following functions will be undertaken by the Contractor or sub-contracted to other parties.

Security - Undertake regular security patrols;

Cleaning - External of building to be cleaned to the agreed standard;

Maintenance - Undertake maintenance to an agreed standard;

Freight Terminal Surrounds (Non-Airside) - Maintain to an agreed standard

Mowing/Slashing of Grassed Area; and

Garden Maintenance

Freight Terminal Area Roads

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Road maintenance and pot hole patching;
Maintenance of stormwater drains;
Sign maintenance;
Lighting; and
Public safety issues.

Reporting Requirements

1. The Contractor will submit a monthly report to Council, which will include monthly and year to date actuals versus budget figures for the following:
 - Statement of accounts, indicating invoices issued, income and charges received and payments made.
 - Accidents/injuries/near misses reported to staff or of which supervising staff were aware of during the previous month;
 - Activities and promotions undertaken during the previous month;
 - Emergency maintenance undertaken during previous month
 - Maintenance required by Council; and
 - Complaints received.
2. The Contractor will provide an annual report and balance sheet to Council, by no later than October 31 each year. The report will be similar to the monthly reports, except that totals will be provided for the entire year

Quality Of Service

1. All work and services shall be carried out to industry best practice standards and services shall also be to the approval of the Contract Supervisor. To ensure the standards are maintained, the Contractor will implement and maintain a quality system for the duration of the contract.
2. The Quality Plan shall identify the key performance indicators for the service and define procedures by which these shall be achieved and verified. The Quality Plan when approved by the Contract Supervisor shall form part of the Contract Documents and the Contractor's performance shall be measured against the Quality Plan.

Occupational Health And Safety

1. The Contractor will at all times take all necessary precautions for the safety of his/her employees appropriate to the nature of the work and the conditions under which the Contract is to be performed and comply with all statutory requirements and with such reasonable directions as the Contract Supervisor may give from time to time.
 2. The Contractor will be required to submit a specific safety plan as part of the contract quality plan detailing the practices and procedures, which will apply during the term of the contract.
-

Provision For Airport Management Services

3. The following is considered a minimum standard safety plan:

Workplace Safety;

Safety Training/Induction;

Management of Sub-Contractors;

Responsibility and Accountability;

Post Accident Procedures;

Emergency Procedures; and

Airside Procedures.

Fees And Charges

1. The Contractor will be responsible for all accounting functions associated with the income generating activities conducted at the airport, this will include the issue of invoices and the collection of accounts.
2. Incomes derived from the airport are to be banked into the Contractor's account. Council will pay the Contractor net of invoices issued.
3. The Contractor is to provide details regarding the accounting for fees and Council will be entitled to audit the Contractor's accounts to verify the accuracy of the value of fees collected in the performance of this contract.
4. Council sets the fees and charges each year.
5. Currently hanger rentals are invoiced on a quarterly basis, however by negotiation, this may be undertaken on a more frequent basis.

Facilities and Equipment

1. Council will provide an office at the terminal with a phone point and data cabling for the manager of airport operations.

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Subject/File No: ACQUISITION UNDER THE VOLUNTARY FLOOD PRONE PURCHASE SCHEME – 7 & 7A BARRIE STREET, LISMORE
(AL:LC:P995 & 996)

Prepared By: Manager Client Services – Andrew Lovett

Reason: Richmond River County Council expect to secure State & Commonwealth funding towards this acquisition.

Objective: Obtain Council approval to proceed with the acquisition.

Management Plan Activity: Property, Flood Mitigation.

Background:

The General Manager of Richmond River County Council, has negotiated with Mr Bruce Clark for the purchase of his property located at 7 & 7A Barrie Street, Lismore. The State Valuation Office has provided a value for the property of \$75,000. Mr O'Sullivan expects that sufficient funding will be available to acquire the property on a Commonwealth/State/Council/1:1:1 basis, in the next two months.

The cadastral description of this property is Lot 6 and Lot 7 of DP782968.

The Contract of Sale will be conditional on obtaining the State and Commonwealth funding.

Manager - Finance & Administration Comments

This acquisition has been identified as the next priority under the Voluntary Flood Prone Property Acquisition Scheme as it is located outside the proposed levee bank location. On the basis that a 1:1:1 subsidy is available, sufficient funds are available for this acquisition.

Council should note that while the acquisition of these properties is essential and relate directly to the location of the levee bank, it does reduce the available funds for the levee this year. This means that Richmond River County Council will more than likely be required to borrow on our behalf to meet this years contribution. As yet, no formal notification of grant funds has been received and a full report on the funding issues will be prepared for Council at that time.

Public Consultations

N/a.

Other Group Comments

Group Manager – City Works

During the development of the Lismore Levee EIS, particular care was taken to carefully analyse the potential flood threats within the Shannon/Barrie Streets area.

This analysis revealed that –

1. during a major flood event, water velocities would be high
2. houses in this area would be isolated early in the flood event
3. due to flood velocity, it would be difficult for residents to evacuate in safety.

Theses factors exists with or without the levee.

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Acquisition under the Voluntary Flood Prone Purchase Scheme – 7 & 7A Barrie Street

The best option appeared to be purchase the affected houses and return the riverbank land to riverbank parkland. The levee is proposed to be constructed well back from the riverbank which will minimise its impact on both the river system and the community.

Dwellings at Barrie and Shannon Streets will then be situated outside of the levee. Clearly, the purchase of these houses is the best solution to a number of problems. The purchase of the dwelling at No 7 & 7A Barrie Street is simply one step in this process.

Conclusion

The property at 7 & 7A Barrie Street, has been identified as the next priority under the Voluntary Flood Prone Property Acquisition Scheme. Richmond River County Council expects that there will be funding made available for the acquisition of this property on a Commonwealth/State/Council 1:1:1 basis.

Recommendation GM31

That:

1. Council authorise the General Manager or his delegate to negotiate the purchase of 7 & 7A Barrie Street under the Voluntary Flood Prone Acquisition Scheme subject to the availability of external funding support of at least or 2/3 of the property price of \$75,000 plus legal and valuation expenses.
2. The General Manager and Mayor be authorised to sign and apply the Common Seal of the Council to the Contract of Sale and Property Transfers, as necessary.

Subject/File No:	LAND CLASSIFICATION OF PERRADENYA ESTATE WATER & SEWER SITES: (AL:LC:D98/7,D99/581)
Prepared By:	Andrew Lovett – Manager Client Services
Reason:	Under Section 34 of the Local Government Act 1993, Council Resolution is required to have the land which will form part of the Perradenya Water Supply & Sewerage scheme classified as 'operational' land prior to transfer from Rous Water.
Objective:	Classify lands as Operational
Management Plan Activity:	N/A

Background:

The Development Consent for the Perradenya Estate requires that Rous Water to transfer various parcels of land, on which water and sewer facilities are located, to Council at no cost as operational land.

The Local Government Act 1993 specifies a process for the acquisition of land, as operational land, by a Council. Prior to the acquisition the Council must:

1. call for submissions through a Public Notice stating the terms of the proposed resolution making the land operational;
2. resolve that the land be classified operational, whilst considering any submissions and
3. process the acquisition.

Failure to carry out the sequence of these steps results in a situation that, at law, the land defaults to community status.

Public Notice was given in The Northern Star on 26 August, 2000 inviting submissions in relation to the proposed classification. Submissions were to be lodged within 28 days of the public notices. No submissions were received in respect to the public notice.

If Council is in agreement with the recommendations of this report, Rous Water will take the following steps:

1. Obtain Sub-Division Certificate for the Plan;
2. Register the Plan, which will create the allotments; and
3. Transfer the allotment from Rous Water to Council.

Manager - Finance & Administration Comments

Not required.

Public Consultations

As stated above, a Public Notice was advertised and no submissions were received.

Other Group Comments

Manager Asset Planning, Mr Janaka Weeraratne, concurs that as this land will become the sites of the Perradenya Reservoir and Perradenya Sewer Pump Stations, it is preferred that they be classified as 'operational' land.

Conclusion

The recommendation below completes the necessary legislative process in classifying these public lands as operational.

Recommendation GM32

1. Proposed Lots 40 ("Perradenya Reservoir Site"), 41 and 42 ("Perradenya Pump Station Sites") in the Plan of Subdivision of Lots 1, 2 and 3 of DP 836708 be classified as operational land.
2. The General Manager and Mayor be authorised to sign and apply the Common Seal of the Council to the Memorandum of Transfer for the above allotments, as necessary.

Subject/File No: DEVELOPMENT CONTROL PLAN NUMBER 43 (DRAFT) - CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (S717)

Prepared By: Punita Boardman, Crime Prevention Development Officer

Reason: To propose the inclusion of the DCP in the policy portfolio of Council

Objective: That Council adopt the Development Control Plan.

Management Plan Activity: Community Services

Background:

The proposal of a Development Control Plan for Crime Prevention Through Environmental Design (CPTED) forms part of the current Crime Prevention Plan. It appears as a strategy under Issue 2: *Relationship between built environment and crime throughout the LGA.*

A few other NSW councils have already adopted such a DCP. This signals a growing trend that will see this type of DCP become more commonplace in time to come and perhaps even legislated. Much of the work of these other councils was used as the basis of this DCP. It is, of course, acknowledged in the policy.

A workshop on the contents of the document was held on 4th July 2000. It concentrated on the principles of CPTED, rationale of the policy and contemporary visions in the design and management of public space. The workshop was well attended by Councillors and staff as well as a couple of public stakeholders.

The draft DCP has been circulated within the management and staff of Council and feedback has been sought. Councillors and developers have similarly been invited to comment.

The draft DCP has been on public exhibition for the 28 day period ending 9th October 2000.

Manager - Finance & Administration Comments

Not required

Other Comments

Suggested changes made by planning staff have been incorporated in this draft. No written comments were received from Councillors after the workshop. Verbal feedback has been positive.

Although a number of local developers requested copies of the DCP, no further comments have been submitted since the public display period commenced. The document therefore remains unchanged.

Conclusion

The DCP on Crime Prevention Through Environmental Design has been compiled as a contemporary response to the issues of design and management of public space. Local and international research and community consultation and comment has informed the process.

DCP 43 – Crime Prevention Through Environmental Design

Development applications for both new and existing buildings could be influenced by this DCP. Large public and semi-public developments could have elements of the guidelines included in conditions of approval, in the interest of public safety. In time, it is envisaged, that the information contained within the DCP is included on Council's website and produced in a user-friendly brochure form.

Recommendation (COR51)

That Council adopt the Development Control Plan on Crime Prevention through Environmental Design.

Subject/File No: REQUEST FOR COUNCILLOR REPRESENTATIVE ON THE NORTH EAST WASTE FORUM
(LT:S317)

Prepared By: Lesley Trott – Waste Minimisation Officer

Reason: Following the resignation of Cr. Diana Roberts, this position is now vacant

Objective: To fill the position of Councillor Representative on the North East Waste Forum

Management Plan Activity: Waste Minimisation

Background:

The North East Waste Forum (NEWF) (the Forum) represents the interests of nine (9) Councils, (a population exceeding 183,336), and covers around 19,592km in north-east NSW.

Participating (member) Council's comprise: Ballina; Byron; Copmanhurst; Grafton; Kyogle; Lismore; Maclean; Pristine Waters; and Richmond Valley.

The Forum was voluntarily developed with the aim; *"to identify common problems and issues in waste minimisation and management for the Northern Rivers Region and to identify possible areas and initiatives for co-operation and co-ordination of waste minimisation and waste management services"*.

The Forum is participating in the NSW State Government sponsored Rural Waste Pilots Project, which is modelling various methods and structures for co-operation in and co-ordination of waste management between rural Councils. Some of the achievements of the Forum include:

- Development of a Draft Regional Waste Plan;
- Conduct of a region-wide Waste Characterisation Study and Community Consultation Strategy and Stakeholder Survey;
- Regional training and workshops;
- Discussion on regional resource sharing, educational and waste services; and
- Assistance in development of the Northern Rivers Regional Strategy

Many of the projects and regional training programs provided to member Councils through the Forum may not have occurred, without the Forum highlighting the need for and benefits achieved through a co-operative and co-ordinated approach to waste minimisation and management.

NEWF operates on a set of Statements on Co-operation within a Memorandum Of Agreement (Mof A) constituted under Sections 24 and 355 and 377 of the (New South Wales) Local Government Act (1993 as amended) sets out the Forum's role, purpose, administrative structure and financial arrangements. (Each member Council currently pays a levy of 15 cents per head of population to fund NEWF).

The Forum's approach shows that a formal waste board structure may not be the only, or the best structure for co-operative waste management in rural NSW.

Following the recent appointment of Heather Cook, as full time coordinator of NEWF, meetings are currently once a month, at one of the host Council Chambers. It is anticipated that the Forum may meet quarterly, or bi-monthly in 2001.

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Request For Councillor Representative On The North East Waste Forum

Each member Council is represented on the Forum, by a technical officer and a Councillor representative, however Lismore City needs to determine a Councillor representative, as Cr Roberts has resigned due to other commitments.

Recommendation (Pla 38)

That a Councillor be elected to the NEWF Committee as Council's elected representative.

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Subject/File No: WATER AND SEWERAGE PROJECTS
(AA:CD:S301 & S387)

Prepared By: Anu Atukorala – Manager Lismore Water

Reason: Concerns regarding inadequate funding provided by the Department of Land and Water Conservation (DLWC) for water and sewerage projects

Objective: To inform Council

Management Plan Activity: Funding of projects

Report:

Council depends on the Department of Land and Water Conservation (DLWC) providing financial assistance to implement major capital works programs related to water and sewerage infrastructure. The DLWC has indicated that, due to increased demand for funds this year, allocations for Lismore Water has been reduced as follows (Refer to Attachment A):

Project	Funding Applications 2000/01	Allocation
Clunes Sewerage Scheme	\$ 521,000	\$120,000
Nimbin Water Supply Augmentation	\$ 186,000	\$ 20,000
(East) Lismore Sewerage Disinfection	\$1,000,000	NIL
North Woodburn Sewerage Scheme	\$ 480,000	NIL

The above figures represent the total project cost (i.e: Council's contributions plus DLWC contributions). It should also be pointed out that the Minister has not approved the above allocations as yet and, as such, Council is unable to access the funds. This is despite the fact that Council has written numerous letters to the Minister seeking urgent approval of funds, in particular for the Clunes study. It is understood that other Councils are also experiencing similar difficulties and the Local Government and Shires Association has made repeated submissions to the Government requesting restoration of funding levels to those originally promised.

The above table only represents funds that are required this financial year. More funds are required to complete the projects over the next few years as detailed below:

Project	Expected expenditure Beyond 2000/2001
Clunes Sewerage Scheme	\$ 5,000,000
Nimbin Water Supply Augmentation	\$ 1,800,000
(East) Lismore Sewerage disinfection	\$ 1,200,000
North Woodburn Sewerage Scheme	\$ 180,000

The DLWC has not provided any indication as to the funding situation in the coming years. This has significant ramifications on the planning processes. For example it would not be prudent to continue with the current accelerated community consultation programs unless funding is secured for the coming years. Hence, it is recommended that Council write to the DLWC requesting additional funds this financial year and seeking information on future funding allocations.

Implications of not receiving financial assistance

If Council does not receive the allocations as required, projects will take a longer time to complete.

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Report – Water and Sewerage Projects

It should be noted that the East Lismore Disinfection facility was a requirement specified by the EPA as part of the licence condition. Failure to construct the facility by the specified date (December 2002) will result in Council breaching the licence conditions which may lead to penalties. A letter has been sent to the EPA requesting them to amend the licence conditions given the funding situation. So far they have not responded.

If financial assistance is withdrawn completely, Council will not be able to finance these projects under the current rating structure. Financial modelling done previously, indicated that both water and sewer rates will have to be increased by \$10 - \$20 annually if no subsidy is received. In addition, Council will have to review its position regarding sewerage of villages.

Manager - Finance & Administration Comments

It is absolutely essential that we pursue the DLWC to meet their original indicative funding commitment for the current year as well as the likely level of future funding.

As indicated by the Manager - Lismore Water, the impact of not receiving this funding is likely to be an immediate increase in the cost of services of between \$10 - \$20. Due to the value of the works and the ongoing requirement to upgrade infrastructure, it is likely that this will escalate annually beyond the CPI.

On formal advice from DLWC, an evaluation of our financial position and any other options will need to be assessed.

Public Consultations

The Nimbin and Clunes Community Consultation Committees will be informed of the limited amount of funding available.

Conclusion

The reduction in funding this year will have a significant impact on the works program. Inability to construct the East Lismore disinfection facility will lead to a breach of the licence condition in December 2002, unless the EPA agrees to amend this licence condition.

Recommendations (ENT33)

It is recommended that Council write to the DLWC:

- (a) Stating that the allocation this year is insufficient and seeking additional funds;
- (b) Seeking guarantees on proposed funding allocations for the next three years.

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Subject/File No: SEPTEMBER 2000 QUARTERLY BUDGET REVIEW
(GB:S755)

Prepared By: Principal Accountant – Gary Boyd

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

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

Management Plan Activity: N/A

Background:

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

The purpose of the September review is to "fine tune" any budgets that may vary due to more accurate information being available now than during the estimates process. This includes the reinstatement of budgets for works carried forward from 1999/00.

Salary and Wages Back-Pay and Pay Adjustments

Payment to staff relating to Award skills based salary progressions is in the process of being calculated. It is estimated that Council will require \$446,000 in total for the 2000/01 financial year. \$328,000 is being held in reserve in the current budget at present to fund this item. In addition the Employee Leave Entitlements (ELE) reserve has been planned to be used to cover the difference. The balance of this reserve at June 30, 2000 is \$828,000.

A full summary of the costs incurred on this item will be included in the December review.

General Fund

The 2000/01 Management Plan provided for a working fund surplus of \$35,500. This review details a decrease in the surplus of \$3,400 to \$32,100.

Although there have only been small movements in the working fund surplus for the September review, for Councillors benefit, the details of these movements were as follows.

Description	Amount \$
Opening Balance at July 1, 2000	35,500
Less - Increase in S356 Donation to Senior Citizens at Laurie Allen Centre due to impact of GST	(200)
Less – Contribution to The Channon Walkway from Council report at meeting held on 29 August, 2000.	(3,500)
Less – Reduction in income from Financial Assistance Grant General Component	(1,900)
Less – Increase in Miscellaneous S356 Donations from Council Meeting held 8 August, 2000	(1,000)
Add – Increase in net revenues for Enforcement, primarily due to new Companion Animals Act legislation	3,200
Closing Balance at 30 September, 2000	32,100

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Despite the small decrease in the working funds surplus, it is pleasing to see that the majority of the surplus is still intact. It should be stressed that as this is only the first review period for the 2000/01 financial year, it would be prudent for Council to maintain this surplus in case of unforeseen circumstances, which may arise in the future. If the budget shows a surplus early in the year, it allows council and management some flexibility to achieve the best results for the community throughout the course of the year.

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

Information Services

The software implementation costs relating to the introduction of the GST, which were not paid last year were reserved and are now transferred for payment in 2000/01. Direct costs of \$25,000 are applicable with \$5,000 being paid in the last financial year.

Community Services

Community Services Staff have agreed to coordinate the administration of a regional conference on a broad range of womens issues, which has attracted \$20,000 funding from ATSIC. As such a revenue and expense budget has been created. This has no impact on the working funds balance.

Environmental Health

The majority of the changes in this program relate to two grants from the Department of Local Government under the Septic Safe Program. The first of these projects, for \$20,000, expected from the department this year, is for improving septic tank performance. The second relates to unexpended monies from last year totalling \$11,300 for instrumentation for a test facility at the South Lismore Treatment Works.

Waste Minimisation

\$30,000 has been transferred from reserves to fund the operating costs of the drop-off centres due to increased contractor costs.

Parks and Recreation

Reserves have been transferred for works relating to Riverview Park, which were unspent in the previous financial year of \$14,900. There has been an internal agreement between Parks and Road Maintenance to have Parks staff maintain the State Highways roadside and roundabout vegetation. Consequently, \$22,000 has been included as a revenue and expense item under the Parks and Recreation program. Following this, an internal charge will be made from Roads to Parks for this service.

Enforcement

Adjustments have been made totalling \$26,300 for both revenue and expenses relating to a new Road Safety Officer agreement with the Roads and Traffic Authority (RTA). The major item of interest is a confirmation of a \$15,000 project budget, fully funded by the RTA. There is no impact on working funds as a result of these changes.

Plant Operations

An adjustment has been made to the planned replacements of plant for this financial year due to plant reserves at the end of the 1999/00 financial year being less than expected. This reduction totals \$103,600. Reserves were less than planned primarily due to operating expenses for fuel and consumables were greater than expected and increased net plant purchases.

In addition, \$202,000 is required to fund the purchase of a new waste collection truck for the waste collection service. As this is an additional piece of equipment, funding is coming from outside the plant fund with waste reserves providing the capital required.

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Urban Roads

\$25,000 from Section 94 levies has been allocated to install paid parking in the Rowing Club car park, as per Council resolution 239/00. Monies collected from parking will be used to repay these levies as per the Section 94 Plan.

Private Works income and expenses budgets have been reduced by \$26,000 to \$40,000 and \$34,000 respectively, to reflect the current trend in demand for these services.

Rural Roads and Bridges

\$62,900 has been allocated from Section 94 levies to extend works on the Corndale Road / James Gibson Road intersection. This will be used in-conjunction with existing budget allocations.

Amounts held in reserve from 1999/00 have been transferred to complete works. These include \$47,000 for Davis Bridge construction, \$10,500 for drainage at South Lismore, \$65,300 for development works that must be completed on Richmond Hill Road / Ridgeland Close intersection and \$34,000 for Duncan Road.

RTA Works

Reductions totalling \$24,700 have been made to revenue and expense allocations relating to the RTA's approved Regional Roads Repair Program for 2000/01. Further changes to the RTA program will be made in the December review when the RTA finalises its other programs.

Waste

\$21,000 has been transferred from reserves to fund the Master Plan for the Botanical Gardens which is part of the Landfill Environmental Management Plan for the Waste Disposal Facility.

Following the Council report regarding the Organic Processing Site, \$100,000 has been transferred from Waste Reserves to fund its share of the project with Tryton Waste Services.

As mentioned in the Plant Operations Program, \$202,000 has been transferred from Waste Reserves to fund the purchase of an additional waste collection truck.

Aerodrome

Funding for the capital works at the aerodrome have been transferred as follows. \$1,212,100 from unexpended loans, \$86,900 from reserves and \$14,700 from Section 94 levies. This gives a total of \$1,313,700 for capital works to date for completion of the airport terminal and associated works. At present the remaining budget adjustments due to the voluntary liquidation of the contractor, McMaster Pty Ltd have not been made. These will be reported in the December review when final costs are known. These costs are estimated to be in the vicinity of \$300,000. Funding is to come from firstly the Aerodrome reserve (current balance of reserve is \$112,400) and then as an internal loan from Quarry reserves.

Economic Development Unit

\$14,700 in unexpended grant funds for the Riverbank Project have been reinstated for 2000/01. In addition a new position of Riverbank Project Officer has been approved for \$30,000. Funding consists of \$15,000 from Council reserves, \$10,000 from the CBD special rate and \$5,000 from the Spirit of Lismore Foundation.

Water and Sewerage Funds

For the Water Fund, most of the changes relate to reinstating works planned for last year that were delayed primarily because of the weather. These works include reservoir repairs at Holland Street, pump station repairs at Ross Street, mains renewals at Terania Street, Bruxner Highway to Oliver Avenue, Ross Street, Conway Street and Orion Street.

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Caniaba village works have also been reinstated for 2000/01. A combination of reserves, Section 64 levies and unexpended loans are funding these works and there is no impact on the working fund balance.

Similarly in the Sewerage Fund, works have been reinstated from 1999/00. They include mains renewals at Molesworth Street, Bright Street, Terania Street, Dawson Street and Ballina Street. Funding is from reserves and Section 64 levies and there is no impact on the working fund balance.

Manager - Finance & Administration Comments

Included in the body of the report.

Other Group Comments

Not requested.

Conclusion

Change in Net Assets

The 2000/01 Management Plan showed a surplus in the "Net Change in Assets" of \$1,680,000. Based on the September quarterly review for 2000/01 this amount is reduced by \$108,000 to \$1,572,000.

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 (COR47)

1. Council adopt the September 2000 Quarterly Budget Review Statement for General, Water and Sewerage Funds.
2. This information be submitted to Council's auditor.

Subject/File No: MANAGEMENT PLAN REVIEW - QUARTER ENDED SEPTEMBER 2000
File S4

Prepared By: Corporate Development Officer

Reason: Requirement of Act

Objective: Information and annotation of Councillors

Management Plan Activity:

Background:

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

The following information relates to the performance of programmes and activities highlighted in the Plan for completion during the quarter ended September 2000.

Recommendation:

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

Programme Name: **General Manager's Office** Strategic Plan Link: 1.5 Programme Owner: **Ken Gainger** Group: **General Manager's Office**

Purpose: To manage the organisation effectively and efficiently

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Review Period	Reporting this Quarter
Promotion/marketing of Council's Business Units	<ul style="list-style-type: none"> Develop, in consultation with the Business Development Manager, branding and promotion of Council's Business Units in accordance with agreed priorities. 	<ul style="list-style-type: none"> Branding and marketing strategies prepared and approved in accordance with accepted priorities and milestones. Progress reports submitted to Council quarterly. 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Lismore Water, Lismore Regional Airport, Northern Rivers Quarry & Asphalt, Northern Rivers Waste Services, Lismore Memorial Gardens, EDU, Lismore Property Services completed. Lismore Tourism updated logo/brand in progress
Promotion of major Council sponsored events	<ul style="list-style-type: none"> Co-ordinate Council's participation Local Government Week Masters Games and Olympic Torch Relay 	<ul style="list-style-type: none"> As per promotional events occur 	<ul style="list-style-type: none"> September September 	<ul style="list-style-type: none"> Displays held at shopping centres with Councillor involvement Torch Relay celebration held at Mortimer Oval with estimated 20,000 in attendance.

Programme Name: **General Manager's Office / Client Services** Strategic Plan Link: 1.5 Programme Owner: **Andrew Lovett** Group: **General Manager's Office**

Purpose: To develop and manage Council's competitive tendering service and manage the Memorial Baths, Lismore Lake Pool, community facilities and properties

Goals/Objectives to be achieved	Actions planned	Targets	Review Period	Reporting this Quarter
Develop competitive service provision	<ul style="list-style-type: none"> Develop a draft Competitive Tendering policy for Council. 	<ul style="list-style-type: none"> Draft policy completed by 31/6/2000. 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> To be reviewed in 2nd quarter McMaster contract consuming significant time.
Maintain and repair Council buildings	<ul style="list-style-type: none"> Prioritise requests for works and services 	<ul style="list-style-type: none"> Quarterly reporting of emergency repair programme 	<ul style="list-style-type: none"> September and March 	<ul style="list-style-type: none"> Upgrade to City Hall – smoke hatch

Programme Name: **Human Resources Management** Strategic Plan Link: 1.2 Programme Owner: Vacant Group: **General Manager's Office**

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

Goals/Objectives to be achieved	Actions planned	Targets	Review Period	Reporting this Quarter
Develop systems that recognise, reward, and retain staff	<ul style="list-style-type: none"> Implement skills-based progressions Implement Succession Planning Policy 	<ul style="list-style-type: none"> Operational for Admin staff and out- posted staff - December Professional groups - July Complete - December 	<ul style="list-style-type: none"> September September 	<ul style="list-style-type: none"> HR continues to support Council's commitment to implementation of skills. Process delayed due to salary offer negotiations and broader negotiations for new 2001 Award . Draft policy being researched and formulated for discussion and as part of overall policy and procedures review.
Provide a working environment that encourages and supports the training and development of employees	<ul style="list-style-type: none"> Develop an integrated Training Plan linked to results of skills audit and succession planning policy Implement programs for management development 	<ul style="list-style-type: none"> Complete by December Complete - September 	<ul style="list-style-type: none"> September September 	<ul style="list-style-type: none"> Training data collected and integrated into Plan. Programmed training commenced. Identify with Managers potential staff to nurture into relief roles, and implement professional development programs.
Ensure LCC Workforce has the capacity to remain competitive	<ul style="list-style-type: none"> Develop procedures linked to introduction of Health Assessments 	<ul style="list-style-type: none"> Complete - September 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Outcomes of assessments being used as tool for early identification of possible future work-related problem areas.

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, customer service, word processing, printing requirements and insurance services for the Council

Goals/Objectives to be achieved	Actions planned	Targets	Review Period	Reporting this Quarter
Maintain an effective insurance portfolio	<ul style="list-style-type: none"> Install appropriate signage for all community land Review Council's position within Norpool 	<ul style="list-style-type: none"> Complete by Sept Liaise with partners Councils 	<ul style="list-style-type: none"> September September 	<ul style="list-style-type: none"> Deferred until February 2001 Norpool retained for existing claims and current insurance policies are with Statewide.

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

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

Goals/Objectives to be achieved	Actions Planned	Targets	Review Period	Reporting this Quarter
Maintain geographic information services	<ul style="list-style-type: none"> Maintain existing primary GIS map layers Develop customer focused GIS access interfaces 	<ul style="list-style-type: none"> Ongoing Ongoing 	<ul style="list-style-type: none"> September September 	<ul style="list-style-type: none"> Primary GIS layers maintained to operational standards. Customer requirements analysis commenced.

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	Targets	Review Period	Reporting this Quarter
Assist, co-ordinate, resource and support a range of community based services	<ul style="list-style-type: none"> Administer Council's Section 356 "Community Donations" fund 	<ul style="list-style-type: none"> Report to Council September 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Complete. Nineteen groups were funded from the 40 applications received.
Promote Lismore as the sporting centre of excellence within the region	<ul style="list-style-type: none"> Implement recommendations of Recreation Study Co-ordinate Masters Games 	<ul style="list-style-type: none"> Progress report as req'd Event September 2001 	<ul style="list-style-type: none"> Sept & Dec September and June 	<ul style="list-style-type: none"> Many of the recommendations of the Recreation Study are gradually being implemented. A full progress report is to be compiled by the end of 2000. Commenced planning for "work for the dole" scheme to assist with Crozier Oval development. TURSA and ENVITE resources to be used for construction , landscaping , footpath and other works Nesbitt Park improvements being planned in conjunction with local Cricket fraternity with a view to improving facilities for senior and junior competitors .ie extra field , shade etc Commenced promotion for the event with the view to increasing the patronage to 2000 for the event in 2001.

Programme Name: **Community Services (continued)**

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	Targets	Reporting this Quarter	
Develop and implement a local Crime Prevention Plan	<ul style="list-style-type: none"> • Convene Community Safety Committee • Implement Crime Prevention Plan • Develop policy on crime prevention 	<ul style="list-style-type: none"> • Monthly • Quarterly reports to Council and Attorney-General • Conduct workshop and put policy to Council 	<ul style="list-style-type: none"> • September • September and June • September 	<ul style="list-style-type: none"> • DCP on Crime Prevention developed; awaiting Council endorsement. • Plan adopted by Council and funding secured from Attorney-General to implement. • Ongoing

Programme Name: **Koala Child Care Centre** Strategic Plan Link: 5 Programme Owner: **Roz Roden** Group: **Corporate and Community Services**

Purpose: To provide high quality and affordable child care that meets the clients needs

Goals/Objectives to be achieved	Actions Planned	Targets	Review Period	Reporting this Quarter
Encourage community involvement in centre operations	<ul style="list-style-type: none"> • Network with local community services to meet child, parent and staff needs 	<ul style="list-style-type: none"> • Bi-monthly meetings 	<ul style="list-style-type: none"> • September 	<ul style="list-style-type: none"> • On-going. Current proceedings are meeting the needs and proving satisfactory
Provide programmes that respond to the developmental needs of the children	<ul style="list-style-type: none"> • Provide staff non-contact time to fulfil programming responsibilities • Consult with clients to assess children's individual needs • Review centre's learning environment to maintain children's interest 	<ul style="list-style-type: none"> • Monthly assessment • Daily • Daily 	<ul style="list-style-type: none"> • September 	<ul style="list-style-type: none"> • On-going. Staff are enjoying the time allowed for programming children activities programmes • Annual parent surveys demonstrate high level of satisfaction with the Service.

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

Purpose: To provide high quality and affordable occasional childcare

Goals/Objectives to be achieved	Actions Planned	Targets	Review Period	Reporting this Quarter
Maintain and increase patronage rate of the centre and encourage community involvement in the centre	<ul style="list-style-type: none"> • Implement strategies as per Marketing Plan • Promote community use of the Centre outside operating hours 	<ul style="list-style-type: none"> • In accordance with Plan • Promotional activities planned for Sept and May 	<ul style="list-style-type: none"> • Sept & June • September and June 	<ul style="list-style-type: none"> • Undertook appropriate actions within limited budget • Discussions held with Inter-relate Group on lease of space at the Centre
Ensure service complies with relevant	<ul style="list-style-type: none"> • Secure favourable annual report from 	<ul style="list-style-type: none"> • Commendation and 	<ul style="list-style-type: none"> • September 	<ul style="list-style-type: none"> • Received an excellent report from the

government requirements Department of Community Services licence Department on Centre's operation.
(State)

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

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

Goals/Objectives to be achieved	Actions Planned	Targets	Review Period	Reporting this Quarter
Ensure high level of patronage	<ul style="list-style-type: none"> Promote the service and facilities throughout the community 	<ul style="list-style-type: none"> Media campaign - print/TV 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Marketing strategy developed and on-going implementation.
Provide staff training opportunities / services	<ul style="list-style-type: none"> Identify specialised training needs 	<ul style="list-style-type: none"> Monthly reviews 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Details of training needs are included in Council's group training programme.

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	Targets	Review Period	Reporting this Quarter
Administer the operation of a Public Art Gallery	<ul style="list-style-type: none"> Identify staff training and professional development needs Replace Photocopier 	<ul style="list-style-type: none"> On-going July 2000 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Staff have attended a Regional Galleries Association Training Session on Website Maintenance - September 2000 Order has been placed for replacement copier
Maintenance	<ul style="list-style-type: none"> Paint exterior of Gallery Building Install fire exit for 1st floor Install foldaway stairs to attic for flood storage 	<ul style="list-style-type: none"> Complete by August 2000 Complete by Sept 2000 Complete by August 2000 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> All maintenance projects postponed until Gallery Director returns
Finalise 2001 Exhibition Program	<ul style="list-style-type: none"> Finalise, co-ordinate, assist and evaluate exhibitions 	<ul style="list-style-type: none"> July 2000 and ongoing 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> The Exhibition Program for 2001 has been finalised. Co-ordination, assistance and evaluation is ongoing.
Develop and improve programmes to generate interest and participation by community and schools	<ul style="list-style-type: none"> Co-ordinate Implement outreach for schools & Aboriginal communities 	<ul style="list-style-type: none"> July 2000 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> My Culture, an exhibition of contemporary indigenous art from Boomali was toured to 8 Aboriginal communities, venues and remote villages. Educational talks were provided at most venues. The exhibition was visited by at least 1200 people. An Education Program was run for the

<p>Programme Name: Art Gallery (ctd)</p>	<ul style="list-style-type: none"> • Equipment purchase - 50 chairs, fold table, video players 	<ul style="list-style-type: none"> • August 2000 	<ul style="list-style-type: none"> • September 	<p>Models of Genius exhibition. Guided tour workshops were held for volunteers. Guided Tours were offered to schools and community Groups - 7 schools and 3 community Groups took up this opportunity.</p>
<p>Market and promote Lismore Regional Art Gallery</p>	<ul style="list-style-type: none"> • Maintain level of sponsorship and donation bequests • Launch Art Trust Foundation 	<ul style="list-style-type: none"> • Review in June 2000 • July 2000 	<ul style="list-style-type: none"> • September • September 	<ul style="list-style-type: none"> • The Lismore City Art Prize: Living Regional Treasures once again involved the community - 50 artists paid tribute to members of the local community, and nearly 3,000 visitors enjoyed the exhibition. This year also incorporated a CBD art in shop-fronts component - to broaden the audience for the Prize and the Gallery. The People's Choice, once again allowed the community to have its say. • Beyond the Frame - in Gallery 5, a joint project between the Gallery and the Department of School Education. • Postponed until Gallery Director returns. • Sponsorship arrangements have been maintained. • Sponsorship from Prime Television ensured TV coverage of the Lismore City Art Prize and the Models of Genius. • The Lismore City Art Prize attracted strong media coverage for the Gallery. • Art Trust Foundation was launched by Federal Minister for the Arts, Peter McGauran in April 2000
<p>To collect and preserve visual arts and culture</p>	<ul style="list-style-type: none"> • Research for artists and artworks for collection • Publish Collection Catalogue on Internet 	<ul style="list-style-type: none"> • Complete July 2000 • July 2000 	<ul style="list-style-type: none"> • September 	<ul style="list-style-type: none"> • Postponed until Gallery Director return • The Lismore Regional Art Gallery's Permanent Collection is available as a

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

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

Goals/Objectives to be achieved	Actions planned	Targets	Review period	Reporting this Quarter
Maintain planning controls in accordance with State Government directives, Council policies and community needs	<ul style="list-style-type: none"> Obtain DUAP agreement to Rural Housing Strategy 	Complete September	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Amendments to Strategy require re-exhibition. Finalisation targeted for December 2000
Finalise strategies previously commenced	<ul style="list-style-type: none"> Exhibit and finalise Koala Management Plan 	Complete September	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Staff being on maternity leave has delayed this project. Now targeted for December 2000
Implement existing studies and strategies	<ul style="list-style-type: none"> Finalise Heritage LEP/DCP 	Complete September	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Draft Heritage LEP resubmitted to Heritage Office 1/9/00. Previous draft DCP being reviewed and updated.

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	Targets	Review period	Reporting this Quarter
Provide environmental health management through the development, implementation and evaluation of strategies and programmes	<ul style="list-style-type: none"> Implementation of Sun Protection Strategy Implementation of Sewage Management Strategy Implementation of Stormwater Management Plan 	<ul style="list-style-type: none"> Ongoing Ongoing Ongoing 	<ul style="list-style-type: none"> September September September 	<ul style="list-style-type: none"> Proceeding- satisfactorily Proceeding on target Plan completed. To be work-shopped with Councillors.
Implement environmental health statutes, develop implement and evaluate policies and guidelines	<ul style="list-style-type: none"> Implement On-site Sewerage Management guidelines 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Feedback on the Management guidelines are continually being reviewed and where appropriate refined

Programme Name: **Traffic, Enforcement and Lighting** Strategic Plan Link: 3.1, 3.2 Programme Owner: **Bill MacDonald** Group: **City Works**

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

Goals/Objectives to be achieved	Actions Planned	Targets	Review Period	Reporting this Quarter
Control dogs and other stray animals and maintain Council's pound facilities	• Enforce Dog Act and Companion Animal Act	• Quarterly operating report	• September	• 88 Dogs / cats impounded for quarter
	• Administer Dog Registration System	• Ongoing monitoring	• September	• 1137 Dogs / cats registered

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	Targets	Review Period	Reporting this Quarter
Maintain bridges	• Revise inspection schedule	• Identify and prioritise critical bridges Inspect critical bridges every 3 months Inspect timber bridges every 6 months	• September	• Schedule reviewed and updated
		• Update Inspection Schedule annually	• September	• Re-scheduled for mid October
Bridge Construction	• Revise schedule	• Update Construction Schedule annually	• September	• Schedule revised and updated
Causeway	• Review priority schedule for causeway raising to culvert	• Update schedule	• September	• Schedule reviewed and updated

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

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

Goals/Objectives to be achieved	Actions planned	Targets	Review Period	Reporting this Quarter
Reduce quantity of waste to landfill by 60%	<ul style="list-style-type: none"> Establish a landfill reporting system 	<ul style="list-style-type: none"> Operational June 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> New computer software packages are currently being reviewed and selected option to be installed by 2001
Obtain and retain EPA Licencing for landfill	<ul style="list-style-type: none"> Annual review, amend and report on landfill licence compliance 	<ul style="list-style-type: none"> Complete by September 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Draft licence reviewed and documents returned to E.P.A. in Grafton.
Develop Waste Services' position of lowest cost in Northern Rivers Region	<ul style="list-style-type: none"> Review Purchasing procedure and plant hire rates 	<ul style="list-style-type: none"> Complete by September 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Review of purchasing procedures and plant hire rates completed and where applicable changes in both areas are being implemented.

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	Targets	Review Period	Reporting this Quarter
Marketing and Revenue generating activities	<ul style="list-style-type: none"> Construct new double nichecolumn 	<ul style="list-style-type: none"> Complete by July 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Construction expected to be complete by mid-October
	<ul style="list-style-type: none"> Continue to develop and expand casket collection service 	<ul style="list-style-type: none"> Ongoing promotion 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Collection Service promoted through Crematorium Newsletter
	<ul style="list-style-type: none"> Develop sales aides packages for distribution to Funeral Directors 	<ul style="list-style-type: none"> Complete by August 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Sales aid package development held up due to business branding activities, to be completed by end December reporting period.

Programme Name: **Quarry Operations** Strategic Plan Link: 2.3, 3.1 Programme Owner: **Geoffrey Pisani
Gary 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	Targets	Review Period	Reporting this Quarter
Improve Quarry Marketing	<ul style="list-style-type: none"> Analyse sales to core account customers Revise strategy for sales to surrounding Local Govt market 	<ul style="list-style-type: none"> Complete by July Update by August 	<ul style="list-style-type: none"> September September 	<ul style="list-style-type: none"> A comprehensive Marketing Plan is currently being prepared in consultation with GMBE to include a full customer analysis & strategies for sales to Govt sector. Roll out of Marketing Plan by May 2001.
Improve Production Performance of Quarry and Asphalt plant	<ul style="list-style-type: none"> Implementation of improved quality assurance procedures 	<ul style="list-style-type: none"> Update by July 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Quality Assurance System for Quarry & Asphalt plant has been reviewed by Nor-Risk and is at implementation stage, work procedures, staff training etc. Quality System meets AS 3902/ISO 9002.
Improve Occupational Health and Safety	<ul style="list-style-type: none"> Revise safe working procedures Refine role of site safety committee 	<ul style="list-style-type: none"> Monitor and report by July Define role by July 	<ul style="list-style-type: none"> September September 	<ul style="list-style-type: none"> SWP's have been reviewed as required by DMR Verification requirements. All quarry staff attend monthly Site Safety Meetings to discuss safety performance, safety systems, hazard reporting, safe work procedures etc. Chairman of Site Safety Meetings – Bart Edwards, chairs monthly site safety meetings.

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	Targets	Review Period	Reporting this Quarter
Open New Lismore Airport Terminal with Commercial facilities	<ul style="list-style-type: none"> Complete construction of \$2.3M terminal on time within budget Lease of Café at terminal Expansion of refuelling facilities 	<ul style="list-style-type: none"> Complete by July 	<ul style="list-style-type: none"> September 	<ul style="list-style-type: none"> Terminal completion is delayed due to provisional liquidation of contractor. Now due for completion 1 December, 2000. Café lease negotiated and agreed Submissions received for refuelling facilities.

- Installation of Patron facilities
- Appointment of secure carparking contractor

- Negotiated installation of ATM
- Secure carparking contractors requested to formalise submissions.

Programme Name: **Aerodrome Operations (ctd)**

Aero Industry Business Development	<ul style="list-style-type: none"> • Recruitment of Airport Management Contractor • Extension of GA area 	<ul style="list-style-type: none"> • Engage Contractor July • Complete September 	<ul style="list-style-type: none"> • September • September 	<ul style="list-style-type: none"> • Negotiations with preferred contractor completed. Report put to Council and deferred. Due back to Council October 31. • Work on GA area includes completion of the fencing of the Eastern apron • This item is proposed to be handed to the Airport Manager
Development of a Marketing Strategy for the Airport	<ul style="list-style-type: none"> • Identify opportunities for aero-industry development 	<ul style="list-style-type: none"> • Researched by September 	<ul style="list-style-type: none"> • September 	

Programme Name: **Commercial Property Management** Strategic Plan Link: 1.5 Programme Owner: **Andrew Lovett** Group: **Business and Enterprise**

Purpose: To provide a range of property asset and building services and advice to Council

Goals/Objectives to be achieved	Actions planned	Targets	Review Period	Reporting this Quarter
Manage an effective and efficient commercial property portfolio	<ul style="list-style-type: none"> • Develop Strategic/Business Plan for commercial property portfolio 	<ul style="list-style-type: none"> • Draft by June completed September 	<ul style="list-style-type: none"> • September 	<ul style="list-style-type: none"> • New tenant Permodrive Ltd occupy the old Gundurimba Shire Council building • There are some vacancies in Molesworth House.
Negotiate, acquire, transfer and dispose of operational, statutory and commercial assets	<ul style="list-style-type: none"> • Apply professional skills and best practice to ensure best outcome 	<ul style="list-style-type: none"> • Monitor progress 	<ul style="list-style-type: none"> • September 	<ul style="list-style-type: none"> • Various sales / purchases under negotiation.

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

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

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Review Period	Reporting this Quarter
Provide improved asset management by: <ul style="list-style-type: none"> • Introducing programmed maintenance of Council's water assets • Developing an asset renewal and augmentation strategy 	<ul style="list-style-type: none"> • Set up best practice maintenance systems • Review asset renewal and augmentation plan 	<ul style="list-style-type: none"> • Quarterly reporting 	<ul style="list-style-type: none"> • September 	<ul style="list-style-type: none"> • The mains replacement program is likely to be delayed due to staff changes. • Terania, Orion & Ross St Water main replacements were completed.

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

Group: **Business and Enterprise**

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

Goals/Objectives to be achieved	Actions planned	Quarterly Targets	Review Period	Reporting this Quarter
Provide improved levels of customer service through a focus on: <ul style="list-style-type: none"> • Implement new levels of service • Accurate headworks assessment and contributions • Participation in the development of new village scheme strategies Development of effluent reuse strategy	<ul style="list-style-type: none"> • Operate performance monitoring system • Investigate sewerage schemes for new and existing villages – Clunes and North Woodburn • Investigate effluent / biosolids reuse strategy 	<ul style="list-style-type: none"> • Quarterly reporting 	<ul style="list-style-type: none"> • June 	<ul style="list-style-type: none"> • The Clunes wastewater committee met on the 1st August to discuss options evaluation criteria. • Discussions have commenced with SCU on use of sludge for mine rehabilitation in Drake.
Provide improved asset management by: <ul style="list-style-type: none"> • Introducing programmed maintenance of Council's sewerage assets • Reducing wet weather overflows, and • Developing an asset renewal and augmentation strategy 	<ul style="list-style-type: none"> • Operate best practice maintenance systems • Investigate options for reducing I/I • Review asset replacement programme 	<ul style="list-style-type: none"> • Quarterly performance reporting 	<ul style="list-style-type: none"> • September 	<ul style="list-style-type: none"> • The sewer replacement program is likely to be delayed due to staff changes. • Sewer relining works in Ballina, Dawson, Spring & Terania Streets were completed.

LISMORE CITY COUNCIL - Meeting held October 31, 2000

Subject/File No: FINANCIAL REPORTS - 1999/00
(S726)

Prepared By: Principal Accountant, Gary Boyd

Reason: Statutory Requirement

Objective: To present the 1999/00 Financial Reports

Management Plan Activity: Financial Services

Background:

Council resolved at the October 10, 2000 meeting to, in part –

269/00 b) present the 1999/00 Financial Reports to the public at the October 31, 2000 Council meeting.”

In accordance with the Local Government Act, 1993 (LGA), this was advertised and submissions from the public invited. At the time of preparing this report, there had not been any submissions received. Any submissions received will be faxed to Councillors and comments provided, if required. The public has to November 8, 2000 to make a submission. This is part of the reporting anomaly within the LGA mentioned in the previous Council business paper concerning the Financial Reports.

As the detailed 1999/2000 Financial Reports were considered by Council at the previous meeting, the following summary of results is now presented.

Item	1999/00 (\$,000)	1998/99 (\$,000)
<i>Operating Statement</i>		
Operating Revenues	37,187	36,742
Operating Expenses	38,280	37,784
Operating Result before Capital Amounts	(1,093)	(1,042)
Capital Grants and Contributions	3,977	3,479
Net Gain / (Loss) on the Disposal of Assets	(24)	(3,180)
Abnormal Items	0	0
Change in Net Assets Resulting from Operations	2,860	(743)
<i>Financial Position</i>		
Current Assets	30,239	30,867
Current Liabilities	7,538	7,429
Non Current Assets	382,062	378,681
Non Current Liabilities	9,407	9,623
Total Equity	395,356	392,496
<i>Other Financial Information</i>		
Current Ratio (expressed as a ratio)	4.01	4.16
Unrestricted Current Ratio (expressed as a ratio)	2.38	2.55
Debt Service Percentage (%)	7.58	7.09
Rate Coverage Percentage (%)	47.91	52.69
Rates and Annual Charges Outstanding Percentage (%)	8.86	8.13

Recommendation (COR48)

That Council present to the public the 1999/2000 Financial Statements

Subject/File No: OLYMPIC TORCH RELAY – VARIOUS MATTERS
(JB:KB:S727)

Prepared By: John Bancroft – Recreation Officer

Reason: Requested by Council and Olympic Torch Relay Working Party

Objective: Inform Council and have several matters determined

Background:

The following information regarding the Olympic Torch Relay celebrations of August 23, 2000, is provided for Council's information and determination – specific resolutions are required regarding surplus funds, banners and cauldron location.

Community Feedback

Student interns working on the event have pursued feedback from the community involved i.e. schools, business, exhibitors etc and the findings will be forwarded to Lismore Unlimited for their information. The information presented *will not* represent serious market research as I doubt such an event will be held again within the foreseeable future.

Generally feedback has been overwhelmingly positive and a copy of the evaluation will be forwarded to Councillors.

Cauldron Location – Future Home

In April, Council resolved that a report be provided on “options to locate the community cauldron”. It is expected that the cauldron be on permanent display in a “civic or public building”. The item will have to be located indoors (as it's not weather proof), at a location which is secure and for safety reasons, continually staffed when open. Therefore the major issues are accessibility and security.

Suggestions generally fitting such criteria have been:

- New airport terminal
- Transit Centre
- Council Chambers or the foyer of the Administration Building
- Lismore Baths
- City Hall
- The Historical Society Museum

Other suggestions that probably don't suit have been:

- Oakes Oval Gordon Pavilion (Isn't staffed by Council when booked for weddings or other functions – too risky)
- Lismore Workers Club (Doesn't really constitute a 'civic or public' building)

The Olympic Torch Relay Working Party discussed information relevant to the six suitable locations and taking all matters into consideration, the recommendation was made “that the community cauldron be housed temporarily at the Lismore Transit Centre and that it ultimately be installed in a suitable position in the new baths when completed”. The town's swimming centre was chosen due to its accessibility and its obvious link to the Olympics. Swimming is undeniably Australia's Olympic strength.

Banners – CBD Area

The banners (40 ordered, 15 stolen off poles) have become a subject of great interest with torch runners, collectors, volunteers and sponsors etc offering to purchase them. A set of four should be used as a display in conjunction with the cauldron housing process and this leaves 20 plus still without a home. SOCOG have advised as follows:

“Council’s cannot sell or give away, any of the banners before or after the Olympic Games and/or Paralympic Games...SOCOG would, however, have no concern with Lismore City Council donating a set to the historical society or to schools in the area.”

The Working Party was of the opinion that banners should be allocated as following:

- Historical Society,
- Lismore High School (for its onstage participation on the day),
- Wyrallah Road Primary School (they were host school for the Italian Olympic Team),
- Council Chambers or upstairs in the Council Administration Building, and
- Banner to each high school ie Woodlawn, Blue Hills, Trinity, Kadina and Richmond River.

Service Club/Food Stall Feedback

Lismore Lions Club have advised that they made approximately \$3,000 on the day. Monies received will be allocated to the Lions Club, Lismore Community Trust and will *probably* be channelled towards providing temporary housing for relatives of people with extended stays at Lismore Base Hospital. To date, no feedback has been received from Lismore West Rotary regarding the Great Aussie Holden BBQ. Most food stalls reported significant profit on the day.

Volunteers – Function and Certificates

Many people provided their services free of charge on the day, including:

- students from Southern Cross University
- Lismore City Council / SOCOG volunteers
- SES
- Rural Bushfire Brigades
- sports exhibitors

AMP will provide certificates of appreciation and Council is expected to organise a function/presentation. It is intended to do so on **Wednesday 22nd November at 5.00 pm** in the Council Chambers.

A significant number of students and Bush Fire Brigade members have also volunteered for the Olympics/Paralympics, hence the delay in organising this presentation. Councillors and Working Party representatives will be invited to attend.

Financial Analysis – Surplus Funds (approx \$5,000 unexpended)

Some major accounts are still to be finalised, they are as follows:

- Northpower – for additional power to Uralba Street, and
- TAFE Food – for volunteers, VIPs etc.

At this point in time, it is apparent that the cost of the event will stay well within the original budget (\$26,600) created by Council. This is primarily a result of the fact that very little ground restoration funds were required, due to the hard, dry conditions. It is suggested that any surplus monies be used to fund four things:

LISMORE CITY COUNCIL - Meeting held October 31, 2000
Olympic Torch – Various Matters

- A 'Thank-You to the Volunteers' Function
Approximately 90 people worked on the day in a strictly voluntary capacity. These numbers were supplemented by Council staff, NCEIA executive and staff etc. Those who worked in a strictly voluntary capacity will be awarded a certificate. All those, plus anyone involved in the day will be invited to the function, which will feature:
 - Mayor's thank-you message
 - AMP thank-you message
 - presentation of certificates
 - finger food and refreshments
- Venue Improvements, Notably Drainage and Drain Crossing
Council's Event Strategy states that one of its actions/strategies is to: *"Investigate the feasibility of establishing one permanent, well-appointed site for attracting substantial events."* Mortimer Oval could be that site ???

Nonetheless, the retention of the (supposedly temporary) footbridges joining Mortimer and Roder Ovals would be of great benefit to current Oval users and pedestrians. It seems a shame to go to the expense of moving or relocating same to another project/site as they are performing a great purpose where they are. Council's City Works Group did fund the operation and purchase the materials etc. A contribution (internal transaction) of \$1,500 would "satisfy" this expense. Other venue improvements could be made in conjunction with the Parks Manager, Tourism Officer and Events Coordinator.

- A Permanent Display Location for the Community Cauldron
The cauldron needs a home and it will come at a cost. Items such as a concrete pad and/or cabinet for banners to be erected/required. Without knowing the exact location it is impossible to cost accurately, hence it is suggested that \$1,700 be placed in a reserve for such a purpose.
- A Plaque/History Piece for Location at Mortimer Oval
The event will undoubtedly be remembered for a long time (as is the 1956 relay for long-time residents). Crowds in excess of 20,000 people in regional areas are few and far between, hence it seems appropriate to locate a plaque at the site including event detail, crowd numbers etc for prosperity's sake. Perhaps \$800 would fund the location of a large stone, complete with plaque. A discussion will be held with the Historical Society regarding the inscription.

Manager - Finance & Administration Comments

Council allocated a total of \$26,600 towards this event. The committee was able to gain an additional cash sponsorship from Lismore Unlimited of \$6,000 (as well as many other inkind sponsorships). There is little doubt that it was an overwhelming success.

In relation to such events, it is most unusual that there remains monies unexpended and the committee should be complimented on this aspect. The monies that remain are predominately for unexpended ground rehabilitation (\$4,200) and overs/unders on other items (\$800).

The Committee has now suggested how these funds could be utilised. The projects recommended are in keeping with existing commitments and/or expectations and are consequently supported.

Public Consultations

Not required

Other Group Comments

Not required

Recommendations (Cor50)

1. That surplus funds relevant to Council's Olympic Torch Relay budget be allocated to the following projects:
 - a. a thank-you function for volunteers \$500.00
 - b. retention of the temporary footbridges and other venue improvements \$2,000.00
 - c. permanent cauldron housing works \$1,700.00
 - d. placement of a plaque/event history piece at the host venue, Mortimer Oval \$800.00
2. The cauldron be temporarily housed at the Lismore Transit Centre with its ultimate home to be Council's aquatic facility (once this matter is determined).
3. The allocation of Olympic banners be as follows:
 - a. set of 4 to the Historical Society,
 - b. set of 4 to Council for exhibition with the cauldron,
 - c. set of 3 to Lismore High School,
 - d. set of 3 to Wyrallah Road Primary School,
 - e. set of 4 to Council Chambers or foyer, and
 - f. 1 each to high schools – Woodlawn, Trinity, Blue Hills, Kadina and Richmond River.

LISMORE CITY COUNCIL - Meeting held October 31, 2000

Subject/File No: INVESTMENTS HELD BY COUNCIL AS AT SEPTEMBER 30, 2000
(GB/LM: S170)

Prepared By: Financial Accountant, Graeme Blanch

Reason: To comply with Section 625 of the Local Government Act, 1993

Objective: To invest Council's surplus and restricted funds to best advantage in compliance with Council's investment policies.

Management Plan Activity: General Purposes Revenues

Information:

The attached list of investments held by Council with various financial institutions has been made in accordance with Section 625 of the Act and in accordance with Council's investment policies.

Council's total investment for September amounted to \$25,562,719.62 with an average interest return of 6.89%. Average interest rate at the same time last year was 4.91%. Interest rates in the near future may increase. The need for the Reserve Bank to raise interest rates would arise from higher inflation caused by a weak Australian dollar and high oil prices.

Manager-Finance & Administration Comments:

Included in the body of the report.

Public Consultations:

Not required.

Other Group Comments:

Not requested.

Recommendation (COR49)

That the report be received and noted.

LISMORE CITY COUNCIL - Meeting held October 31, 2000

MINUTES OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD OCTOBER 18, 2000 AT 10.00 AM. (WMacD:VLC:S352)

Present: Mr Garry Hemsworth (*Chairperson*), M/s Bronwyn Mitchell on behalf of Mr Thomas George, MP, Mr Lance Vickery (*Roads and Traffic Authority*), Sgt David Driver (*Lismore Police*), and Mr Bill MacDonald (*Traffic and Law Enforcement Co-Ordinator*).

Apologies: Apologies for non-attendance on behalf of Councillors John Chant, Ken Gallen and Mervyn King and Messrs Bill Moorhouse, Thomas George, MP, Michael Baldwin, Chris Mallam and Mrs Wendy Johnson were received and accepted and leave of absence granted.

Minutes of Traffic Advisory Committee Meeting - September 20, 2000

Members were advised that the Minutes of the meeting held on September 20, 2000 were adopted by Council at its meeting of October 10, 2000, excluding Item No. 13 (Roundabout at Ballina Road and Holland Street Intersection).

The Committee noted Council's resolution. (00-14333:R6408)

Disclosure of Interest: Nil

Correspondence:

1. **Rock Valley Hall Inc;** commending Council on the recent works to Rock Valley Road but advising motorists are now speeding and seeking the installation of suitable signs to raise awareness of the School bus travelling on the road. Mr MacDonald advised that he had spoken with the correspondent the previous week and she had explained that they were not necessarily seeking a reduction in the speed limit on Rock Valley Road but rather requesting that signs be installed along the road indicating that School buses also travelled on the road. As in the past, it was the Committee's view that such signs did not work and would certainly lead to similar requests for erection of signs on other roads. School buses travelled on the majority of rural roads at some time and the cost to erect signs on all of these roads would be considerable. Such signs were not considered warranted.

TAC144/00 **RECOMMENDED** that the writer be advised in accordance with the above.

(00-14434:S352,R2401)

2. **South Lismore Progress & Development Association;** outlining the Southside Village Project proposal and seeking the installation of access ramps, disabled parking areas and a pedestrian refuge. Mr MacDonald advised that he and Sgt Driver had inspected the site and liaised with several of the business owners regarding the proposals and that traffic counts had been undertaken on Union Street to ascertain vehicle speeds. The counts indicated that the 85th percentile speed was 58 kph which was obviously within the existing 60 kph limit and confirmed that speeding was not occurring to any great extent. As a result of the counts and bearing in mind that development occurs on only one side of the road, it was suggested that the speed limit should remain at 60 kph. Locations were identified for the installation of a disabled parking bay on Union Street, adjacent to the two telephone booths in front of the 'Success Martial Arts' and another on Casino Street. The eastern-most bay on the northern side of Casino Street was identified as the most appropriate.

2. **South Lismore Progress & Development Association** (Cont'd)
Two existing kerb ramps on Union Street, each side of the proposed bay, and one on Casino Street would require some modification to remove the lips to allow easier access for wheelchairs.
The Committee raised no objection to the installation of a pedestrian refuge on Union Street in the vicinity of the existing hatched area in the centre of the road and Mr Hemsworth advised that this could be included in the proposed upgrading works for Union Street that were due to commence shortly. This would be referred to Council's Design Services Section for inclusion in the plans.
- TAC145/00 **RECOMMENDED** that the above works be undertaken and the writer be advised accordingly. (00-14446:S352,S146)

3. **Richmond River Cane Growers' Association Limited;** seeking endorsement of a Traffic Control Plan for cane growing operations.
The Committee raised no objection to the proposed traffic control plan and suggestions made by the former Richmond River Shire Council. However, it was suggested that the following criteria should be included:
- A 'Cane Haulage' plate should be erected under the truck symbol sign (W5-22);
 - and all signs should be erected in accordance with the NSW Roads & Traffic Authority Manual, 'Interim Guide to Signs and Markings' – Section 5.2.
- TAC146/00 **RECOMMENDED** that the writer be advised that Council has no objection to the proposal in accordance with the above. (00-15134:S352)

4. **LM Miller;** advising of the obstruction to the driveway of the Seventh-Day Adventist Church at Uralba Street, Lismore, caused by the adjacent angle parking zone and seeking that this situation be rectified.
Mrs Miller had been met on-site to discuss her concerns prior to the meeting.
- TAC147/00 **RECOMMENDED** that a 'No Stopping' sign be installed on the western side of the driveway to 'Brunswick House' and another sign on the eastern side of the driveway to the Seventh-Day Adventist Church to prohibit vehicles from parking between the two driveways. (00-15291:R6058,S353)

Reports:

5. **Road Safety Officer's Report:** Public Roads Used as Drag Strips.
(Copy attached)
The issue of providing a safe area was discussed at length. It was noted that any future application for a drag strip would need to comply with stringent standards to ensure the safety of both drivers and spectators.
- TAC148/00 **RECOMMENDED** that the report be received and noted. (S352)
6. **Road Safety Officer's Report:** Monthly Activity Summary for August/September, 2000.
- TAC149/00 **RECOMMENDED** that the report be received and noted. (S352)

General Business

7. **Kerbside Parking – Rous Road, Goonellabah, North of Pleasant Street**

A complaint had been received in relation to vehicles being parked too close to the corner.

TAC150/00 **RECOMMENDED** that a 'No Stopping' sign be erected on the western side of Rous Road of sufficient distance north of Pleasant Street to ensure visibility of oncoming traffic along Rous Road is not unduly restricted when exiting from Pleasant Street. (R6610)

8. **Vehicular Access from Sunrise Crescent onto Ballina Road, Goonellabah**

Mr MacDonald advised that he had recently met with Mr Bob Barnes who resides on the above corner to discuss several traffic issues. One issue raised was the excessive waiting time that motorists were experiencing when propped to exit left out of Sunrise Crescent. This problem was being made worse by the often long line of traffic waiting to turn right. It was suggested that a double white centre line on Sunrise Crescent might reduce the current problems being experienced.

TAC151/00 **RECOMMENDED** that a double white centre line be painted on Sunrise Crescent provided there was sufficient road width. (R6523)

9. **Pedestrian Access at Roundabouts**

Mr Hemsworth suggested that action needed to be taken at the earliest opportunity to ensure fencing was erected around the roundabout at the intersection of Uralba and Brewster Streets, the cost of which had been estimated at \$5,000. Mr Vickery advised that the RTA would consider re-allocating some funds already committed to Council for other projects as additional funds were not available. This would be on a half-share basis meaning Council would still need to find \$2,500. Mr Hemsworth undertook to investigate funding sources within the current budget. It was also queried if pedestrian protection should be included as a matter of course when roundabouts were constructed. Mr Vickery suggested that there were many roundabouts located where pedestrian activity was not particularly high and such measures would not be warranted. In general, the need for fencing or other pedestrian safety measures were considered at the design stage of a particular roundabout.

TAC152/00 **RECOMMENDED** that priority be given to the installation of fencing at the intersection of Uralba and Brewster Streets.

TAC153/00 **FURTHER RECOMMENDED** that Council's Design Services Section ensure that appropriate pedestrian safety measures, which may include pedestrian fencing, be included in any roundabout design. (R6058,R6007,S342)

This concluded the business and the meeting terminated at 11.15 am.

CHAIRPERSON

TRAFFIC & LAW
ENFORCEMENT CO-ORDINATOR

DOCUMENTS FOR SIGNING AND SEALING

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

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

Recommendation:

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

Endorsement of Sketch Plan - S & F Newman – Lot 5, DP 875210

Alteration to building envelope approved under delegated authority (DA00/486) in June this year at 7 Laureldale Road, Eltham.
(00-15447: D00/486)

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE CITY OF LISMORE
HELD IN THE COUNCIL CHAMBER, GOONELLABAH ON TUESDAY, OCTOBER 10, 2000 AT
6.06PM.**

Present: His Worship the Mayor, Councillor Gates; Councillors Baxter, Chant, Crowther, Gallen, Hampton, Irwin, King, Roberts, Suffolk, Swientek and Tomlinson, together with the General Manager; Group Manager-Business & Enterprise; Acting Group Managers - City Works and Planning & Development; Manager-Building Regulation, Youth Development Officer, Strategic Planner, Manager-Client Services, Manager-Finance & Administration and Administrative Services Manager.

**Apologies/
Leave of
Absence:** NIL

265/00 **Minutes:** The Minutes of the Ordinary Meeting held on September 19, 2000, were confirmed.
(Councillors Crowther/Swientek)

PUBLIC ACCESS SESSION:

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

Darran Singh re Report - Financial Reports 1999/2000

(See Minute No. 269/00)

Mr Singh spoke briefly to the 1999/00 Financial Reports.
(S568)

Lindsay Walker re Report – The Draft Strategy for Rural Residential, Detached Dual Occupancy and Rural Landsharing Communities

(See Minute No. 270/00)

Mr Walker spoke as Chairman of the Rural Strategy Steering Committee. He congratulated Mr Blackford on the report. He described the Strategy as minimising the impact on resources of such development, the uniqueness of such Strategy and problems with past development that this Strategy would resolve.
(S668)

Paul Recher re Report - The Draft Strategy for Rural Residential, Detached Dual Occupancy and Rural Landsharing Communities

(See Minute No. 270/00)

Mr Recher questioned the number of dwellings to be approved each year, the clash of the Strategy with the 2020 Study and the need to expand the dual occupancy component of the Strategy.
(S668)

Paul Recher re Report – Naming of Roads – Eric Place, Lismore and Middleton Way, Dorrroughby

(See Minute No. 271/00)

Mr Recher spoke in support of the name Middleton Way.
(R7126,S330)

Graham Meineke re Report - CBD Upgrade Draft Survey

(See Minute No. 272/00)

Mr Meineke spoke on behalf of Lismore Unlimited in support of the survey, detailing the process which had led to this final document.

(S273)

CONDOLENCE:

Family of the Late Harry Woolley

The Mayor drew attention to the recent passing of Henry John (Harry) Woolley, aged 91. Harry attended North Lismore School and upon leaving was employed as a moulder and fitter at O'Flynn's Foundry, which was situated on the RSL Club site in Victoria Street. Following this Harry went into the firewood business supplying the residents of Lismore with firewood.

In 1942 he went to Alice Springs, serving in the 2nd/2nd battalion in the Army workshops until 1944. Upon discharge he moved back to Lismore where he started H J Woolley Scrap Metal Merchant and Second Hand Dealer which was located in Zadoc Street where Gibbo's Spare Parts were. He worked there until his retirement in 1970.

Harry was well-known in the gardening world, winning numerous competitions up until two weeks before his death, winning 3 awards in September 2000.

Harry had two sons Warren and Greg, both of whom have successful businesses in the Lismore area.

266/00 The Mayor moved that Council's expressions of sympathy be conveyed to the family of Mr Woolley and the motion was carried with members standing and observing the customary moment's silence.

(S75)

ELECTION OF DEPUTY MAYOR:

Nomination

A nomination for the position of Deputy Mayor was received for Councillor King.

Election

With only one candidate nominated the Returning Officer (Administrative Services Manager) declared Councillor King elected as Deputy Mayor for the ensuing 12 months.

(S44)

MAYORAL MINUTE:

Spirit of Lismore Foundation

267/00 **RESOLVED** that the minute be received and Council agree to the panel of (5) endorsing promotional projects with Council maintaining its role of endorsing projects requiring lodgement of a development application.
(Councillors Gates/Crowther) (00-14595: S73)

SUSPENSION OF STANDING ORDERS:

268/00 **RESOLVED** that standing orders be suspended and Council now deal with the undermentioned matters:-

- **Report - Financial Reports 1999/2000**
- **Report – The Draft Strategy for Rural Residential, Detached Dual Occupancy and Rural Landsharing Communities**
- **Report – Proposed Naming of Roads – Eric Place, Lismore and Middleton Way, Dorrroughby**
- **Report - CBD Upgrade Draft Survey**

(Councillors Swientek/Hampton)

Report - Financial Reports 1999/2000

(Copy attached)

269/00

RESOLVED that the report be received and that Council -

- 1 Adopt the 1999/00 Financial Reports and 'Councils Statement' for both the General Purpose Financial Reports and Special Purpose Financial Reports.
- 2 Present the Financial Reports to the public at the October 31, 2000 Council meeting.
- 3 Advertise the presentation of the Financial Reports to the public from October 14, 2000 and invite inspection of the reports.

(Councillors Crowther/Swientek) (S726)

Report – The Draft Strategy for Rural Residential, Detached Dual Occupancy and Rural Landsharing Communities

(Copy attached)

270/00

RESOLVED that the report be received and –

- 1 That Council re-exhibit the draft Strategy (as amended) for a period of 28 days.
- 2 That copies of the draft Strategy be sent to all affected landowners and other persons who made submissions during the first exhibition.
- 3 That any further submissions to the Strategy be referred to the Rural Strategy Steering Committee for recommendation to Council.

(Councillors Hampton/Crowther) (S668)

Report – Proposed Naming of Roads – Eric Place, Lismore and Middleton Way, Dorrroughby

(Copy attached)

271/00

RESOLVED that the report be received and the names "Eric Place" and "Middleton Way" be adopted, and required notifications be carried out.

(Councillors Gallen/Baxter) (R7126,S330)

Report - CBD Upgrade Draft Survey

(Copy attached)

A MOTION WAS MOVED that the report be received and -

- 1 Council endorse the proposed methodology for Stage 1 after correction of the Sketch Plan and other minor corrections. The Steering Committee then review Stage 2 methodology when the results of Stage 1 are examined. Stage 2 to be approved by Council.
- 2 The following wording be added to Option C Sketch Plan: *"Requires vehicles to reverse when exiting car park."*

(Councillors Gates/Suffolk)

AN AMENDMENT WAS MOVED that the report be received and Council endorse the proposed methodology and content of the draft survey in two stages.

(Councillors Gallen/Irwin)

On submission to the meeting the AMENDMENT was DEFEATED.

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

- 272/00 **RESOLVED** that the report be received and –
- 1 Council endorse the proposed methodology for Stage 1 after correction of the Sketch Plan and other minor corrections. The Steering Committee then review Stage 2 methodology when the results of Stage 1 are examined. Stage 2 to be approved by Council.
 - 2 The following wording be added to Option C Sketch Plan: *“Requires vehicles to reverse when exiting car park.”*
- (Councillors Gates/Suffolk)
Voting Against: Councillors Irwin, Roberts, Tomlinson, Swientek and Gallen.
Dissenting Vote:
Councillor Irwin. (S273)

- 273/00 **RESUMPTION OF STANDING ORDERS:**
RESOLVED that standing orders be resumed.
(Councillors Irwin/Baxter)

REPORTS:

Financial Reports 1999/2000

(See Minute No. 269/00)

The Draft Strategy for Rural Residential, Detached Dual Occupancy and Rural Landsharing Communities

(See Minute No. 270/00)

Amendment 4 (Energy Efficiency) DCP 14 – Residential Development

(Copy attached)

- 274/00 **RESOLVED** that the report be received and –
- 1 As required by Clause 21 of the Environmental Planning and Assessment Regulation, Council amend Development Control Plan No. 14 - Residential Development by the preparation of Amendment No.4 (as attached) but amended as follows:
 - a) Assessment procedure be changed to allow the self assessment systems, deemed to comply or scorecard, completed by the applicant for single dwelling and dual occupancy to apply to both single and two storey buildings.
 - b) NatHERS Certification only be required for multi-unit housing involving three or more units in one building, or dwellings that have failed to achieve a 3.5 star rating through the deemed to comply or scorecard process.
 - 2 The assessment procedure consider the particular climatic factors of the Lismore Local Government Area.
 - 3 Council endorse the draft DCP, with the above amendment, for public exhibition for a period of twenty eight (28) days.
- (Councillors Suffolk/Hampton) (S405)

Disposal of Surplus Council Properties – LEP No. 4

(Copy attached)

- 275/00 **RESOLVED** that the report be received and Council submit draft Local Environmental Plan No 4 to the Director-General of the Dept of Urban Affairs and Planning and request that the plan be made by the Minister for Urban Affairs and Planning, pursuant to s68(4) of the Environmental Planning Act 1979..
(Councillors Crowther/King) (S758)

Proposed Naming of Roads – Eric Place, Lismore and Middleton Way, Dorrroughby

(See Minute No. 271/00)

CBD Upgrade Draft Survey

(See Minute No. 272/00)

Payment of Expenses and Provision of Facilities Policy

(Copy attached)

- 276/00 **RESOLVED** that the report be received and Council adopt the Payment of Expenses and Provision of Facilities Policy as exhibited.
(Councillors Swientek/Tomlinson) (S44)

Disclosure of Pecuniary Interest Returns

(Copy attached)

- 277/00 **RESOLVED** that the report be received and noted.
(Councillors Swientek/Hampton) (S18)

Local Government Association – Election of Executive Committee

(Copy attached)

- 278/00 **RESOLVED** that the report be received and the candidates' schedule for the election of the Executive Committee to the Local Government Association be noted.
(Councillors Swientek/Baxter) (00-14034: S47)

Union Picnic Day

(Copy attached)

- 279/00 **RESOLVED** that the report be received and Council approve Friday, November 17, 2000 as the Union Picnic Day.
(Councillors Swientek/Tomlinson) (00-14356: S25)

COMMITTEE RECOMMENDATIONS:

Traffic Advisory Committee 20/9/00

(Copy attached)

- 280/00 **RESOLVED** that the minutes be received and the recommendations contained therein be adopted, excluding Clauses 13, 15 and 19.
(Councillors Swientek/Crowther)

Clause 13 (TAC137/00) – Capminster Property Services

A MOTION WAS MOVED that the matter be received and noted and no further action be taken.

(Councillors Swientek/Gallen)

AN AMENDMENT WAS MOVED that approval be granted for the construction of an asphaltic concrete roundabout with works to commence if the shopping centre is approved.

(Councillor Gates/King)

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

Voting Against: Councillor Swientek.

- 281/00 **RESOLVED** that approval be granted for the construction of an asphaltic concrete roundabout with works to commence if the shopping centre is approved.
(Councillor Gates/King)
-

Voting Against: Councillor Swientek. (00-14333: R6408)

Clause 15 (TAC139/00) – Roundabout at Intersection of Molesworth/Magellan Streets

282/00 **RESOLVED** that this matter be referred to Council's Roads & Infrastructure Section for action at the earliest opportunity.
(Councillors Crowther/Tomlinson) (R7322,R7319)

Clause 19 (TAC143/00) – Roundabout at the Intersection of Dalley/Dibbs Streets, East Lismore

283/00 **RESOLVED** that this proposal be referred to Council's Manager-Roads & Infrastructure for investigation of funding options and instigation of works at the earliest opportunity.
(Councillors Hampton/Crowther) (R7426,R6020)
(S352)

DOCUMENTS FOR SIGNING AND SEALING:

284/00 **RESOLVED** that the following documents be executed under the Common Seal of Council:-

Contract of Sale and Transfer – Purchase of Crown Public Road - Blakebrook Road Closure

Lismore City Council and the State of New South Wales. Acquisition of Closed Crown Public Road for \$2,500 for use in conjunction with Blakebrook Quarry.
(00-14086: P11234)

Acceptance of Grant Offer – ATSIC

Acceptance of Council's submission to act as "Banker" for the Aboriginal Women's Conference, to be held on November 28 and 29 at Byron Bay – the amount of the grant being \$22,000. Council's involvement is required due to the fact that the incorporation of the auspice body is as yet incomplete.
(00-14908: S136)
(Councillors Swientek/Baxter)

This concluded the business and the meeting terminated at 8.38 pm.

CONFIRMED this 31ST day of OCTOBER, 2000 at which meeting the signature herein was subscribed.

MAYOR

